

TIGER CARE PROGRAM 2019-2020



**North Elementary
South Elementary
East Elementary
West Elementary**

**Stephanie Phillips, Childcare Coordinator
417.693.7325**

TIGER CARE PROGRAM INFORMATION

OUR WEEKLY RATES ARE AS FOLLOWS:

MORNING and AFTER SCHOOL	Full time weekly charge	\$70.00
	Additional child	\$50.00
6:30-8:30 MORNING FULL TIME	Full time weekly charge	\$35.00
	Additional child	\$25.00
3:45-6:00 AFTER SCHOOL FULL TIME	Full time weekly charge	\$35.00
	Additional child	\$25.00
DAILY CHARGE	1 st Child	\$7.00
6:30 – 8:30 or 3:45 – 6:00	Additional Child	\$5.00
Full Time Non-School Days (6:30 a.m. to 6:00 p.m.)		\$40.00
	Additional child	\$25.00
Half – day Charge		\$20.00
	Additional child	\$15.00
Spring Break Fees		\$100.00
	Additional child	\$70.00

***Child discount applies only to full/equal sessions within the K-5 buildings. If sibling attendance has 5 or more non-equal sessions, sibling discount will be cancelled and not reinstated. If one sibling is funded by outside source (i.e. state aid), sibling discount will not be granted to accounts. All decisions are at the discretion of the Director.*

Kindergarten – 5th grade - Operation time is 6:30 a.m. to 8:25 a.m. for morning and dismissal of school until 6:00 p.m. Failure to pick up your child(ren) will result in a \$.50 per minute late fee being applied to your weekly charge. If late pick up becomes repetitious, services may be discontinued at the programs request. (**PLEASE NOTE: The Tiger Care Program morning fee will be assessed for any child dropped off at school before 8:25 a.m. A child who is not picked up from school at dismissal will be taken to the Tiger Care After School Program, and fees will be assessed*).

****The Tiger Care Program reserves the right to reject any and all applications and to deny enrollment to any child as permitted by state and federal law.**

****Any student that uses the Tiger Care Program, due to suspension from bus transportation will follow the guidelines set forth by the director of the program. The guideline includes: limited to no involvement in the activities during the Tiger Care Program and normal fees apply.**

PAYMENT POLICY

1. Payment is due at the beginning of the week, for current week. (*Checks must have phone# listed at top*)
2. Childcare services will be **terminated** when payment is **one weeks overdue**.
3. Holiday/special day payment is due prior to your child's attendance in the program. All children should be signed up prior to these special days.
4. *If accounts under family name has any unpaid balances from previous years, family with child(ren) are unable to attend the Tiger Care Program, until balances are paid in full.*
5. A \$50.00 deposit fee is required for each child enrolling in the program. This fee will be applied to the last week of school, rolled over to the next year or a refund granted per director and only after the last week of school by completing the appropriate form.
6. All outstanding balances will be posted to child's SIS account at the end of the school year. (**Notices of outstanding balance will be emailed or mailed after the end of the school year.*)
7. Confirmation of state aid is required prior to attendance or fees paid by guardian until approved. (**Family Discounts do not apply to state aid accounts.*)

MEALS / SNACKS

1. The option of purchasing breakfast is provided in the mornings and will be charged to the child's SIS account. (*Breakfast served as long as the cafeteria is available.*)
2. An afternoon snack and milk will be provided after school at no additional charge.
3. Children will need a sack lunch and a drink on full and half-day attendance.

DISCIPLINE

Students are expected to follow all building and playground expectations set by the building principal, refer to the student [handbook](#) when attending the Tiger Care Program. Parents will be notified in writing of serious disciplinary issues. Serious disciplinary issues may result in dismissal from the program if a child has 3 or more discipline reports.

ILLNESS POLICY

1. If your child is ill, please **DO NOT** bring him/her to Tiger Care. Should he/she become ill while in the program, you will be asked to make arrangements for the child to be picked up immediately and *not return for 24 hours*.
2. If children have been exposed to a communicable disease during Tiger Care hours, parents will be notified.
3. Immediate first aid will be provided for a child who sustains a minor injury (scratches, scrapes, and insect bites, etc.) In addition, the child's parent will be notified.
4. Parents should understand that a school nurse is not available during the Tiger Care hours.

