

# KidsCare™

*“Quality Childcare As Part Of Our Family”*



*Doylestown, Pennsylvania*

# KidsCare™

(A comprehensive program of school-age child care services)

## Pennsbury School District

2023 - 2024

*“The best home away from home!”*

# Program Portfolio & Parent Handbook

**KidsCare of Pennsbury**  
Doylestown, Pennsylvania  
[www.kidscareofpennsbury.com](http://www.kidscareofpennsbury.com)

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**KidsCare of Pennsbury**  
**Calendar of Events**  
**September 2023 - June 2024**

August/September (2023)							October (2023)							November (2023)						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
27	28	29	30	31	1	2	1	2	3	4	5	6	7				1	2	3	4
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18
17	18	18	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30		
31	26	27	28	29	30															
9/4 - Holiday / KidsCare CLOSED 9/5 - First Day of School (Kindergarten) / KidsCare Open 9/6 - First Day of School (Grades 1-5) 9/25 - Holiday / KidsCare Day-Off Program at Makefield **Day-Off Program at Makefield runs from 7 AM to 6 PM														11/7 - In-Service / KidsCare Day-Off Program at Makefield 11/10 - Grading Day / KidsCare Day-Off Program at Makefield 11/13 - Holiday / KidsCare Day-Off Program at Makefield 11/20 - Early Dismissal / Half Day Program at KidsCare Sites 11/21 - Early Dismissal / Half Day Program at KidsCare Sites 11/22 - Conferences / KidsCare Day-Off Program at Makefield 11/23 - Holiday / KidsCare CLOSED 11/24 - Holiday / KidsCare CLOSED **Day-Off Program at Makefield runs from 7 AM to 6 PM						
December (2023)							January (2024)							February (2024)						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
					1	2		1	2	3	4	5	6					1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29		
31																				
12/22 - 1/1 Winter Break / KidsCare CLOSED							1/1 - Holiday / KidsCare CLOSED 1/15 - Holiday / KidsCare CLOSED 1/29 - Grading Day / KidsCare Day-Off Program at Makefield **Day-Off Program at Makefield runs from 7 AM to 6 PM							2/16 - EarlyDismissal / Half Day Program at KidsCare Sites 2/19- Holiday / KidsCare CLOSED						
March (2024)							April (2024)							May (2024)						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
					1	2											1	2	3	4
3	4	5	6	7	8	9		1	2	3	4	5	6	5	6	7	8	9	10	11
10	11	12	13	14	15	16	7	8	9	10	11	12	13	12	13	14	15	16	17	18
17	18	19	20	21	22	23	14	15	16	17	18	19	20	19	20	21	22	23	24	25
24	25	26	27	28	29	30	21	22	23	24	25	26	27	26	27	28	29	30	31	
31							28	29	30											
3/28 - Holiday / KidsCare Day-Off Program at Makefield 3/29- Holiday / KidsCare CLOSED **Day-Off Program at Makefield runs from 7 AM to 6 PM							4/1 - Holiday / KidsCare Day-Off Program at Makefield 4/8- Grading Day / KidsCare Day-Off Program at Makefield 4/18- EarlyDismissal / Half Day Program at KidsCare Sites 4/19 - Conferences / KidsCare Day-Off Program at Makefield 4/23 - In-Service / KidsCare Day-Off Program at Makefield **Day-Off Program at Makefield runs from 7 AM to 6 PM							5/24- EarlyDismissal / Half Day Program at KidsCare Sites 5/27 - Holiday / KidsCare CLOSED						
June (2024)							LEGEND													
S	M	T	W	Th	F	S														
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2	3	4	5	6	7	8														
9	10	11	12	13	14	15														
16	17	18	19	20	21	22														
23	24	25	26	27	28	29														
30																				
6/13- EarlyDismissal / Half Day Program at KidsCare Sites 6/14- EarlyDismissal / Half Day Program at KidsCare Sites 6/17- Last Day of School / EarlyDismissal / No PM Care																				

# KidsCare™

(A comprehensive program of school-age child care services)

## Pennsbury School District

### Mission Statement

*KidsCare, founded in 1991, provides high quality school-age child care for families in a safe, friendly, and child-centered environment. We offer diverse enrichment and learning activities that build self-esteem, develop skills for navigating challenging situations, nurture positive social relationships, and embrace a healthy respect for community. Our programs are licensed by the DHS, are all developmentally age-appropriate, and are taught by certified teachers.*

### Aims & Objectives

The aims and objectives of **KidsCare “AM”** and **KidsCare “PM”** are ...

- to provide a comprehensive, high-interest program that includes positive incentives for every child to want to attend and participate actively.
- to provide a program in a relaxed, child-centered atmosphere geared towards providing a variety of unique enrichment and learning activities that reinforce the educational experiences of children, promote personal and social development, and foster a lifelong interest in learning.
- to provide activities that encourage children to develop new skills and interests, think critically, make decisions and solve problems.
- to promote safe practices and to provide children with strategies and skills for avoiding, as well as dealing with, challenging situations.
- to provide opportunities for children to develop a better understanding of their local community, as well as the global community.
- to provide parents with a high-quality, reasonably affordable child care program for their elementary-age children.
- to provide before-school and after-school child care in a safe and comfortable neighborhood school setting.

*We comply with applicable Federal civil rights laws and do not discriminate, exclude, or treat people differently based on their race, color, national origin, sex, age, or disability.*

*All KidsCare programs are operated in adherence to the “After School Standards” established by the Council on Accreditation in collaboration with the National Afterschool Association.*

*Member of National Afterschool Association, After-School Alliance, National Association for the Education of Young Children, and Pennsylvania School-Age Child Care Alliance.*

#### KidsCare™

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### Program Locations

The KidsCare program will be offered at seven (7) locations throughout the Pennsbury School District during the 2023 - 2024 school year.

- Afton Elementary School
- Edgewood Elementary School
- Eleanor Roosevelt Elementary School
- Makefield Elementary School
- Oxford Valley Elementary School\*  
(also serving Fallsington Elementary School)
- Penn Valley Elementary School\*  
(also serving Manor & Walt Disney Elementary Schools)
- Quarry Hill Elementary School

\*Transportation to and from the KidsCare programs will be provided to students attending Fallsington, Manor, and Walt Disney Elementary Schools by the Pennsbury School District at no extra charge.

### Program Tuition Fees (no discounts/credits for days unattended)

The following is a listing of program fees for KidsCare 2023-2024:

<b>KidsCare "AM"</b>		
<b>Full-time Enrollment (5 days per week)</b>		
First Child: <b>\$250 / month</b>	Second Child: <b>\$225 / month</b>	Third Child: <b>FREE!</b>
<b>Part-time Enrollment (4 or 3 days per week)*</b>		
Four days: <b>\$230/month*</b>	Three days: <b>\$210/month*</b>	(NOTE: no family discounts applicable)

<b>KidsCare "PM"</b>		
<b>Full-time Enrollment (5 days per week)</b>		
First Child: <b>\$330 / month</b>	Second Child: <b>\$300 / month</b>	Third Child: <b>FREE!</b>
NOTE: Full-time KidsCare "PM" enrollment includes half-day program.		
<b>Part-time Enrollment (4 or 3 days per week)</b>		
Four days: <b>\$300 / month*</b>	Three days: <b>\$270 / month*</b>	(NOTE: no family discounts applicable)

<b>KidsCare "AM/PM" (5 days per week)</b>		
First Child: <b>\$409 / month*</b>	Second Child: <b>\$370 / month*</b>	Third Child: <b>\$ FREE!</b>
<b>Part-time Enrollment (4 or 3 days per week)*</b>		
Four days: <b>\$370 / month*</b>	Three days: <b>\$330 / month*</b>	(NOTE: no family discounts applicable)

**"Half-Day" Enrollment**    **\$30/per "Half-Day" program** (no family discounts applicable)

**NOTE:** "Half-Day" enrollment is automatically included with full-time 5 day enrollment in the KidsCare "PM" program. Additional enrollments in the "Half-Day" program is only available for students enrolled part-time in the KidsCare "PM" program and/or the KidsCare "AM" program.

