



Bolingbrook Park District

EXTENDED CARE	
HOURS OF OPERATION	
AM	6:45–9:00 am
PM	3:30–6:00 pm

EXTENDED CARE PROGRAM

REACH

RECREATION ENHANCES A CHILD'S HEALTH

REGISTRATION INFORMATION

2024-2025

Registration Opens July 8, 2024 at 10:00am



REACH EXTENDED CARE PROGRAM

Bolingbrook Park District operates its extended care before school and after school program in cooperation with School District 365U at Pioneer and Jonas Salk elementary schools. The program is designed to provide recreational before and after school activities for students in a safe environment.

This packet is intended to help parents and students understand the policies of the Bolingbrook Park District Extended Care Program. Our philosophy is to provide a relaxed, protected, home-like atmosphere that stimulates the social, emotional, physical and intellectual development in school children. The Bolingbrook Park District Extended Care Program is open to children in Kindergarten through fifth grade in attendance at the school.

The Before and After School Extended Care Program was created to give working parents quality before and after school care for their child. Parents can have the peace of mind of knowing exactly where their children are before and after school and that they are receiving quality, supervised care.

! Please Note: All activities are held at the school site.

REACH ACTIVITIES

Students will be offered a variety of programs (*including but not limited to*); indoor & outdoor sports and games; use of school district playground; simple arts and craft projects; video & DVD (*G/PG Rated*); and a reading area for homework.

REACH STAFF

The Extended Care Staff are professionally recruited, trained, and supervised. Extended Care participants are supervised by mature, responsible, and reasonable people who are interested in pursuing careers in youth services, recreation, and education. Background checks are done on all recreation employees. All Extended Care Staff are trained in CPR and first aid. Our Extended Care Staff are expected to be friendly and accessible to the parents. We invite parents to get to know the staff and feel free to talk to them. The REACH program maintains a 15:1 ratio (*student to staff*).

HEALTH REQUIREMENTS

Program staff has the authority to refuse any child who shows signs of illness based on the conditions below. It is the parent's responsibility to verify their child's daily health is adequate for his/her participation in the program before bringing him/her to school. Staff may request parent pickup if any of the following conditions exist; fever of 100 degrees or higher; vomiting within the last 24 hours; persistent diarrhea in conjunction with other symptoms; contagious rash or rash of unknown origin; persistent cough and/or cold symptoms; eye infections or discharge from the eye; symptoms of mumps, measles, chicken pox, strep throat; impetigo, or Coxsackie's virus; runny nose with yellow or green discharge; lice or mites; or fatigue due to illness that hinders the child's participation in the program. If the child is not at school or sent home early from school, the child may not return to REACH until Valley View School District allows the child to return back to school.

If a child becomes ill or injured while on the site, the parent will be notified immediately. Staff will follow the directions stated on the emergency information forms concerning your physician and others who are to be notified if a parent or guardian is unavailable.

CODE OF CONDUCT

Bolingbrook Park District believes that the employee's role is one of a strong leader in helping children grow towards self-discipline and self-direction. We use time-outs and a means of calming the child and conversing with him/her. A behavior agreement must be signed and returned with the 'Emergency Information Form.' This outlines the steps taken if unacceptable behavior takes place in the REACH Extended Care Program. The Park District reserves the right to dismiss a participant from the program if their behavior or language is deemed inappropriate by staff.

REGISTRATION/ PAYING FOR EXTENDED CARE

The program will begin on the first full day school in August and will be in operation each day school is open for student attendance. Registration will be on a first-come, first-serve basis. A wait-list will be started after all available spots are taken. Full payment for the first month is required to enroll in the program. ***In addition, there is a \$50 non-refundable registration fee per child that is separate from the REACH Tuition fee.*** Participants must be registered and paid all applicable fees to participate in the extended care program. Payments can be made at the Annerino Community Center (ACC) or the Bolingbrook Recreation & Aquatics Complex (BRAC). The fee structure is enclosed in the packet. ***(Please note that the monthly payments are not for the month paid. The total amount of the entire program is divided amongst nine (9) monthly payments. No payments are actually collected in the month of May of each School Year.)*** A late fee of \$25.00 per child will be subject to charge for all payments received after the 25th of the month. The 1st payment of the school year will not be prorated dependent on the child's start date.

