

Hours of Operation:

7:30-8:45 am

4:00-5:45 pm

*Castle Care will always close in accordance with Moore Schools

Castle Care will be closed:

Monday September 7th

Monday September 21st

Thurs. & Fri. October 15-16th

November 23rd-27th

December 21st– January 4th

Monday January 18th

Monday February 15th

Friday March 12th

March 15th-19th

any other days that the district cancels school

Guidance and Discipline

- Castle Care agrees to provide a safe and fun program for students who need before and/or after school care.
- All Kingsgate school policies will be followed during Castle Care hours.
- Castle Care reserves the right to refuse service to a child who is unable to cooperate with staff and/or other students, or who is destructive to property.

Emergency Procedures

- In case of severe injury or acute illness, 911 will be called and the parent/guardian will be notified immediately.
- Anyone with reason to suspect emotional, physical, sexual abuse or neglect is obligated by law to contact the Department of Human Services.

Castle Care



What is Castle Care?

Castle Care is a before and /or after school program that allows children to come to school before or stay at school after school hours for child care.

- Affordable
- Premium care
- K-6 grade students
- Healthy snacks after school
 - Planned activities
 - Fully trained staff
- Safe & caring environment for all children

Payment information

Before and After care:
\$76/week

Before school ONLY:
\$33.75/week

After school ONLY:
\$47.25/week

Drop -in Rates:

Before & After: \$22/day

Before only: \$11/day

After only: \$15/day

Non-refundable tuition is based on the number of days school is in session for each month. The monthly calendar will have the computed cost for the month.

A non-refundable registration fee of \$30 for the first child plus \$15 for each additional child will be charged per school year.

Payment Policy

- All non-refundable fees are due by the 1st of each month or payable every Monday. A \$5.00 per day late fee is assessed for payments which are more than five days late. Anyone with overdue fees (5 school days) will not be allowed to participate.
- There is no reduced rate for children who are ill or absent. If a child has an extended illness (2 weeks or more) contact the Director to discuss financial arrangements.
- Should the school close due to inclement weather, you will not be charged for the day.
- The charge for returned checks will be \$20.00. After a returned check, only money orders or cash will be accepted. A child cannot participate if a returned check has not been taken care of within five days.

Policy and Procedures

Arrival and Departure

- Children may not be dropped off before 7:30 am.
- Children must be picked up by 5:45 pm.
- Please sign your child out daily.
- For any child picked up after 5:45 pm, a late charge of \$1 per minute will be added to your next payment.
- In the event a child is not picked up by 6:00 pm, and no phone call has been received by staff, the proper authorities will be notified.

Outdoor Play

- Outdoor time is planned daily unless weather is severe.
- All children will go outdoors. If your child is healthy enough to be at school, they are healthy enough to participate in outdoor activities.