**"Day-Off" Enrollment**

First Child: **\$49/day**                      Second Child: **\$40/day**                      Third Child: **\$ FREE!**

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### Program Registration Fees

A **non-refundable** program registration fee is required at the time of registration. Program registration fees are as follows:

First Child: **\$99**

Second Child: **\$99**

Third Child: **FREE!**

### Additional Fees

- Late "Pick-up" Fee: \$5 for every 5 minutes after the 6PM closing time
- Late "Payment" Fee: \$40 if program tuition is not paid *in full* by 1<sup>st</sup> day of each program month
- Bounced Check Fee: \$50 for each incident in which a check payment is rejected by the bank

### General Program Information

#### Program Eligibility

The **KidsCare** program will accept the enrollment of children attending one of the schools listed under the "Program Locations/Fees" section and in **grades kindergarten through fifth grade** as of the start of the school year.

#### Program Enrollment Options

The **KidsCare** program offers the following enrollment options:

- **KidsCare "AM"** (7AM - start of school day)
- **KidsCare "PM"** (end of school day - 6PM)
- **KidsCare "AM/PM"**
- **"Half-Day" Enrollment** (time of early dismissal - 6PM)
- **"Day-Off" Enrollment** (7AM - 6PM)

Enrollment in the **KidsCare "AM", "PM", or "AM/PM"** programs can be **full-time** (daily, Monday thru Friday) or **part-time** (minimum of three days per week, and days of attendance must be consistent from week to week).

Once registered, enrollment classifications can only be changed for the succeeding program month, unless otherwise indicated. An enrollment classification cannot be changed part way through a program month, and must be submitted in writing to the **KidsCare** office prior to the 10th of the month preceding the month in which the change will become effective, otherwise all billed charges are payable in full, regardless of reason. **Enrollment classification changes and/or cancelations for the month of June will not be credited/refunded and will not change the calculation of the May tuition bill.**

**June tuition is essentially free. KidsCare is now billing on a 9-month basis (September thru May).**

### Program Calendar

The **KidsCare** program will operate five (5) days per week for the duration of the school year whenever school is in session, excluding snow days. The program will start on the first day of school and conclude on **the last full-day of school**, unless otherwise noted. **There will be no KidsCare "PM" program on the last day of school. However, the KidsCare "AM" program will operate as usual.**

### Program Hours & Attendance

The **KidsCare "AM"** program will open at 7AM and continue until the start of school, while the **KidsCare "PM"** program will start at the end of school and continue until 6PM.

**KidsCare "PM"** program will operate on **Snow "Early Dismissal" Days** should schools dismiss early for inclement weather and will operate until the regular 6PM closing time. Parents are requested to pick up their child(ren) as early as possible on these days. **Additionally, KidsCare reserves the right to close its KidsCare "PM" program at 4PM on Snow "Early Dismissal" Days when severe and extreme weather conditions exist or are predicted.**

Parents are required to personally escort their child(ren) into the **KidsCare** program area and sign in their child(ren) to the **KidsCare "AM"** program, and to personally sign out and pick up their child(ren) from the **KidsCare "PM"** program prior to the 6PM closing time. A late charge will be assessed for any late pick-up at the rate of \$5 for every five (5) minutes. Children will only be released to parents, legal guardians, or designated persons 18 years of age or older, listed on the **Student Emergency Information/Emergency Release/Student "Pick-Up" Authorization Form**.

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### Program “Discipline Exclusion” Policy

Attendance at the **KidsCare** program is a privilege, and therefore, the **KidsCare** program reserves the right to exclude any participant from any or all **KidsCare** program(s) for any behavior deemed inappropriate by staff members and program officials. Furthermore, the **KidsCare** program reserves the right to immediately remove and exclude any child from any or all **KidsCare** program(s) who poses a direct threat to the safety and welfare of others in the **KidsCare** program. In such cases, all monies paid on a child's **KidsCare** account will be completely **non-refundable**.

### Program Registration

Registration for the **KidsCare** program will begin during the month of June. Early registration is strongly encouraged since spaces are limited and program enrollments fill up quickly. However, regular registration can occur at any time during the school year, space permitting.

All full-time and part-time registrations must be accompanied by the required **non-refundable** program registration fee (see Program Locations/Fees).

Registration and all required forms must be completed prior to the child's first day in the program. Once a student is registered, any enrollment change requests will be subject to a \$25 processing fee for each request.

### Program “Sick Day” Credits

**No credits will be allowed for any unattended days, regardless of reason. Participants will receive no credit for program days cancelled due to inclement weather. No credit will be extended for sick days except for a child requiring hospitalization or suffering from a contagious illness. In these cases, a physician's note will be required prior to the approval of the sick day credit.**

### Program Fee Payments

**KidsCare program fees for enrollment are calculated on a yearly basis and divided into 9 equal payments. Monthly fees are not based on the number of program days per month.**

All monthly KidsCare tuition fees must be pre-paid and are completely non-refundable regardless of reason.

Tuition fees for each program month are billed on or near the 1st of the month, and are payable by the 5th of the month of service. A “Late Fee” of \$40 is automatically charged to any accounts not paid in full by the 10<sup>th</sup> of the program month for which the tuition fee is billed.

All late “pick-up” charges, fees for late payments, and returned check fees are payable in full upon receipt. In addition, the **KidsCare** program reserves the right to exclude any child from the program due to “unpaid” or “past due” monthly tuition fees.

Monthly statements will be mailed to all program participants. Fees may be paid by Check, Money Order, or Credit Card (VISA, MasterCard, Discover).

### Program “Child Pick-Up” Policy

Children must be signed out and picked up prior to the 6PM closing time. Late pick-up incidents are subject to be billed at \$5 per every 5 minutes. For determining the *official time*, the KidsCare staff use the school's cafeteria clock.

Children will only be released to parents, legal guardians, or designated persons 18 years of age or older, listed on the **Student Emergency Information/Emergency Release/Student “Pick-Up” Authorization Form**.

Identification will be required of any person picking up a child other than the parent or legal guardian. If any doubt exists, the child will not be released into the person's custody and the parent will be notified. Please carefully read the **Student Emergency Information/Emergency Release/Student “Pick-Up” Authorization Form** for further details.

### Program “Student Absence” Notification

It will be the responsibility of the parent or legal guardian to notify the **KidsCare** office if their child will not be attending the **KidsCare “PM”** program due to illness or other reason. If your child is scheduled to attend the **KidsCare “PM”** program, and fails to report to the program as scheduled, and attended school on that day, and no parent notification is received, the **KidsCare** staff will contact the parent and/or emergency contacts to verify the whereabouts of the child.

### “After-School” Snack

The **KidsCare** program will provide each child with a small after-school snack. Any food allergies should be recorded on the child's **Student Emergency Information/Emergency Release Form**.

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### Program “After-Hours” Telephone

Should it be necessary for a parent or legal guardian to contact the **KidsCare “PM”** program while it is in session, parents will be able to contact their child’s **KidsCare** program directly. Program telephone numbers will be provided to parents prior to the start of each school year.

