



## **Pre K 3 & 4 Extended Care Program**

Welcome to the Pre K Extended Program. Our goal is to provide your child continuous care both before and after school. We will ensure that your child gets to their proper classroom in time for the PreK day to begin, and will collect them at the end of the day for after care. Masks are needed at all times while in the building.

**Before Care:** Before care opens at 6:30 am beginning 9/07/21. At this time your child will be in a classroom with their peers. Your child may have breakfast or a snack at this time. Please provide all items needed for your child including utensils and napkins. We are also unable to heat any food. Please take note that we will be taking the children to their classrooms at 7:50 am. Please make sure that they are able to finish their meal in the time they are with us. (For example, if you arrive at 7:45 am, a child may not have enough time to sit and eat a pancake breakfast in the remaining 5 minutes).

**After Care:** After care begins approximately 2:30- 2:45, when dismissal is almost complete for Pre K. We will collect the children and move into a designated classroom for the afternoon. Here we will have a snack provided by PJPII. This often consists of one of the following: cheese sticks, yogurts, pretzels, graham crackers, applesauces, etc. I do not know beforehand what the snack is for the day. I do suggest also packing a snack from home as, my experience has shown, some of the children may not like or want what is provided. We will have gross motor play either outside or in the gymnasium, and have inside activities until parents arrive.

**Drop Off:** Before care drop off occurs at the Little Saints Entrance located at the rear of the school. Look for **Door G** next to the small playgrounds. Masks must be worn when dropping off. Please remember to follow the one way signs and to *never* pass the PreK car line. If you arrive after 7:50am, you may enter the PreK car line and have your child enter the school that way.

**Pick Up:** At this time, we will continue pick up procedures the same we have done the past year. Please pull up to the parking spaces in front of Door 4 at the rear of the school. Someone on staff will be there to bring your children out to your car. Very Important: Please have a sign with your child's name in large bold letters in the window. Also be prepared to show photo id to staff who may not be familiar with each parent.

We may revise this pickup procedure in the future to allow parents in the building, but due to rising COVID numbers, we wish to keep the school as contained as possible.

**PJPII Days Off:** There are a few days throughout the school year when PJPII will be closed, but Little Saints will be open. We will be here to provide all day care for your child if needed. Please see the Little Saints Holiday Schedule

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for the days that Little Saints is closed, therefore no care will be available. For these days when your child will attend all day with Little Saints, no hot lunch program or snacks will be available. Please be sure to pack your child all lunch, snacks, and water bottles. Also needed will be their nap mats. I will send out an email before each of these days to see who will be attending.

**Staff:** The teachers and staff providing care to your children are PJPII and Little Saints employees. Some are current grade level teachers working after school, others have been hired specifically for these positions, and others are from Little Saints working in the PreK Extended Care. All providers have gone through the same background checks and clearances, obtained proper training, and have experience in this grade level.

**School Closures:** Little Saints Academy and Pre K Extended program follows the Coatesville School District for weather delays and closures. In the event of a 2 hour PJPII delayed opening, Little Saints opens at 9:15 am.

We look forward to another amazing year with your little ones!

God Bless,

Jackie Fuller  
Director  
Little Saints Academy