

Additional Information

Payments

Daycare payments are due as they appear on the monthly invoice. You may pay by Inter-ac, credit card, or make online payments by the due date of each month.

Daycare payment must be acquitted in full monthly. Failure to acquit a payment in full will result in termination of daycare services.

Should the previous month's payment have not been received in full, parents will be required to settle the outstanding account prior to sending their child back to Daycare. Parents with outstanding balances will not be able to register their child for Ped Day activities or Daycare for the following year.

Tax receipts will be issued in February to the parent who made the payments.

Hop Hop App

This is an easy mobile app that connects Daycare to parents. By using this app, you will inform Daycare of your time of arrival and who will be picking up your child, ensuring a safer dismissal. Thus, your child(ren) will be ready and waiting for you. For further information. Please refer to the website. Download the app Hop Hop.

Emergency Closures

Should the school announce a closure. Please refer to the school Board's website and Petes FB page.

In order to facilitate dismissal procedures, please inform the Daycare during the day if your child will not be attending after school.

No medication can be given without the parent/guardian's consent. Please provide the original pharmaceutical container with the child's name, dosage, duration of treatment and doctor's name. A consent form has to be completed by parents, as well.

Students are required to bring a non-perishable snack for the snack period after school. This snack should be in addition to their regular lunch and recess snack. Please remember that PETES is a nut-free school.

Programs are planned by the Daycare Educators monthly. They may include arts, crafts, gym, outdoor play and special activities are held on Fridays.

Pierre Elliott Trudeau Elementary School
Sir Wilfrid Laurier School Board



Daycare Information Handbook



Operating Hours:

AM: 6:30-8:45

PM: 3:45-6:00

Ped. Days: 7:30-5:30

1455, rue Jean-Paul-Riopelle
Blainville, Quebec
J7C 5V4



Anita Burri
Daycare Technician
450-621-7606 Ext 4
aburri@swlauriersb.qc.ca

Daycare Information



Philosophy and Goals

- Ensure the safety and well-being of the child.
- Provide physical, art and recreational activities that contribute to the child's overall development
- Help and encourage social skills such as cooperation and respect
- Provide each child with a safe, fun and relaxing Daycare environment.

Along with the philosophies and goals of our school, the Daycare staff will give your child(ren) the care and tools to begin and end his/her day in a positive way.

Transportation Policy

Students enrolled in Daycare must follow a regular schedule. This fixed schedule can be modified twice during the year (Christmas and March Break). For safety reasons, students will not be permitted to take the bus on days which are not regularly scheduled. If a change of Daycare days is necessary, parents must pick up their children from the school.

See attached Transportation Policy.



Regular Daycare Users

A regular Daycare user attends Daycare at least 3 days a week. The fee for a regular user is **\$8.55** per day per child. **The payer is expected to pay for the number of days for which their child has been registered; there will be no reimbursement for days absent.**

Regular 5 days users do not pay lunch supervision fees.

Regular 4 days users pay 20% of lunch supervision fees.

Regular 3 days users pay 40% of lunch supervision fees.

If at any time during the school year you no longer need Daycare services, you will be responsible to pay supervision for the remainder of the year.

Breakfast and Snacks:

Students can eat breakfast provided by parents from 6:30-8:00. We cannot microwave any food.

It is up to the parents to provide a healthy lunch as well fruit and healthy snacks for after school.

Attendance:

The Daycare educators will take Attendance every day.

If there are any changes on Scheduled Daycare attendance, **parents must advise the Daycare Technician** by e-mail or with a written note.

(Daycare and School are 2 different entities



Any changes to the schedule **requires a one week**

written notice. Without a written notice, you will

be responsible for the one **week of service.**

Occasional Daycare Users

An occasional registered user attends Daycare a maximum of 2 days per week. The fees for an occasional user are **\$15.00 per day** whether they attend morning, afternoon or both. **These fees must be paid the day of or on-line banking.** The request must be forwarded by e-mail to the Daycare Technician.

Drop-offs

A drop-in user is someone who needs the service occasionally and has not registered. The fee is **\$15.00** per day, for a full day or half day. These fees must be paid the day of or on-line banking.

Pick up

If a student is not picked up at the pick- up line they are sent to office until 3:45 pm. At 3:45 pm, they will be sent to daycare. A fee of 15.00 will be charged for the services. **These fees must be paid the day the child attend.**

Pedagogical days

The hours are from **7:30 AM-5:30 PM.**

There will be no school bus services on these days.

During Ped Days there will always be a planned activity.

The base fee is **\$16.55** plus an activity fees. **These fees are not Refundable.**

An invitation letter will be e-mailed to parents 2 weeks prior to the date and must be emailed back with a reply before prior to the date on the letter.

Registration will not be accepted on the morning of the activity.

For Ped Day field trips, spaces on the bus are limited, therefore registration will be on a first come first serve basis.

Children must have a pair of shoes for Daycare as they will not be permitted to go to their classes to get their shoes. Outdoor shoes are permitted in Daycare.