

Pre-K Summer Program

SUMMER 2021 OVERVIEW



The PreK Summer Program is designed to provide a safe, nurturing childcare environment for families needing care in the summer months. The program will serve both current SCS families as well as those within the broader community to provide well-rounded experiential and educational opportunities for PreK students to foster intellectual, physical, emotional, and spiritual development. Christian-based curricular resources will be the foundation for the weekly thematic units and activities to blend a PreK classroom setting with a “summer camp” style experience!

Program Dates & Themes:

- Week 1: June 21 - 25; Crayon Crazy!
- Week 2: June 28 - July 2; Serengeti Trek
- Week 3: July 5 - 9; Fun on the Farm
- Week 4: July 12 - 16; Camp SONrise
- Week 5: July 19 - 23; Coastal Critters
- Week 6: July 26 - 30; Fiesta of Faith
- Week 7: August 2 - 6; Kingdom Rock
- Week 8: August 9 - 13; Summer Send-Off!

Visit the SCS Website for full descriptions of each weekly theme, a sample daily schedule, and planning calendar!

Enrollment Options: The PreK Summer Program is open to students who have completed PreK 3 or PreK 4 in the 2020-2021 school year (those who have turned 4 years old by September 1, 2021). Students must be toilet trained for enrollment. In order to maintain compliance to staffing requirements held by the Maryland Office of Childcare, space is very limited and spots will be filled on a first come, first served basis. Registration must be made for full weeks at a time, either all full days or all half days.

Cost:

- Registration & Activities Fee (one time) - \$50
- Full Days (7:30 am - 3:30 pm) - \$175 per week
- Half Days (7:30 am - 12:30 pm) - \$125 per week

Registration & Payment Procedures:

- Step 1: Complete the online registration form, indicating each week(s) of desired attendance for full or half days.
- Step 2: Print and complete the PreK Summer Program Enrollment Confirmation Form and return it to the Program Coordinator. The \$50 Registration & Activities Fee and a \$25 deposit per week for which each child is registered (both are non-refundable) are due along with this form. Registration is not guaranteed until this form and payment are received.
- Step 3: Payment of the balance of each week of the program (weekly cost, less the \$25 weekly deposit) is due, via check, one full week prior to the start of the week. See the Payment Calendar for specific dates.

Note: Should all available spots become filled for a particular week, a waiting list will be established. All online registrations are timestamped, and will be prioritized on a first come, first served basis. The Program Coordinator will communicate with families regarding the waiting list and availability.

Payment Calendar:

What?	Amount Due*	Due Date
Registration & Activities Fee <i>plus</i> Weekly Deposit	\$50 <i>plus</i> \$25 per week registered	Immediately upon submission of online registration
Week 1 Payment	\$150 - Full days \$100 - Half days	June 14, 2021
Week 2 Payment	\$150 - Full days \$100 - Half days	June 21, 2021
Week 3 Payment	\$150 - Full days \$100 - Half days	June 28, 2021
Week 4 Payment	\$150 - Full days \$100 - Half days	July 5, 2021
Week 5 Payment	\$150 - Full days \$100 - Half days	July 12, 2021
Week 6 Payment	\$150 - Full days \$100 - Half days	July 19, 2021
Week 7 Payment	\$150 - Full days \$100 - Half days	July 26, 2021
Week 8 Payment	\$150 - Full days \$100 - Half days	August 2, 2021

**The Amount Due listed is the total weekly cost minus the \$25 weekly deposit paid at the time of registration.*

Registration & Activities Fee and Weekly Deposits must be submitted with the PreK Summer Program Enrollment Confirmation Form and accompanying check, permission to draft, or confirmation of credit card payment. Families who wish to pay the full enrollment amount up front may indicate that with that initial form and payment. Otherwise, weekly payment must be submitted with the PreK Summer Program Weekly Payment Form and accompanying check or credit card payment confirmation.

Program Procedures: Drop off will begin at 7:30 am at the exterior classroom door of Room 136 (the door is labeled with the room number and is located between Founders Hall and the Nehemiah Center). Students will be provided with a mid-morning snack. All students must bring a packed lunch. Half day students can be picked from the exterior classroom door at 12:30 pm. Full day students should bring a crib-sized sheet, blanket, and small pillow for rest time every Monday for the week; bedding will be sent home each Friday for washing. Full day students can be picked up from the exterior classroom door at 3:30 pm. A weekly newsletter will be shared by program staff each week, detailing specific special activities or events.

Late Pick-up Policy: Parents who arrive after 3:30 pm will be charged \$1.00 per minute, payable by check at the time of pick-up or given directly to the PreK Program Coordinator the following day. After the third late pick-up, the family will forfeit the privilege of using the PreK Summer Program service. Payments already made are nonrefundable.

Cancellation Policy: The non-refundable \$50 Registration & Activities Fee and a \$25 deposit per week for which each child is registered are due at the time of registration. Payment of the balance of each week of the program (weekly cost, less the \$25 weekly deposit) is due one full week prior. Communication of cancellation for any given week must be made via email to the Program Coordinator prior to the Monday when payment is due. On the payment due date for each week, parents assume full responsibility for paying the weekly cost. See the Payment Calendar for specific dates.

Staffing and Volunteer Policy: All staff work under the Principal / PreK Summer Program Coordinator and must fill out an SCS Staff Application, be interviewed, and complete a background check. Volunteers may be utilized on a limited basis, per the program needs. All volunteers will also be required to complete a background check.

Conduct and Discipline Policy: SCS is committed to providing a safe and positive environment for children. To ensure this, children and parents are expected to immediately report any personal offenses or threatening situations to the Coordinator. The PreK Summer Program will follow all policies established in the SCS Parent / Student Handbook. Discipline measures may include: verbal warning, time out, loss of privileges, phone call to parent, parent conference, or suspension from the PreK Summer Program. Refunds will not be issued for disciplinary suspension.

Personal Belongings: SCS will not be held responsible for lost, stolen, or damaged items. Children should not bring personal items that cannot be replaced.

Cell Phone and Personal Device Policy: As per the SCS Parent / Student Handbook, the use of personal devices for Lower School students is not permitted. School-issued device use will be at the discretion of the staff.

Pet Policy: No pets of any kind are permitted inside the school building during program hours.

Weather Policy: In the event of an unexpected closure (for weather or other emergency circumstances) communication will be sent to parents via text message alert. Refunds will not be issued for days the program is closed due to inclement weather or any other unforeseen emergency or situation.