### Program “Emergency Information” Policy

All children participating in the **KidsCare** program will be required to have an updated **Student Emergency Information/Emergency Release/Student “Pick-Up” Authorization Form** on file at all times. This form is required and must be completed and signed by a parent or legal guardian prior to a child’s admittance into a **KidsCare** program. Refusal of parents or legal guardian to sign this form will automatically void all registrations and monies will be refunded.

**It is the responsibility of the parent or legal guardian to assure that KidsCare officials and program staff members are alerted about special health and/or medical considerations concerning their child.**

**Parents of children who are highly sensitive to bee stings and/or have any other severe allergy will be required to complete a Severe Allergy “Action Plan” and to supply any special medicines as required by program officials.**

Due to the time of day at which the program is held, **no medication will be dispensed by program staff members.**

### Health Examination Reports (Required)

The Commonwealth of Pennsylvania mandates health examinations for all children upon entry into school. Child Care licensing requirements by the Pennsylvania Department of Human Services also require a health “physical” examination upon entry into the **KidsCare** program.

Therefore, all “new” children to the **KidsCare** program are required to submit a health “physical” examination form, with a physician’s signature/stamp, including immunization record, to the **KidsCare** program. A **Child Health Assessment** form is included with this portfolio, and extra forms are available from the **KidsCare** office. Failure to comply with this requirement within 30 days of enrollment will result in the child not being permitted to continue in the **KidsCare** program.

### Program Snow Closing/Delayed Opening/Early Dismissal Policy/ Non-Weather Related Emergency Closings

All **KidsCare** programs will not operate when schools are closed due to inclement weather for the day.

**Should schools have a one or two hour “delayed opening”, the KidsCare “AM” program will start one or two hours late depending on the length of the delayed opening.**

The **KidsCare “PM”** program will operate on **Snow “Early Dismissal” Days** should schools dismiss early for inclement weather and will operate until the regular 6PM closing time. Parents are requested to pick-up their child(ren) as early as possible on these days.

**Additionally, KidsCare reserves the right to close its KidsCare “PM” program at 4PM on Snow “Early Dismissal” Days when severe and extreme weather conditions exist or are predicted.**

Should a non-weather related situation arise causing schools to be dismissed early, **KidsCare** will adhere to the decision of the School District regarding the operation of the **KidsCare “PM”** program. Should the School District decide that **KidsCare** should open its **KidsCare “PM”** program at the start of early dismissal, **KidsCare** will immediately implement the procedures indicated on the enclosed **Emergency Contact Form**, and the **KidsCare “PM”** program will operate until all children have been safely picked up by their parents or designated “pick-up” persons. Should the School District decide that **KidsCare** will not be allowed to operate, children will be dismissed according to each school’s emergency early dismissal plan.

### Photo Release Policy

Attendance of a child at **KidsCare** implies and grants the parents’ and/or guardians’ permission to **KidsCare** officials the right to use, reproduce, and/or distribute photographs of their child participating in **KidsCare** activities, without compensation or approval rights, for use in materials created for purposes of promoting the activities of **KidsCare**.

### Court Orders Affecting Students

In situations where an enrolled student is the subject of a court order (Custody, Restraining, Protection or other) **KidsCare** must be provided with a copy of the most recent order and amendments thereto. The orders of the court will be strictly followed unless the custodial parent(s) requests a more liberal variation of the order in writing. In a case where both parents have joint/shared custody by order of the court, both parents must sign the request.

In the absence of a court order on file with **KidsCare**, both parents shall be afforded equal access to their child as stipulated by law.

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### Inclusion

Our early childhood instructors use developmentally appropriate practices and consider the unique needs of all children when planning. Staff will make every attempt to make any adaptations or modifications necessary to meet the needs of the children. Schedules, routines and activities are flexible and staff will work with therapists, special educators and other professionals to integrate individual accommodations, modifications and strategies into classroom routines and activities. Any adaptations will be reviewed with families and other professionals supporting the child.

Our responsibilities for providing care to children with disabilities is fundamentally different than the obligations of the public school and that while we will review and assist any wrap-around programs with the implementation a child's IEP, we are not required to provide services outlined in any child's IEP as we are not considered an education institution under IDEIA laws. We are required to provide reasonable accommodations under ADA laws only. Parents are welcome to discuss the reasonable accommodations that can be made for their special needs child.

Parents are asked to provide IEP information and information regarding any one-on-one or therapeutic services the child receives etc. to the director at registration and we ask that you supply us with the IEP if you have one. If your child has a one-on one at school, please let us know.

### Program Activities and Events

Each child attending the **KidsCare** programs will participate in a daily program consisting of a flexible and varied schedule of activities. The basic program components are as follows:

#### KidsCare "PM"

- **Arrival/"Cool-Off, Warm-Up" Activities**

This activity period gives the participants an opportunity to "shift gears" and relax from their busy day of school by choosing from a selection of high interest activities that help to reinforce learning, as well as to promote social interaction, self-mastery, creativity, and enjoyment. These activities will include, but are not limited to the following:

*Table-Top Games*

*Puzzles & Challenges*

*Drawing & Design*

*Word & Writing Activities*

*Building Activities*

*"I Can Do It" Mini-Craft*

*Creative Play*

*Interactive Video Games & Wii*

*The Book Nook*

**Each child will receive an after-school snack on each day of the program.**

- **Homework Helper**

"Homework Helper" provides participants with a supervised homework time, as well as an opportunity to seek additional help and tutorial assistance with homework assignments, lessons not fully understood, and research assignments. Students participating in "Homework Helper" work with the assistance of **KidsCare** staff in a quiet area of the **KidsCare** program, a school classroom, or the school library, away from the regular **KidsCare** program.

**It should be understood that this homework period does not replace a regularly established study and homework time at home when parents can review the day's lessons and review homework activities with their child and insure that it is completed as required.**

- **Enrichment Activities**

Each participant will be given the opportunity to participate in one or two enrichment or specially planned activities daily. These educational and enrichment activities are based on a monthly thematic unit, and will give participants the opportunity to enrich their experience of the world around them, while reinforcing literacy (reading, writing, listening, observing, and speaking), mathematical, scientific, and social studies skills acquired in the classroom. These activities will include, but are not limited to the following:

*Arts & Crafts (using all types of media)*

*Cooking with Kids*

*Dramatic Arts & Storytelling*

*Word & Writing Activities*

*S.T.E.M. Activities*

*Sport and Cooperative Recreational Activities*

*Cooperative Challenges & Projects*

*Community Awareness & Service Projects*

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- **Self-Help Activities**

Throughout the year's program, the **KidsCare "I Can Do It" Club** will present participants with a series of fun and stimulating activities to foster their knowledge and awareness of safe practices. These "self-help" activities will include, but are not limited to the following:

*Basic Fundamentals of First Aid*

*Preventing Home Accidents*

*"Self-Help" Skills for Kids*

*All About "Me" Activities*

*Fire Safety & Education*

*Handling Emergency Situations / Identifying Dangerous "Household" Situations*

- **S.T.E.M. Activities- ( Science, Technology, Engineering, and Math) –**

Allows children to engage to engage in hands-on, fun-related, educational activities related to science, math, engineering and technology. Discover the nuts and bolts of engineering, construct a fleet of rockets, learn about nature, space and its biggest secrets and learn the coolest math-based games.

