

Falcon's Nest
St. Francis of Assisi
School Extended Care Program

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Welcome to Falcon's Nest!

Throughout the school year Falcon's Nest works hard to provide parents a safe, nurturing environment where students can receive before and after school care depending on their family's daily needs. At Falcon's Nest our staff strives to provide an atmosphere where children can learn and play. Each day students attending Falcon's Nest will be asked to follow a daily schedule which includes, outdoor and indoor activities, snack, crafts, and time for school work.

The following is an overview of our program. Please refer to the St. Francis of Assisi School Parent/ Student Handbook for further details regarding policies and procedures.

Hours of Operation:

Falcon's Nest is operational on days when school is session and is opened to all St. Francis of Assisi students.

Morning Care: 6:45-7:45 am

Afternoon Care: 3:00-6:00 pm

Minimum Days: 12:30-6:00 pm

Tuesday Early Dismissal Days: 1:45-6:00 pm

Registration Fee: \$50

This fee is non- refundable and is due at the time of enrollment if your child(ren) will be attending Falcon's Nest during the 2019-2020 school year. All families using Falcon's Nest must be registered. This activity fee is used for snacks, crafts, and daily supplies.

Rates and Billing:

Each month, contracts will be distributed through your Wednesday Family Envelope. With this calendar you are able to schedule your child's attendance for a prepaid contracted rate. Contracts along with payment must be turned in by the 15th of each month in order to receive the contracted rate.

\$6.00/Hr for the first child (Contracted Rate)

\$5.00/Hr for each additional child (Contracted Rate)

\$7.00/Hr for each child dropping in (Drop-in Rate)

\$1.00/Min after 6:00pm (Late Pick-Up Rate)

Please note that any student not picked-up by 3:15 pm on regular school days, 2:00 pm on Tuesday early dismissal days, or 12:45 pm on minimum days will be sent to Falcon's Nest. These families will be billed at the drop in rate if a contract and payment have not been submitted for that month. Monthly statements are sent home with the youngest child at the beginning of each month. Your balance can also be viewed through Procure at the bottom of the page as you are signing your child(ren) out for pick-up. Payment is due the 10th of each month for your child's attendance for the previous month. A \$15.00 late fee will be added to your statement if the balance is not paid in full by the 15th of each month.

Daily Schedules:

Morning Care:

- **6:45 am Falcon's Nest Opens:**
 - While at Falcon's Nest students have the opportunity to engage in calm indoor activities while waiting to be dropped off at school. Some examples include, board games, card games, Legos, or blocks. While snacks are not provided in the morning, students are welcomed to bring personal food if they wish.
- **7:35 am Clean and Pack-Up:**
 - At this time the students are asked to clean and pack up for drop-off at 7:45 am. Once all materials have been put away the students will be escorted to the clubhouse where they will wait until it is time to leave for morning drop-off. Please note that if you are dropping your child(ren) off at school after 7:40 am we do ask that you use carline as your method of drop off as Falcon's Nest staff will be in the process of escorting the students to the main school building and will not be able to safely accept children at this time.
- **7:45 am Falcon's Nest Closes:**
 - At this time students are escorted to the main school yard. Once the students have been dropped off a staff member will sign the students out of morning care at 7:45 am.

Afternoon Care:

- **3:00 pm Dismissal:**
 - **3:00 pm Falcon's Nest Opens:**
 - At this time students will be asked to sign in by fingerprint and drop their belongings off in their grade's designated area. Once they are signed in, children in grades TK-4th will have the option of playing indoors or outdoors. At this time children in grades 5th-8th will be asked to gather in the Front Yard/Clubhouse for Homework Time.

- While we understand that all students may not have homework each day, we do ask that they find a calm activity to partake in that will not disrupt their peers. Some examples include reading a book, playing a board game, playing a card game, or studying for an upcoming test. Students are also welcomed to bring in personal activities if they wish.
- **3:20 pm Snack:**
 - Once all the students have been signed in, snack is served. Some examples include goldfish, graham crackers and applesauce, pizza rolls, popcorn, snack mix, quesadillas, chicken nuggets, nachos, cheese -its, and waffles. Students are also welcomed to bring their own personal food if they wish.
- **4:00 pm Transition Time:**
 - At this time students in grades TK-4th will be asked to go to their class' designated room for Homework Time, while children in grades 5th-8th will be given the option to play in the backyard or hangout in the clubhouse.
 - While we understand that all students may not have homework each day, we do ask that they find a calm activity to partake in that will not disrupt their peers. Some examples include reading a book, coloring, studying for an upcoming test, or practicing math facts/spelling words. Students are also welcomed to bring in personal activities if they wish.
- **4:45 pm Homework Time Ends:**
 - At this time students in grades TK-4th are able to resume free play indoors and outdoors.
- **5:00 pm Backyard Closes:**
 - At this time all students in the backyard are asked to clean up any remaining materials and come inside for the remainder of the day until pick-up.
- **6:00 pm Falcon's Nest Closes:**
 - While our program closes at 6:00pm, we will remain open until the last student is picked up. **A \$1 late fee will be added to the account for each minute after 6:00pm (Late- Pick Up Rate)**

- **12:30 pm Dismissal:**
 - **12:30 pm Falcon's Nest Opens**
 - **12:30-1:00 pm Lunch**
 - ****Please note that on minimum days children attending Falcon's Nest are asked to bring a lunch. Choice Lunch is not available for purchase on these days.****
 - **2:00 pm Snack**
 - **2:30 pm Transition Time**
 - **3:30 pm Homework Time Ends**
 - **5:00 pm Backyard Closes**
 - **6:00 pm Falcon's Nest Closes**

- **1:45 pm Dismissal:**
 - **1:45 pm Falcon's Nest Opens**
 - **2:20 pm Snack**
 - **3:00 pm Transition Time**
 - **3:45 pm Homework Time Ends**
 - **5:00 pm Backyard Closes**
 - **6:00 pm Falcon's Nest Closes**

If you have any questions regarding Falcon's Nest, please feel free to call us during our hours of operation at 925-375-1063 Ext. 220 or e-mail us anytime at jpadilla@cndo.org. We look forward to seeing you at Falcon's Nest!