### Pick up Procedures

To ensure your child's safety, only you and the people you have authorized on your child's registration form will be allowed to pick up your child. If someone not on this list will be picking up your child, you must let us know beforehand. We cannot release your child to anyone not on the list, even if the child knows who he/she is.

#### **Emergency Procedures**

If there is an emergency where we must leave the school grounds, we will contact you from that location to update the status of the emergency.

# École Millstream Elementary Seamless Extended Day

# Parent Brochure

Seamless Extended Day is a unique program that provides before and after school care for students in Kindergarten. Students are able to stay in a school-based caring, play-based environment throughout the day. This allows the educators to better meet the needs of the child and expand on their interests and "wonders". The team of educators includes a classroom teacher and two Early Childhood Educators (ECE). With fewer transitions for the students, and team collaboration between the educators, students will excel in all aspects of their development.



#### Mission Statement

The Millstream School community endeavors to help students develop into caring, socially responsible, engaged learners.

#### Our Philosophy

Our program shares a philosophy that is supportive of the right of every child and family to expect and receive the highest quality of childcare that we can offer. We are committed to providing a multicultural, inclusive, early learning program for all children in a nurturing environment that is respectful of each individual child's needs.

#### Our Curriculum

The overall goal of our approach is to foster a "love for learning" in each child. We are passionate about providing children in their early childhood development with a stable, enriching and loving environment.

This is accomplished by emphasizing all the areas of a child's development (emotional, physical, intellectual, creative, social and practical life skills- "the whole child"). Seamless Extended Day understands that children naturally desire to learn and explore at a very young age. We strive to enhance this curiosity while encouraging the children to develop a strong sense of pride and achievement.

## Early Childhood Educator (ECE) Responsibilities

The ECE will ensure:

- The children are provided with enriching and appropriate activities to promote lifelong learning;
- The classroom and play areas are safe for the children;
- The children are supervised at all times;
- The children are introduced to a variety of play based experiences, both indoors and outdoors;
- If an emergency arises, to handle it in a safe manner; call ambulance or family member if needed.

#### **Hours of Operation**

Before school care is available beginning at 7:30 AM. Please call the Seamless Day direct line at **250-886-6417.** After school hours are from 2:38 PM to 5:30 PM. Please provide a healthy snack for your child. You may send it in their lunch kit or in a separate container.

#### Closures

Seamless Extended Day will be available only on instructional days.

We will be closed on all statutory and school holidays, non-instructional days, and early dismissal days.

#### **Program Fees**

#### Prepaid prices due before the 1st of each month

**BEFORE AND AFTERSCHOOL - \$250.00** 

BEFORE SCHOOL ONLY-\$100.00

AFTERSCHOOL ONLY - \$150.00

Please use School Cash Online by the first of every month. You may be eligible for the Affordable Child Care Benefit. Please go to: <a href="www.gov.bc.ca">www.gov.bc.ca</a> and enter Child Care Benefit in the search bar.

#### Schedule

#### **Before School Schedule:**

7:30 AM- Earliest possible drop off time

7:30 - 8:00 – Exploratory table, fine arts activities

8:00 – 8:25 – Drop off at gymnasium

8:25 – School day starts

#### **After School Schedule:**

2:38 PM - School day ends

2:40-3:10 – Outside Exploration or Gym time

3:10 - 5:30 – Snack, inside explorations and activities

5:30 – Latest possible pick-up time

This is a flexible before and after school program. Children are encouraged to participate during the times when childcare is needed by the parent/guardian.