MEDICATION POLICY

Medications should be taken at home or during the school day. The school nurse is not available during Tiger Care hours. Tiger Care staff may NOT administered prescription medications; questions contact the Tiger Care Director. As per school policy medications must be kept in the nurse's office. Parents should make arrangements to deliver medications with the nurse. EPI pens and other devices must be communicated with Site Coordinator.

RELEASE OF CHILD

1. Children can only be picked up by someone authorized either on the enrollment forms or with a written dated notice. Pick-up person must be of 16 years of age or older.
2. All children must be signed in/out each day in both the computer program and notebook. Children themselves may not do the computer or notebook sign in/out process.
3. Any changes in child pick up on any particular day must be called into the office between 8:00 a.m. – 2:30 p.m.

TECHNOLOGY POLICY

Tiger Care is not responsible for any loss, stolen or damage personal technology devices. Refer to the [Ozark School Board Policy](#) and [Handbook](#). The [Acceptable Use Policy](#) (AUP) applies to usage of technology devices used during the Tiger Care Program.

RESPONSIBILITIES

CHILDREN'S RESPONSIBILITIES INCLUDE:

- Taking care of equipment.
- Cleaning up after themselves.
- Sharing equipment with others.
- Keeping their hands to themselves.
- Using appropriate language.
- Treating staff with respect.
- Coming to Tiger Care directly after school.
- Being responsible for all personal belongings.

PARENT'S RESPONSIBILITIES INCLUDE:

- Signing their child in and/or out of the computer and notebook.
- Picking their child up on time.
- Treating staff with respect.
- Paying their fees on time.
- Bringing concerns to the Site Coordinator.
- Notifying staff of changes in pick-up.
- Knowing about changes in policy.
- Informing staff of child's contagious illness.
- Keeping child's record up to date.

**Failure to log your child into the Child Care software program properly can cause termination of your child's participation in the Tiger Care Program.*

PROPOSED
TIGER CARE PROGRAM SCHEDULE 2019-2020

The child care program will be open on the following days when classes are not in session at Ozark School. *Check dates & locations of program. Dates & locations are subject to change.*

****Every Friday is an early out and it will be the normal charge of \$7.00 for the Kindergarten – 5th grade program; no extra charge applied.****

- October 18th NO SCHOOL - Full day – Teacher Workday for Conferences
All Programs Attending at North/West Elementary
- November 5th NO SCHOOL - Full day – Election Day -- Teacher Professional
Development Day All Programs Attending at North/West Elementary
- December 20th NO SCHOOL - Full day –Teacher Work Day / Professional
Development Day All Programs Attending at North/West Elementary
- March 16th – 20th SPRING BREAK – All Programs Attend at North/West Elementary
****Must have 30 students from the district signed up to have program.**
- May 22nd ½ day –After school Tiger Care will be offered at Half Day rate

******Full/Half Day sessions will require 30 paying students from the whole district to be signed up for attendance in order to have the program open for the day. Sign-up sheets are provided; please sign up your child by the cut-off date. Full/Half Day fees will automatically be applied, for those signed-up, unless the session is cancelled.**

INCLEMENT WEATHER

Tiger Care will be open until 6:00 p.m. on afternoons when school is dismissed for inclement weather. The Tiger Care program will not be open on days when school is cancelled due to the inclement weather.

****TORNADO THREATS PROCEDURES****

In the event that a tornado is detected in the area the Tiger Care program will move to the tornado shelter within their building. Students and staff will not be put at risk for parents continuing to pick up their child during this time. *Please be aware of the location in your building and procedures.*

Tiger Care Site Phone Numbers & StateAid DVN#

North Tiger Care – (417)582-4785 ---- Ozark R-VI North Tiger Care-DVN#002030742

South Tiger Care – (417)582-4885 ---- Ozark R-VI South Tiger Care-DVN#001519851

East Tiger Care – (417)582-5784 ---- Ozark R-VI East Tiger Care-DVN#001519860

West Tiger Care – (417)582-5760 ---- Ozark R-VI West Tiger Care-DVN#001519833

6th Grade/North Tiger Care – (417)582-4785 --- Ozark R-VI North Tiger Care-DVN#002030742