FORMS

"Payment Agreement Form" must be turned in at the time of registration with a minimum of two (2) business days for processing before your child can officially start the REACH program. After you register, you'll receive an email invite to share information with Bolingbrook Park District through ePACT. ePACT, is a secure emergency network that we use to collect medical and emergency contact information electronically. Not only will ePACT replace paper forms, but it will also ensure we have a way to communicate with you in the event of an unexpected situation. ePACT must be completed prior to the first day your child begins the extended care program, or your child will not be able to participate. You will not receive an email from ePACT if you have used this for Preschool, REACH, or Day Camp with the Bolingbrook Park District previously. Please visit www.epactnetwork.com to update your child's information.

REFUND/CREDIT POLICY/WITHDRAWAL

Refunds for tuition will be given if the participant moves out of the district, withdraws from the program or for an extended medical leave (5 days in a row or more) with a doctor's note. If moving out of the district or withdrawing from the program, a 'Change Form' must be submitted to the Site Coordinator at least one week prior to the last day attended. The refund for moving or withdrawal will be prorated based on the child's attendance, and when written notification was given. Refunds or credits will not be given for snow days, vacation, illness, extracurricular activities, disciplinary reasons or other temporary childcare arrangements. No refunds will be processed following receipt of your April payment.

SITE CONTACT INFORMATION

If there is an emergency or if your child will be picked up by someone other than listed on the authorized pickup list, please contact the site supervisor on the below numbers (*please communicate ASAP*):

Pioneer Elementary School	(331) 401-2077	Pioneer@bolingbrookparks.org
Jonas Salk Elementary School	(331) 401-2734	JonasSalk@bolingbrookparks.org

CHANGE POLICY

If your child needs to change enrollment in the REACH program, a 'Change Form' must be filled out by the registered parent or legal guardian. **There will be a processing fee of \$5.00 for each change after the first change for the School Year.** The change in monthly fees will be altered based on when the form has been submitted by the parent either electronically or in person. Once changed, the Park District will contact the parent to outline the new monthly fee and outline the changes performed on the child's account.

EARLY REACH PICK UP (DAILY)

In order to alleviate congestion with regular school dismissal with busses, please limit picking up your child before 3:30 pm. Any special circumstances, please communicate with your REACH Site Coordinator prior to allow for proper pickup.

LATE PICK UP FEE (DAILY)

The REACH Extended Care Programs ends promptly at 6:00 pm. There will be a late charge of \$1 for every minute when a child is picked-up after closing time. The late fee of \$1 for every minute late will be charged beginning at 6:01 pm. The amount due will be determined by the staff on site. This amount must be paid at the Annerino Community Center (ACC) or Bolingbrook Recreation and Aquatic Complex (BRAC) within the next month's payment. Please call site if running late for pickup. Excessive late pickups may require you to find alternative child care.

If we have no contact from the parent after 6:10 p.m., a responsible party from your emergency form will be contacted to pick the child up. Failure to communicate with any authorized family members for pickup, the Police may be contacted after 7:00 pm.

VALLEY VIEW SCHOOL DISTRICT

EARLY DISMISSAL DATES

Valley View School District offers 'Early Dismissal' for all students monthly. Early dismissal care is included in all PM coverage for registered participants. If your child is only registered for AM coverage and needs the additional afterschool childcare, this is available through the "single day service" add-a-day option. Please stop by one of the front desks or register online.

DAY OFF SCHOOL CARE AT BOLINGBROOK RECREATION & AQUATIC COMPLEX (200 Lindsey Ln.)

