

BEFORE & AFTER SCHOOL PROGRAM BASIC INFORMATION SHEET

Operational Information

1. The after school program will operate on the Johnston County School Schedule
2. Ages: Kindergarten thru 5th grades
3. The after school operating hours are: Pick-up - 6:00pm Mon.- Fri.
7:00am - 6:00 pm on teachers' workdays & other various holidays
1:00pm – 6:00pm on Early Release Days
4. The before school operating hours are: 7:00 am – 8:00am. The van will leave to take children to school at 8:00am; therefore, children must be at Jellybean Island no later than 8:00 am!!
5. JBI will be CLOSED on the following days :

Labor Day-Sept 2

Mule Days- Sept 27

Thanksgiving- Nov 27,28 &29

Christmas- Dec 23-27

Jan 1 -Jan 1

Easter- April 10,&13

JBI preschool Graduation- May 28- 29

All days that school is closed because of inclement weather

6. Inclement Weather Policy – We will follow the Johnston County Schools inclement weather policy. If school is closed due to bad weather, we will also be closed. If school has a 2-hour delay, JBI has a 2-hour delay. If school is dismissed early, we will pick your child up at school if needed, but you will need to make arrangements to pick them up from Jellybean Island ASAP.
7. If your child does not attend on teacher's workdays and/or other various school holidays, you do not have to pay the additional full day price, however you do pay the regular weekly tuition.

Payment & Fees Information

1. **Registration fees are \$40.00 per year.**
After school fees are \$50.00 per week.
Before school fees are 20.00 per week.
2. There will be an additional charge of \$20.00/day for teachers' workdays and other various school holidays (only if you attend).
3. There will be an additional charge of \$5.00/day for early release days.

4. Late pick-up charges will be \$1.00 per minute late. Pick up time is 6:00pm. This means that your child should be picked up by 6:00 daily.
5. Late payment charges will be \$5.00 per day, unless prior notice. Jellybean Island is a small business and cannot operate effectively without everyone's timely payment. Please make payments in a timely manner so that we can serve you and your children to the best of our abilities.
6. We have 2 payment options this year. You may sign up for weekly direct draft or you may pay with cash or check. Payments are due weekly, at pick-up on Monday afternoons but you may pay bi-weekly or monthly as well. Biweekly and monthly payments need to be paid at the beginning of the month, not at the end of the month. Please include your child's name on the check.
7. There will be a \$25.00 fee for returned checks.
8. There are no sick days, but you do get one non-paying week for the week that JBI is closed at Christmas. Payment is expected on all other weeks including Spring Break.
9. We are not considered a daycare and we cannot accept childcare vouchers.

School Pick Up Information

1. We currently drop off & pick up from Benson Schools & Meadow Schools.
2. You must send the "Permission Notice" to the school prior to the first day of school or BES will not know to send your child to our designated pick up area .
3. **If your child is sick or leaves school early for any reason and will not be riding the JBI van from school, you must notify us so that we will not be looking for your child. You can call Jellybean @ 919-894-2101 or Kim 910-890-7353 or Laura 919-669-7553(call or text)- The very best way to let us know is to put Kim and Laura in a Group Text Message and that way there will not be any miscommunication.**

General Information

The Before School Program for Jellybean Island is in the front of the building & afterschool program for Jellybean Island is located in the back of the building in the Student Center of Crossroads Church. Therefore children in the before school program will need to come into the second entrance (coming from Benson) and loop around to the front of the Church for drop off and then exit out of the other driveway. The afterschool parents will need to come into the second entrance (coming from Benson) and continue around to the back of the building for pick up. There will be a doorbell at the back door.

1. Please label all belongings that your child will be bringing to Jellybean Island, especially coats, hats, lunch boxes, supplies, etc.
2. Electronics are not allowed at Jellybean Island except on Fridays. Be sure their name is on all parts- cords, games,etc.
3. We will be providing snacks daily. **If your child is on a special diet or has any food allergies, please include this on the application and let us know also.**
4. We will have approximately one hour in our schedule each day- (Monday-Thursday) for working on homework. Although, I cannot make them do their homework during this time, I am going to strongly urge them to do it. It is our goal to have all written homework finished by the time you pick them up so that you can have quality time in the afternoons with your child.
5. Please let me know before the first day, if there is anything special that I should be aware of with your child and send in a separate note concerning this matter on the first day of school. For example, any persons that cannot ever pick up your child from Jellybean Island, any unusual behavior that warrants watching, etc. Everything that you tell me will be confidential, however as a child care provider, I need to be aware of any complications or situations that may arise so that I will be better equipped to deal with them.
6. This is a Christian Center; therefore, I will not tolerate bad language, gestures, behavior, or attitudes. It would not be fair to the parents of the other children if I allow such behaviors in my center. Therefore, if your child cannot follow the rules of conduct for Jellybean Island, I will send home three warnings, and then they will be asked to leave. No Exception!!
7. A written and paid two-week notice is required for withdrawing your child from the program. This will allow enough time to fill your child's position.

8. Kindergarten children will be going to school on a staggered schedule for the first couple of weeks. Please contact me to let me know what days I will need to pick up your child.