- **Health Awareness Activities**

The **KidsCare "Healthy Kids" Club** presents participants with a series of "healthy habits" activities to foster their knowledge and awareness of healthy practices and good nutrition. These health awareness activities will include, but are not limited to the following:

*Nutrition & Healthy Choices Exercise*

*Physical Activity*

- **Leisure Arts Club**

**KidsCare** recognizes the importance of leisure arts and the positive effect they can have on one's overall health and well-being. Learning and becoming proficient in a hobby or pastime can bring hours of enjoyment and build friendships with fellow hobbyists throughout one's lifetime. It is for this reason that the **"Leisure Arts Club"** has been integrated into the **KidsCare** program. Each week participants will have the opportunity to try some leisure art skills which include, but are not limited to:

*Knitting & Crocheting*

*Beading*

*Weaving*

*Model Making*

- **Community Awareness Activities & Projects**

The idea and belief that *"I can make a difference"* is the central theme to **KidsCare's Community Awareness** activities and projects. Each participant will have the opportunity to be actively involved in learning about "community", as well as participating in meaningful projects helping members of their local community, as well as the global community as a whole.

- **Special Enrichment classes** (Held at participating schools for an additional fee. Please call for locations) **Courses include but are not limited to:**

*Chinese*

*German*

*Chess*

*Science Wizards*

*Spanish*

## KidsCare "AM"

- **"Warm-Up"/Supervised Creative Play**

Considering the time of day, the **KidsCare "AM"** program provides for children who need extra time to "wake up" or "slowly get into" the upcoming day's schedule. This phase of the before-school program allows children to gradually work into program activities, and enables them to simply rest, read a quiet book, participate in quiet, creative play by themselves or with a couple of friends, engage in an activity center, or relax and chat with a friend.

- **Enrichment Activities**

Each participant will be given the opportunity to participate in one or two specially planned activities daily. These educational activities are much like the activities planned for the **KidsCare** afternoon program, but are tailored for this special time of the day when the children are "waking up" and starting their day. These activities are based on a monthly thematic unit and will give participants the opportunity to enrich their experience of the world around them, while reinforcing learning. These activities will include, but are not limited to the following:

*Arts & Crafts (using all types of art media) Cooking With Kids, S.T.E.M. Activities, Dramatic Arts & Storytelling Cooperative Challenges & Projects, and Word & Writing Activities.*

- **Homework "Check"**

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## Pennsbury School District

During this time, each child will be given the opportunity to “check” their homework assignments for completeness and accuracy, and to prepare for the day’s educational program.

**It should be understood that this homework “check” does not replace a regularly established study and homework time at home where parents can “review” school assignments and homework activities with their child and insure that it is completed as required.**

### “Half-Day” Program

KidsCare will operate a “Half-Day” Program on teacher “in-service” half-days which are scheduled regularly throughout the school year, as well as parent-teacher conference early dismissal days scheduled for the Fall and Spring. “Half-Day” Programs start at the time of early dismissal and end at the regular 6PM closing time. The “Half-Day” Program is automatically included in the full-time KidsCare “PM” enrollment option. Those registered in other KidsCare programs who desire to attend the “Half-Day” Program must also select the “Half-Day” Program enrollment option on the **Registration Form/Child Care Contractual Agreement**. Enrollment in the “Half-Day” program is only available to students enrolled full-time or part-time in the KidsCare “AM” or KidsCare “PM” programs.

**We will have Half-Day programs from 11:50 AM to 6:00 PM on November 20, November 21, February 16, April 18, May 24, June 13, and June 14 at each of the regularly scheduled program sites.**

### “Day-Off” Program

This service provides working parents with the opportunity to enroll their children in an extended-day child care program on days when the schools are closed for teacher in-service days, parent conferences, and other school holidays. The “Day-Off” Program opens at 7AM and continues to 6PM. Children can be dropped off and/or picked up at any time throughout the program day.

The KidsCare “Day-Off” Program features a program similar to its KidsCare “AM” and KidsCare “PM” programs, but with the flair of a summer day camp program.

The schedule of “Day-Off” Program is listed on the “Day-Off” Program Information/Registration Form included in this portfolio.

Enrollment in the “Day-Off” Program will be on an as needed basis (see “Day-Off” Program Information/Registration Form for specific guidelines). Advanced registration is needed. KidsCare reserves the right to refuse walk-ins.

Cancellation of Day-Off registrations must be made at least 1 week prior to the actual Day-Off date, otherwise the Day-Off fee will not be refunded.

There will be a supplemental charge of \$15.00 for any student who arrives without having been registered in advance.

**Registration is available online: If you have access to a computer and the internet please go to [www.kidscareofpennsbury.com](http://www.kidscareofpennsbury.com) and complete all of the forms.**

**If you do not have access to a computer and the internet, complete pages 15 through 21 and mail to: KidsCare 5175 Cold Spring Creamery Rd, Box 16, Doylestown, PA 18902, or Fax to: 215-230-3344.**

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### *Program Themes, 2023-2024*

Throughout the 2023-2024 school year, our focus will be on the pleasures of positive enrichment experiences. We will meet new friends and keep the old, have fun exploring new activities and hobbies, do STEM, art, and cooking projects related to our themes to express our creativity. We invite you to join on the quest of.....

## **Fabulous Fun: Exploring Ways to Increase Our Joy!**

### **September - Welcome to Our KidsCare Community!**

Have Fun with Friends! Summer is over, but the fun is just beginning at KidsCare. Everyone is welcome! Play The Beach Ball Name Game, Hula Hoop Tic Tac Toe, Four Square, and other cooperative games. We'll explore friendship in literature and in creating a KidsCare community. We can make a pennant, publish a newsletter, or design a scrapbook or song. We'll exchange "Kids grams" within our KidsCare community-and have fun this month exploring ways KidsCare can help our surrounding community.

### **October - That's Entertainment: Sharpening Our Skills for Relaxation!**

How do you unwind from the stress of the day? What is your favorite activity? Do you play sports or video games? Do you like to read books or write them? Have you ever listened to music or are you more likely to put on headphones that block the noise? These are just a few of the questions we will answer as we immerse ourselves in how we have fun! We will be exploring the options we can use to unwind and enjoy our time at home with family. Maybe you like playing "Balloon Volleyball" or doing a puzzle, writing down your thoughts in a journal, or building things with Legos. Could a sensory squishy bag or a lava lamp bottle help you relax? The options are endless as we discover what you can do for fun and enjoyment.

### **November - Oh the Drama: Lighthearted Ways to Overcome Challenges!**

It's time to learn to use that dramatic flair to communicate. How about a game of Charades or Find Your Herd? We could check in with our emotions and post an emoji that fits our feelings with the option to change it as the day progresses and our feelings change. We could write and act out skits. Reviewing some Manners may help us stop some challenges before they start. Learning some Reflection Communication skills can help us think of a good way to ask someone about something that happened without assuming the wrong thing and hurting a friendship. Humor often helps in challenging moments. How about a joke of the day? So many opportunities to brighten our days.

### **December - Celebrate Winterfest: Snow Fun and Holiday!**

Let's celebrate winter with winter activities, including penguin sledding, making gingerbread houses and igloos, and playing reindeer games! We'll also honor the worldwide tradition of winter holidays. We'll celebrate the holidays many of us observe during December as we make Christmas ornaments, spin Dreidels and have a Dreidel spinning challenge, play Kwanzaa Bingo, make snowmen and snowflakes, and snowball playdough!

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### January - Creative Cooking: Trying Out New Tastes and Skills!

The weather is cold, and cooking makes us warm. Let's try some twists on old favorites like popcorn and cocoa, using spices or other ingredients to create a new taste. We could make vegetable soup with lots of help cutting the vegetables with plastic knives, of course. Making personal pizzas could be mighty tasty and a chance to try something new. Turning a plain cake into a Candy Land cake could be quite the sweet adventure! We could even cook clay with which we can make a sculpture. How about really testing out our taste buds by having a blind-fold tasting challenge with fruits and vegetables? The fun never ends when food is involved!