The Bolingbrook Park District offers a program for Valley View School District 'School Days Off' outside of the REACH program. Throughout the day, children will get active and enjoy activities (*not limited to*) such as arts and crafts, games, sports, music, playground (weather dependent) and swimming every day at Pelican Harbor Indoor Pool. Participants will bring a sack lunch, two snacks, a swim suit, towel and a water bottle.

2024–2025 School Dates Include:

- October 14 (*Indigenous Peoples Day*)
- October 24 (*Parent Teacher Conference*)
- October 25 (*Parent Teacher Conference*)
- January 20 (*Martin Luther King Jr. Day*)
- February 17 (*President's Day*)
- March 3 (*Casmir Pulaski Day*)

Fee: \$35/day

Time: 8:00 am–4:00 pm

After Care: \$10/day

Time: 4:00 pm–6:00 pm



Please Note: Additional enrollment and fees are required before the scheduled date off.

SINGLE DAY AM SERVICE

The REACH program does offer a single day AM service for those students already enrolled in the REACH program that need AM coverage for a single day. There is a fee of \$9.00 per day that needs to be paid prior to the day of service. Registration can be done online. The add-a-day option can be found on the website registration at the top of the page, in the middle, under **Schedule a Visit**. (*Please note: This service is intended for emergency usage only. Park District reserves the right to request parents to adjust their services if deemed appropriate by staff due to overuse.*)

SINGLE DAY PM SERVICE

The REACH program does offer a single day PM service for students already enrolled in the REACH program that need PM coverage for a single day. There is a fee of \$10.00 per day that needs to be paid prior to the day of service. Registration can be done online. The add-a-day option can be found on the website registration at the top of the page, in the middle, under **Schedule a Visit**. (*Please note: This service is intended for emergency usage only. Park District reserves the right to request parents to adjust their services if deemed appropriate by staff due to overuse.*)

MEDICATION DISPENSING

The Bolingbrook Park District will not dispense medication to a minor child or other participant until the 'Permission and Waiver to Dispense Medication' and all other 'Medication Informational Forms' have been fully completed by a parent/guardian. All medication must be delivered in the original prescription bottle (*you can request additional bottles from your pharmacy*) a week prior to the start of the program. The bottle must contain the participants name, medication, dosage, and time of day the medication is to be given.

AMERICANS WITH DISABILITIES ACT (A.D.A.)

The Bolingbrook Park District complies with the Americans with Disabilities Act, which prohibits discrimination on a basis of disability. Bolingbrook Park District will make reasonable accommodations in recreation programs to enable participation by an individual with a disability. **Please make requests at least two weeks prior to the start of the REACH program if you need accommodation and indicate at the time of registration on your child's registration form.**



Bolingbrook Park District



EXTENDED CARE	
HOURS OF OPERATION	
AM	6:45–9:00 am
PM	3:30–6:00 pm

Registration Opens July 8, 2024

5 DAY OPTION				
Service	# of Children	Pioneer	Jonas Salk	Monthly Cost
AM	1	202210-F10	202410-F10	\$153
	2			\$230
	3			\$288
PM	1	202210-F20	202410-F20	\$167
	2			\$251
	3			\$313
BOTH	1	202210-F30	202410-F30	\$305
	2			\$457
	3			\$571

3 DAY OPTION				
Service	# of Children	Pioneer	Jonas Salk	Monthly Cost
AM	1	202210-F40	202410-F40	\$104
	2			\$157
	3			\$195
PM	1	202210-F50	202410-F50	\$121
	2			\$182
	3			\$227
BOTH	1	202210-F60	202410-F60	\$210
	2			\$315
	3			\$394

Monthly Payments are due by the 20th of each month.

For more information regarding the REACH program, please contact Susan Meier at (630) 783-6644 or smeier@bolingbrookparks.org.

We make the fun happen!
bolingbrookparks.org