Stephanie Phillips, Childcare Coordinator -- (417)693-7325

AM-HOURS ONLY _____ PM-HOURS ONLY _____ AM & PM HOURS _____ FRIDAY PDC 1/2 ONLY _____
(Please check the program your child will be attending)

TIGER CARE ENROLLMENT FORM
OZARK NORTH, SOUTH, EAST & WEST ELEMENTARY SCHOOLS

NAME OF CHILD(REN) _____ M / F _____

HOME ADDRESS _____ ZIP _____

AGE _____ SCHOOL _____ TEACHER _____ GR _____ DOB _____

AGE _____ SCHOOL _____ TEACHER _____ GR _____ DOB _____

***If transferring from a previous Tiger Care Site—please circle which one:**
North TC / South TC / East TC / West TC / Tiger Paw

PARENT(S)/GUARDIAN(S) WITH WHOM THE CHILD RESIDES:

MOTHER'S NAME _____

MOTHER'S ADDRESS _____

PLACE OF EMPLOYMENT _____

HOME PHONE _____ WORK PHONE _____ CELL _____

FATHER'S NAME _____

FATHER'S ADDRESS _____

PLACE OF EMPLOYMENT _____

HOME PHONE _____ WORK PHONE _____ CELL _____

E-MAIL OF PARENTS: _____ / _____

FAMILY STATUS: (please circle) MARRIED SEPARATED DIVORCED SINGLE OTHER

DOCTOR _____ ADDRESS _____

DR. PHONE # _____

PLEASE SHARE WITH US ANY INFORMATION THAT WOULD BE USEFUL IN PROVIDING FOR YOUR CHILD'S NEEDS (ALLERGIES/CHRONIC CONDITION): _____

PERSON TO BE NOTIFIED IN CASE OF EMERGENCY WHEN PARENT/GUARDIAN IS UNAVAILABLE:

***Required**

NAME _____ ADDRESS _____

RELATIONSHIP TO CHILD _____ PHONE _____

****ONLY THE FOLLOWING PERSONS MAY PICK MY CHILD UP FROM TIGER CARE PROGRAM:**

1. _____
2. _____
3. _____
4. _____

Parent Signature _____

Date: _____

OZARK TIGER CARE PROGRAM REGISTRATION AGREEMENT

I understand that I am committing myself to participating in the Tiger Care Programs of the Ozark R-VI Schools for the duration of the school year unless unforeseen events make withdrawal necessary.

I understand that I am responsible for payment at the **beginning of each week, for the week**. I further understand that childcare services will be terminated when payment is one week delinquent. Checks are to be made payable to: **TIGER CARE PROGRAM**.

I understand that my child **WILL NOT BE RELEASED TO ANY PERSON(S) NOT LISTED** on the application form and the pick-up person must be of at least 16 years of age.

I will sign my child(ren) in and out daily in both the computer program and notebook. Failure to complete both processes will terminate childcare services.

I understand if I am late picking up my child(ren), I will be charged *\$.50 per minute* for every minute my child is at Tiger Care after 6:00 p.m. If my child is having problems, a conference will be arranged between the parent, staff and program director.

The Tiger Care Programs reserve the right to terminate childcare services if it is determined that placement is unsatisfactory.

I understand that if bad weather forces the cancellation of regular school, Tiger Care will be closed.

I understand that there is NOT a nurse on duty at the time my child is at the Ozark Tiger Care program.

I understand it is my responsibility, as a parent to inform the Site Coordinator of any emergency device my child requires.

I have read, and agree to all the fees and policies procedures outlined in the [Tiger Care Parent Information Packet](#). ***Changes have been made to the Tiger Care application from the previous school year.*

I understand it is my responsibility to inform/make copies of Custodial Documentation / Parenting Plan for the Tiger Care Site Coordinator.

SIGNATURE

DATE

**Must sign and return 1 of 2*

8/7/2019

K-5th Grade Tiger Care Application 19-2020.doc