### February - Sticks and Stones and Dinosaur Bones!

Dreaming of dinosaurs energizes us to explore the world of dinosaurs. We will work together to draw a life-size T-Rex and see how we compare in size. Create a Dino-Land, dig for fossils, and design a cave painting about the hunt! Cook up some dinosaur nests, dye your own dino-egg or make *Edible Amber*! Make a giant Jurassic board game that all can enjoy, but remember, don't get stuck in a tar pit! Construct a volcano and make it erupt, measure the length of a brontosaurus, and mix up some Natural Paint! Create a Prehistoric Olympics that even the Flintstones would enjoy! This is the month we'll all be saying "Yabba-dabba-doo"!

### March - It's On the Menu! Let's Choose Fun!

Menus aren't just for restaurants anymore! At the KidsCare Café, it's all on the menu for fun!!! From computers and TVs to telephone answering machines, we are often asked to ... "Choose from the following menu items." Come pick your fun from the "a-la-cart" menu of fantastic activities such as a great game of Operator, What's Your Number, Computer Circuit or TV Tag, or the Smorgasbord Relay! Crafty choices include making a collage by choosing several supplies from an "artsy menu," kitchen gadget and tool printing, and concocting some Gooshy Goo! Find your favorites along with new menu combinations.

### April - Imagine That: The Power to Create!

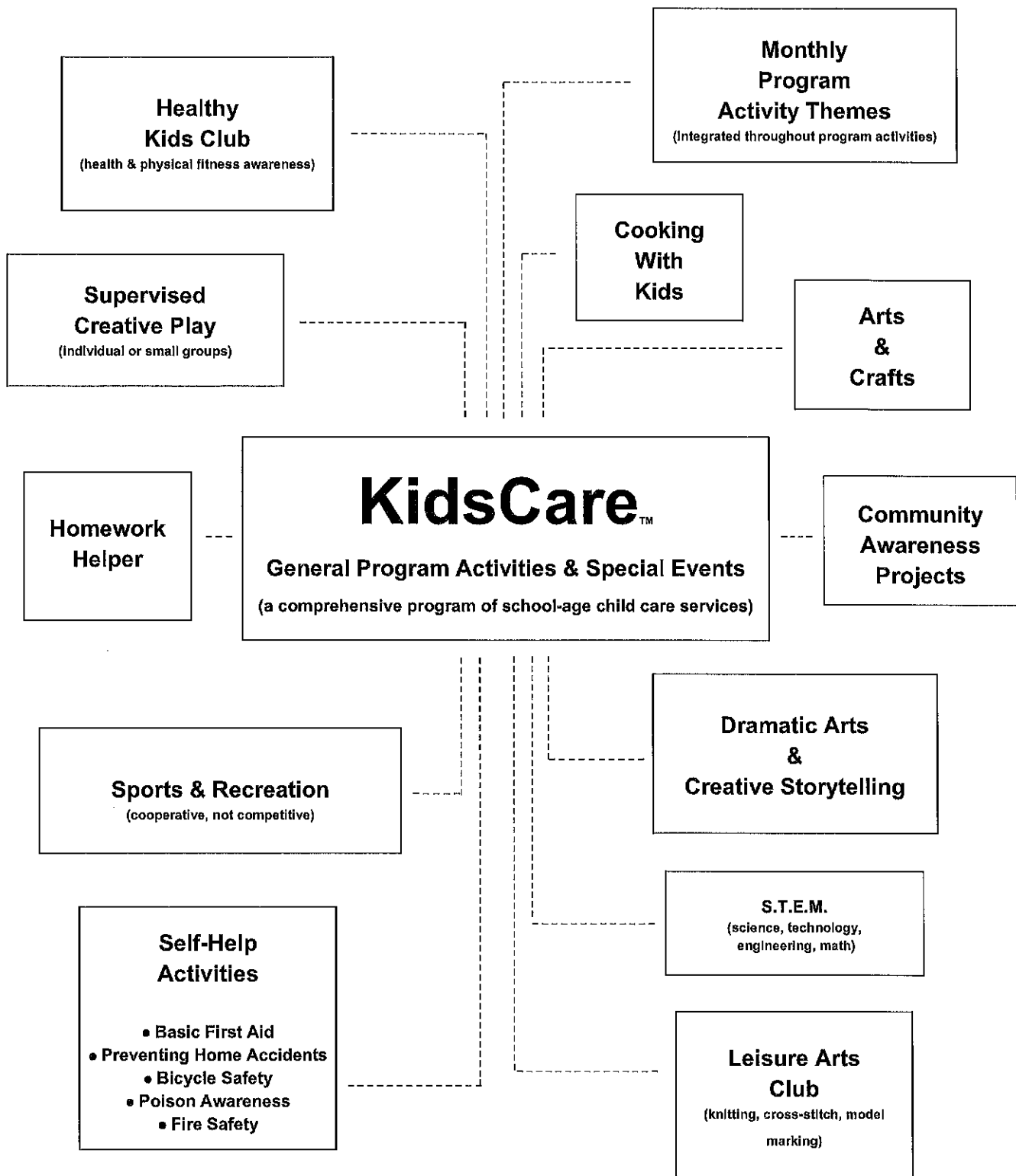
This month we're headed to Imagination Station! You don't need to pack a bag or a toothbrush to have lots of fun; fill your imagination! We will paint, color, glue, stomp, squish, toss, connect, construct, sing, act, and dream as we use the part of us that even Einstein said was "more important than knowledge"- the ability to imagine and create! A visit to Imagination Station includes making all sorts of artsy-craftsy creations, combining the rules of some of your favorite games to develop a new one, and concocting delicious treats from some very colorful ingredients. If you dream of writing or performing, you might find yourself shining in the spotlight! Bring your dreams and ideas and your imagination too... ALL ABOARD. It's time to create!

### May/June - Science Fiction Fever! Create Your World!

Ever want to travel to the center of the earth or rocket to the stars, or another galaxy? Think about spending Midnight on the Moon or riding with *Dmitri the Astronaut*. Well, here is your chance! This month we're "time warping" full speed ahead into science fiction fun! We'll launch some "intergalactic" rockets and try to keep our "Egg-o-nauts" from breaking in our great Egg Drop Experiment. What would your character be if you were a *Guardian of the Galaxy* or part of the *Star Wars* universe? If you can imagine it, we will be doing it! Come join the fun!

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## Pennsbury School District

### Registration Form/Child Care Contractual Agreement - Form 1

Directions: Please print and complete all information for the 2023-2024 school year. You may email forms [kidscare77@gmail.com](mailto:kidscare77@gmail.com).

#### Student Information

Student's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
School District \_\_\_\_\_  
Home School \_\_\_\_\_ Grade \_\_\_\_\_ (as of September 2023)

#### Mailing/Billing Information

Home Address \_\_\_\_\_ Billing Address \_\_\_\_\_  
\_\_\_\_\_  
Home Telephone \_\_\_\_\_

#### Parent/Guardian Information

Parent #1's Name _____	Parent #2's Name _____
Employer _____	Employer _____
Work Address _____	Work Address _____
Work Telephone _____ Ext. _____	Work Telephone _____ Ext. _____
Cell Telephone _____	Cell Telephone _____
Email Address _____	Email Address _____

#### Enrollment Selection

Please select the programs below you wish to enroll your child in.

**KidsCare "AM"** (7AM - start of school day)

**Full-time** \_\_\_\_\_ **... Start Date** \_\_\_\_\_  
(everyday, Monday thru Friday/does not include  
"Half-Day" program)

OR

**Part-time** \_\_\_\_\_, (circle days) **M T W TH F ... Start Date** \_\_\_\_\_  
(3 or 4 days per week/does not include "Half-Day" program)

**KidsCare "PM"** (end of school day – 6PM)

**Full-time** \_\_\_\_\_ **... Start Date** \_\_\_\_\_  
(everyday, Monday thru Friday)

OR

**Part-time** \_\_\_\_\_, (circle days) **M T W TH F ... Start Date** \_\_\_\_\_  
(3 or 4 days per week/does not include "Half-Day" program)

**KidsCare "AM/PM"** (7AM - start of school day)

**Full-time** \_\_\_\_\_ **... Start Date** \_\_\_\_\_  
(everyday "AM" & "PM", Monday thru Friday/includes "Half-Day" program)

#### Adjunct Program Options

**"Half-Day" Program** \_\_\_\_\_  
(enrollment is for ALL "Half-Day" programs during the school year)

**"Day-Off" Program** \_\_\_\_\_ (If YES, then complete Form 2)  
(see separate "Day-Off" Program Information/Registration Form for dates & fees)

#### Required Registration Fee Information

(NOTE: Registration fees are *non-refundable, regardless of reason*)

**First Child: \$99 Second Child: \$99 Third Child: FREE!**  
NOTE: youngest child being enrolled is designated as the *First Child*

Submit completed registration forms via:

1. email [kidscare77@gmail.com](mailto:kidscare77@gmail.com)
2. fax 215-230-3344
3. mail to our office

#### Credit Card Payment Information

\_\_\_\_ Charge Registration Fee \_\_\_\_\_ Charge Monthly Program Fees\*  
\*NOTE: Must complete Automatic Payment Form 6

Type of credit card \_\_\_\_\_ VISA \_\_\_\_\_ MasterCard \_\_\_\_\_ Discover

Name of Cardholder \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

*Please see reverse-side for registration procedures, program fees, enrollment change policies, and other important information.*

#### KidsCare of Pennsbury

##### Statement of Agreement (2023-2024 school year)

This certifies that I have read and understand the program information, fees, payment terms, and other guidelines contained in the KidsCare program portfolio and the contractual agreement on the reverse-side of this registration form, and agree to abide by all policies, procedures, guidelines, and regulations contained therein. My signature also authorizes KidsCare and/or Princeton Education Enrichment Program, LCC to make charges, as indicated above, against the credit card listed.

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

Provider/KidsCare Signature \_\_\_\_\_  
KidsCare™

Date \_\_\_\_\_

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## Pennsbury School District

### Registration Information/Procedures

To complete registration for your child, you must complete the following forms:

1. Registration Form/Child Care Contractual Agreement
2. Student Emergency Information/Emergency Release/Student "Pick-Up" Authorization Form
3. Civil Rights Compliance (Parent Awareness Form)
4. Child Health Report (Health Physical & Immunization Records)

**NOTE: we can reuse an existing Health Report. If the Health Records are at the school, parents must retrieve the records and submit them directly to KidsCare. KidsCare cannot pull the records from your child's school.**

If you wish to enroll in the "Day-Off" Program please complete the **"Day-Off" Program Information/Registration- Form 2**

All forms must be carefully completed, signed as required, and returned to the KidsCare office with the **required registration fee prior to your child's program starting date.** (NOTE: Registration forms & payments cannot be submitted at your child's school.)

Checks or Money Orders should be made *payable to "KidsCare"*. Please mail registration forms and check payment together.

Credit card and automatic credit card payment methods are available. For Automatic Payment please complete Form 6.

Registration forms can be submitted via emailing **kidscare77@gmail.com** or faxing **215-230-3344**. Once a student is registered, any enrollment change requests will be subject to a \$25 processing fee for each request.

If unable to email/fax, complete forms should be mailed directly to:

**KidsCare of Pennsbury**  
5175 Cold Spring Creamery Road, Box 16  
Doylestown, PA 18902

### Program Fees

\*NOTE: Annual tuition fee divided by 9-months (September through June). No discounts/credits for days unattended.

#### Full-time (5-days per week)

	<u>Child 1</u>	<u>Child 2</u>	<u>Child 3</u>
KidsCare "AM"	\$ 250 per month	\$ 225 per month	FREE!
KidsCare "PM"	\$ 330 per month	\$ 300 per month	FREE!
KidsCare "AM/PM"	\$ 409 per month	\$ 370 per month	FREE!

#### Part-time (3 or 4 days per week)

KidsCare "AM" Four days: **\$230/month\*** Three days: **\$210/month\*** (NOTE: no family discounts applicable)  
KidsCare "PM" Four days: **\$300/month\*** Three days: **\$270/month\*** (NOTE: no family discounts applicable)  
KidsCare "AM/PM" Four days: **\$370/month\*** Three days: **\$330/month\*** (NOTE: no family discounts applicable)

### "Adjunct" Program Fees

#### "Day-Off" Enrollment Program

Child 1: **\$49/day** Child 2: **\$40/day** Child 3: **\$0**

#### "Half-Day" Enrollment Program

**\$30/per "Half-day" program** (no family discounts applicable)

No charge if child is enrolled in KidsCare "PM" full-time

## Child Care Contractual Agreement

### Terms and Conditions

1. The duration of this agreement starts from the date of registration and concludes on the last scheduled day of the KidsCare program for the school year during which the registration occurs.

2. This Child Care Agreement includes all information, rules, regulations, and policies included in the KidsCare portfolio, as well as in the Registration Form/Child Care Contractual Agreement, Student Emergency Information/Emergency Release/Student "Pick-Up" Authorization Form, "Day-Off" Program Information Registration Form, and any other program information and forms provided to the user by the provider during the duration of this agreement.

3. The user, by virtue of their signature on the front side of this agreement, certifies that he/she has read and fully understands the information, fees, procedures, guidelines, and regulations contained in the above mentioned program portfolio and other program literature, and agrees to abide by all procedures, guidelines, and regulations contained therein.

4. Attendance at and participation in any KidsCare program is a privilege, and therefore, the provider reserves the right to exclude any participant from any or all KidsCare program(s) for behavior deemed inappropriate by staff members and program officials. Further, the provider reserves the right to immediately remove and exclude a participant from any or all KidsCare program(s) who, in the opinion of program staff members and program officials, poses a direct threat to the safety and welfare of others in the KidsCare program. In such cases, all monies paid on a child's KidsCare account will be completely **non-refundable**.

5. All KidsCare monthly tuition fees must be pre-paid by the "payment due date" (1<sup>st</sup> of the month) shown on the monthly statement of account. A \$40 "late charge" will be automatically assessed to any account not paid in full by the 5th program day of the month for which the tuition fee was charged. All "Late Pick-Up", late payment charges, and returned check fees are payable in full upon receipt. All tuition fees and program registration fees are completely **non-refundable**, regardless of reason, except as herein provided. The provider reserves the right to exclude any participant from any or all KidsCare program(s) due to unpaid or past due tuition and/or late "pickup" fees. Further,

the provider reserves the right to pursue to the extent of the law the collection of any and all outstanding user fees incurred at any time during the length of this contractual agreement. The user further agrees and understands that enrollment classifications can only be changed for the succeeding program month, unless otherwise indicated, and that an **enrollment classification cannot be changed part way through a program month**, and must be submitted in writing to the KidsCare office **prior to the 20th of the month preceding the month in which the change will become effective**, otherwise all billed charges are payable in full, regardless of reason.

6. The user, by virtue of their signature on the front side of this agreement, further understands and agrees that tuition billing is based on scheduled attendance, not actual attendance. Attending additional days/times, whether scheduled or unscheduled, is subject to extra fees in accordance with KidsCare policies, and further agrees to pay, in full, all billed tuition fees and charges for these program months. June tuition is essentially Free. Thus, changes/cancellations for June, will not be credited/refunded. User further authorizes KidsCare to make charges, if authorized under the Automatic Charge Card Payment Information section on the reverse side, against the charge card listed, and to be paid in full by that credit card company for all program tuition fees and charges billed for these program months.

7. The user agrees to indemnify and hold the provider harmless in the event that their child does not report to the KidsCare program on a day for which he/she is scheduled to attend. The user further understands that it is the responsibility of School District personnel to insure that the child arrives safely at the KidsCare program.

8. The user, by virtue of their signature on the front side of this agreement, authorizes the provider to make charges, as indicated in the Automatic Charge Card Payment Information section of this document, against the charge card listed.

9. The provider reserves the right to modify, change, or add any rules, regulations, fees, and policies during the duration of this agreement, and the user agrees to abide by such modifications, changes, and/or additions.

10. A returned check charge of \$50, per incident, will be assessed to any account in which a check is returned.

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## Pennsbury School District

### "Day-Off" Program Information/Registration - Form 2

The KidsCare **"Day-Off"** Program provides KidsCare families with full-day child care coverage on designated Teacher-In-Service Days and/or Student Holidays.

#### "Day-Off" Location:

Makefield Elementary School  
1939 Makefield Road  
Yardley, PA

**Directions:** Complete the information below and check the child number and each "Day-Off" Program date in which you wish to enroll your child(ren). Please note once registered advance notice is needed to cancel/reschedule a day, as per Day-Off policies stated below. There are no refunds for days not attended.

#### Student Information

Child's Name \_\_\_\_\_  
School District \_\_\_\_\_ Home School \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Telephone \_\_\_\_\_ Cell Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_

#### Program Fees for Day-Off Program

\_\_\_ First Child: **\$49 per day**     \_\_\_ Second Child: **\$40 per day**     \_\_\_ Third Child: **Free!**

#### "Day-Off" Program Dates, 2023-2024

___ Monday, September 25	___ Wednesday, November 22	___ Monday, April 8
___ Tuesday, November 7	___ Monday, January 29	___ Friday, April 19
___ Friday, November 10	___ Thursday, March 28	___ Tuesday, April 23
___ Monday, November 13	___ Monday, April 1	

**"Half-Day" Program Dates** – November 20, November 21, February 16, April 18, May 24, June 13, and June 14.

#### "Day-Off" Program Policies

- All "Day-Off" Programs OPEN at 7AM and CLOSE at 6PM. No transportation is provided. Please pack a *non-perishable* lunch.
- A Late Pickup Fee of \$5 for every 5 minutes will be assessed for late pick-ups after the 6PM closing time.
- "Day-Off" Programs are not held in each KidsCare location. Instead, they are regionalized at one (1) location within the School District.
- The location of the "Day-Off" program will be determined prior to the start of the school year, but is *subject to change*.
- Enrollments in the "Day-Off" Programs are limited, and registrations will be accepted on a first come, first served basis.
- Parents may enroll their child(ren) in the "Day-Off" Program for as many days as needed, but pre-registration is required.
- Cancellation of Day-Offs must be made at least *1 week prior* to the actual Day-Off date, otherwise fees stand *even if day is unattended*.
- "Day-Off" Programs are subject to cancellation due to inclement weather conditions. Should a cancellation occur, parents whose children are enrolled for that particular "Day-Off" Program will be notified by telephone, and a credit will be issued.
- No credit or refund will be allowed for any "Day-Off" Program days not attended, regardless of reason.
- The KidsCare program reserves the right to cancel any "Day-Off" Program with insufficient enrollment. Should a "Day-Off" cancellation be necessary, parents will be notified in advanced. Should any "Day-Off" Program be cancelled due to insufficient enrollment, a billing "credit" will be issued.
- **There will be a supplemental charge of \$15.00 for any student who arrives without having been registered in advance.**

#### "Day-Off" Statement of Agreement

I have read the "Day-Off" guidelines above, fully understand, and agree to abide by the KidsCare "Day-Off" procedures, guidelines, and regulations set forth, as well as any future "Day-Off" regulations established by the KidsCare program and/or the School District within which the program occurs.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

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## Pennsbury School District

### Student Information/Emergency Release/"Pick-Up" Authorization - Form 3

Directions: Please print and complete all information

Student's Name \_\_\_\_\_

School District \_\_\_\_\_ School \_\_\_\_\_ Grade Level (September 2023) \_\_\_\_\_

#### Student Identification Information

Date of Birth \_\_\_\_\_ Weight \_\_\_\_\_ Height \_\_\_\_\_ Color of Hair \_\_\_\_\_ Color of Eyes \_\_\_\_\_

#### Allergies/Special Medical/Health Concerns

List any food allergies, medication allergies, allergies to insect bites, seizures, delayed blood clotting factor, etc.

#### Parent Information/Emergency Contacts/Authorized "Pick-Up" Persons

**Parent 1:** Name \_\_\_\_\_ Home Address \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**Parent 2:** Name \_\_\_\_\_ Home Address \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**Family Physician** \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_  
**Family Dentist** \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_

In case of an emergency in which the school and/or KidsCare personnel are unable to contact a parent, the following persons **18 years of age or older**, are authorized and have the legal authority, until the arrival of the parent(s), to act on the parents' (s) behalf. In addition, school personnel and KidsCare personnel are authorized to release the above named child into the custody of the person(s) listed below in the event a parent/guardian is unable to "pick-up" their child from the KidsCare program. It is understood that KidsCare reserves the right not to release the above named child to any other person without the proper authorization, verbal or written, by the parent/guardian. It is further understood that school and KidsCare personnel have the right to refuse release of the above mentioned child into the custody of any of the below named persons should their identity or behavior be suspect and/or questionable, and it will be the responsibility of the parent/guardian to make other emergency "pick-up" arrangements, and that any and all "Late Pick-Up" costs incurred will be assumed by and paid in full by the parent/guardian as per KidsCare payment guidelines.

**Contact Person 1** \_\_\_\_\_ Relationship to child \_\_\_\_\_  
Cell Telephone \_\_\_\_\_ Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_  
Address \_\_\_\_\_

**Contact Person 2** \_\_\_\_\_ Relationship to child \_\_\_\_\_  
Cell Telephone \_\_\_\_\_ Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_  
Address \_\_\_\_\_

**Contact Person 3** \_\_\_\_\_ Relationship to child \_\_\_\_\_  
Cell Telephone \_\_\_\_\_ Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_  
Address \_\_\_\_\_

#### Emergency Treatment Authorization

In case of a medical emergency, I give school and KidsCare personnel permission to render emergency first aid to my child, including the securing of hospital emergency medical services.

→ \_\_\_\_\_ **Parent/Guardian Signature (required)**

I further approve and give permission to hospital emergency medical personnel to render whatever hospital emergency medical treatment is required by my child, and to transport him/her to the closest hospital or to a hospital deemed more appropriate for the type of emergency hospital treatment required by my child.

→ \_\_\_\_\_ **Parent/Guardian Signature (required)**

I further approve and authorize the above named emergency contact person(s) to act on my behalf, until my arrival, in approving whatever emergency medical treatment is deemed necessary by hospital personnel.

→ \_\_\_\_\_ **Parent/Guardian Signature (required)**

I further agree to and accept full responsibility for any and all costs involved in the rendering of hospital, emergency room, and hospital services and treatment for my child.

→ \_\_\_\_\_ **Parent/Guardian Signature (required)**

#### Medical Insurance Information

Name of Health Plan \_\_\_\_\_ Group/Plan # \_\_\_\_\_

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

**KidsCare™**

5175 Cold Spring Creamery Rd, Box 16, Doylestown, PA 18902  
Phone: 215-230-3445 Fax: 215-230-3344 Email: kidscare77@gmail.com  
www.kidscareofpennsbury.com

# KidsCare™

(A comprehensive program of school-age child care services)

## Pennsbury School District

### Civil Rights Compliance/Parent Awareness - Form 4

Directions: Please print and complete all information and sign at the bottom.

**Student's Name** \_\_\_\_\_ **Program Location** \_\_\_\_\_

In accordance with applicable Federal and State civil rights laws and regulatory requirements, you and your children, as a client of this facility, have the right:

- To be provided services at this facility and to be referred for services at other facilities without regard to your race, color, religious creed, handicap, ancestry, national origin, age, or sex.
- To file a complaint of discrimination if you have been discriminated against on the basis of your race, color, religious creed, handicap, ancestry, national origin, age, or sex.

Complaints of discrimination may be filed with any of the following:

**KidsCare**

5175 Cold Spring Creamery Road, Box 16  
Doylestown, PA 18902

**Commonwealth of Pennsylvania**

**Department of Human Services**

Bureau of Equal Opportunity  
Room 225, Health and Welfare Building  
PO Box 2675  
Harrisburg, PA 17110

**U.S. Department of Health and Human Services**

**Office for Civil Rights**

Suite 372, Public Ledger Building  
150 South Independence Mall West  
Philadelphia, PA 19106

**Pennsylvania Human Relations Commission**

**Philadelphia Regional Office**

110 North 8<sup>th</sup> Street, Suite 501  
Philadelphia, PA 19107

**Commonwealth of Pennsylvania**

**Department of Human Services**

Bureau of Equal Opportunity  
Southeastern Regional Office  
801 Market Street, Suite 5034  
Philadelphia, PA 19107

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

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# CHILD HEALTH REPORT

(55 PA CODE §§3270.131, 3280.131 AND 3290.131)

Parent/Provider fill in this part.

CHILD'S NAME: (LAST)	(FIRST)	PARENT/GUARDIAN:
DATE OF BIRTH:	HOME PHONE:	ADDRESS:
CHILD CARE FACILITY NAME:		
FACILITY PHONE:	COUNTY:	WORK PHONE:
<input type="checkbox"/> I authorize the child care staff and my child's health professional to communicate directly if needed to clarify information on this form about my child.		
PARENT'S SIGNATURE:		

Parents may write immunization dates; health professional should verify and complete all data.

<b>DO NOT OMIT ANY INFORMATION</b> This form may be updated by a health professional. Initial and date any new data. The child care facility needs a copy of the form.						
HEALTH HISTORY AND MEDICAL INFORMATION PERTINENT TO ROUTINE CHILD CARE AND DIAGNOSIS/TREATMENT IN EMERGENCY (DESCRIBE, IF ANY): <input type="checkbox"/> NONE						
DESCRIBE ALL MEDICATION AND ANY SPECIAL DIET THE CHILD RECEIVES AND THE REASON FOR MEDICATION AND SPECIAL DIET. ALL MEDICATIONS A CHILD RECEIVES SHOULD BE DOCUMENTED IN THE EVENT THE CHILD REQUIRES EMERGENCY MEDICAL CARE. ATTACH ADDITIONAL SHEETS IF NECESSARY. <input type="checkbox"/> NONE						
CHILD'S ALLERGIES (DESCRIBE, IF ANY): <input type="checkbox"/> NONE						
LIST ANY HEALTH PROBLEMS OR SPECIAL NEEDS AND RECOMMENDED TREATMENT/SERVICES. ATTACH ADDITIONAL SHEETS IF NECESSARY TO DESCRIBE THE PLAN FOR CARE THAT SHOULD BE FOLLOWED FOR THE CHILD, INCLUDING INDICATION OF SPECIAL TRAINING REQUIRED FOR STAFF, EQUIPMENT AND PROVISION FOR EMERGENCIES. <input type="checkbox"/> NONE						
IN YOUR ASSESSMENT, IS THE CHILD ABLE TO PARTICIPATE IN CHILD CARE AND DOES THE CHILD APPEAR TO BE FREE FROM CONTAGIOUS OR COMMUNICABLE DISEASES? <input type="checkbox"/> YES <input type="checkbox"/> NO IF NO, PLEASE EXPLAIN YOUR ANSWER:						
HAS THE CHILD RECEIVED ALL AGE APPROPRIATE SCREENINGS LISTED IN THE ROUTINE PREVENTIVE HEALTH CARE SERVICES CURRENTLY RECOMMENDED BY THE AMERICAN ACADEMY OF PEDIATRICS? (SEE SCHEDULE AT <a href="http://WWW.AAP.ORG">WWW.AAP.ORG</a> )  <input type="checkbox"/> YES <input type="checkbox"/> NO			<b>NOTE BELOW IF THE RESULTS OF VISION, HEARING OR LEAD SCREENINGS WERE ABNORMAL. IF THE SCREENING WAS ABNORMAL, PROVIDE THE DATE THE SCREENING WAS COMPLETED AND INFORMATION ABOUT REFERRALS, IMPLICATIONS OR ACTIONS RECOMMENDED FOR THE CHILD CARE FACILITY.</b>			
			VISION (subjective until age 3)			
			HEARING (subjective until age 4)			
			LEAD			
<b>RECORD DATES OF IMMUNIZATIONS BELOW OR ATTACH A PHOTOCOPY OF THE CHILD'S IMMUNIZATION RECORD</b>						
IMMUNIZATIONS	DATE	DATE	DATE	DATE	DATE	COMMENTS
HEP-B						
ROTAVIRUS						
DTAP/DTP/TD						
HIB						
PNEUMOCOCCAL						
POLIO						
INFLUENZA						
MMR						
VARICELLA						
HEP-A						
MENINGOCOCCAL						
OTHER						
MEDICAL CARE PROVIDER:				SIGNATURE OF PHYSICIAN, CRNP OR PHYSICIAN'S ASSISTANT		
ADDRESS:						
		PHONE:		LICENSE NUMBER:		DATE FORM SIGNED:



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## Pennsbury School District

### Automatic Credit Card Payment Authorization - Form 6

*"a fast and convenient way to pay your KidsCare bill"*

**Student's Name** \_\_\_\_\_

### Automatic Credit Card Authorization Terms

KidsCare of Pennsbury and/or Princeton Education Enrichment Program, LCC are hereby authorized to make automatic charges to the below indicated credit card in the amount of all program fees due for my child's participation in the KidsCare program(s) on/near the 1<sup>st</sup> of each month and/or when I incur extra charges (such as late pick-up fees, enrollment changes), according to all rules, procedures, and guidelines established by KidsCare of Pennsbury as agreed in the original Program Registration Form submitted for KidsCare, unless otherwise modified and/or rescinded by me in writing. KidsCare of Pennsbury will automatically charge the below indicated credit card for all KidsCare fees for the above named child.

### Credit Card Information

Type of Credit Card: VISA \_\_\_\_\_ MasterCard \_\_\_\_\_ Discover \_\_\_\_\_

Name of Cardholder \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Credit Card Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

### Cardholder's Signature

### Date

My signature acknowledges that I have read and fully understand KidsCare's automatic credit card authorization terms listed above.

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