

2018-2019

Ranger Care Information

Cuyuna Range Elementary School

545-8712, 545-8719, 545- 8722

www.ci.k12.mn.us

Ranger Care is a before and after school care program, offered by the Crosby-Ironton School District's Community Education office. The program is held during the school year at Cuyuna Range Elementary School (C.R.E.S.) for children who are enrolled in the preschool programs and grades K-6.

Ranger Care for the 2018-2019 school year **begins on Tuesday September 4, 2018**. The program will be available Monday through Friday from **6:30 a.m. to 8:00 a.m.** and from **3:00 p.m. to 6:00 p.m. on school days**. (The availability of morning hours is subject to change based on enrollment.)

Ranger Care is also held during "Early Dismissal" and some "No School" days as indicated below.

The Ranger Care program **WILL** be in session for the following **Early Dismissals**:

- Wednesday, September 26, 2018
- Wednesday, October 17, 2018
- Thursday, November 1, 2018
- Wednesday, November 21, 2018
- Friday, January 25, 2019
- Friday, February 15, 2019
- Wednesday, March 20, 2019
- Thursday, April 18, 2019
- Friday, May 31, 2019

Ranger Care **WILL** be available for the following days, when school is not in session:

- Thursday & Friday, October 18 & 19, 2018
- Friday, November 2, 2018

For ALL Early Dismissal and No School Days, children must be pre-registered and payment made two weeks prior to these days. On these full days, Ranger Care is held from **6:30 am to 5:30 pm**. The family must provide breakfast and lunch on these days. Ranger Care will provide an afternoon snack. If enrollment is low, Ranger Care will be cancelled on these days.

Ranger Care will **NOT** be held on the following days, when school is not in session:

- Thursday & Friday, November 22 & 23, 2018
- Monday, December 24, 2018 through Friday, January 4, 2019
- Monday, February 18, 2019
- Friday, April 19 & Monday, April 22, 2019
- Monday, May 27, 2019

ATTENDANCE

A parent must sign the attendance register when dropping off and picking up their child(ren).

The Ranger Care Program assumes responsibility for children registered to attend. The Ranger Care program must be notified when your child will be absent or late for any reason. *If your child is scheduled to attend, and does not report to the Ranger Care area, the absence will not result in fee reduction or payback.*

No child should be picked up later than 6:00 p.m. A late charge of \$5.00 (for each 5 minutes) per child will be assessed and collected immediately from parents who pick up their child/children after 6:00 p.m. We understand that conditions arise that are sometimes beyond the control of the parent or guardian (inclement weather, accidents, etc.). If these conditions do occur, it is imperative that parent or guardian notify the staff as soon as possible. If there is a problem or concern, please call Ranger Care at 545-8800 ext. 6967 or 6959 and we will try to accommodate your needs.

If a question or issue remains unsolved please contact Krista Olson, Community Ed Director, by email at kolson@ci.k12.mn.us or call her at 218-545-8800 ext. 8822.

FEES

- A one-time \$15 registration fee will be charged and collected at the time of registration.
- AM Session (6:30am-8:00am) -- \$4.00 per child for each morning session
- PM Session (3:00pm-6:00pm) -- \$9.00 per child for each afternoon session
- Full-Day of Ranger Care -- \$35.00 per child
- Half-Day of Ranger Care -- \$16.00 per child
- A two-week minimum attendance commitment form and payment is expected each month prior to participation in the Ranger Care Program. If these are not received your child will not be able to attend Ranger Care. *If your child shows up in Ranger Care without at least a two-week advanced schedule and payment in place, you will be charged a late fee of \$10 and could be called to pick up your child.*
- There will be no refund or credit for unused Ranger Care hours per your attendance commitment form which includes sickness and other unexpected absences.
- If you need an additional session of care for your child that you did not indicate on their advance attendance commitment form you will need to call or email Ranger Care staff at least 24 hours in advance. *Payment for this additional day will be collected upon the beginning and/or completion of that day.*
- Please pay Ranger Care directly each month or set up an account through PaySchools.com to make online payments (the link is available on the C-I website: www.GoCIGo.com). Payments must be made in advance for each month you need care. Checks must be made out to "Ranger Care". Repeated missed monthly payments could result in termination of care.

Ranger Care Policies

PROGRAM PURPOSE

The primary purpose of the Ranger Care Program is to provide high quality before and after school care for children enrolled in 4/5 year old School Readiness Programs through grade six. Ranger Care encourages the developmental factors, cultural background, and individual characteristics of each child. Ranger Care makes provisions and plans for a caring environment, positive group experiences, behavioral expectations and freedom for individual choice. A program that helps meet the health and safety needs of each child.

ENROLLMENT

Children served in the program during the school year must be enrolled in Little Rangers School Readiness 4/5 yr. old Programs and/or in Grades K-6 at C.R.E.S. Should accommodations be needed for your child, a meeting with the Community Education Director will be arranged to ensure that Ranger Care is the appropriate environment for your child. All forms (registration, schedule, emergency, etc.) must be returned to Ms. Chevon or Mrs. Novak at Ranger Care or turned into Krista Olson at the Community Education Office **BEFORE** a child can attend Ranger Care.

RELEASE OF CHILDREN

Upon registration, the name/s of the persons authorized to pick up a child or children must be clearly written on the registration form. If anyone other than the authorized person/s will be picking up a child, the Program Coordinator must be notified. Staff **WILL NOT** release child(ren) to persons who are not listed on the registration form as "authorized to pick up child". It is parents' responsibility to let us know in advance if someone other than those listed on the registration form will be picking up your child(ren).

MEALS AND SNACKS

Morning: Ranger Care participants may purchase breakfast through the school meals program. The breakfast is served from 8:00 a.m.-8:25 a.m. in the school cafeteria. Ranger care does not deal with any fees related to the school breakfast or lunch programs. *Families must provide breakfast and lunch meals during full day-off school care days.*

Afternoon: A nutritious snack is provided to all children during each PM session. Should a child wish to share treats with the children in the program, please speak with staff in advance and be aware that it is required by State law that all treats be individually wrapped and not homemade. Items not meeting these specifications will not be distributed.

SICK CHILDREN

A registration and emergency file will be kept for each child. Staff will notify parents by phone if any symptoms of an impending illness (headaches, fever, vomiting, cramps) occur. Parents will be expected to pick up a child who appears to be ill. ***Your child(ren) must be symptom free for at least a 24-hours without medication before they may return to the program.*** Parents will be called in the event of a child requiring emergency care. If parents are unavailable, persons indicated on the emergency form will be notified. In the event that none of the emergency contacts can be reached and it is an emergency situation, 911 will be called.

If your child is scheduled to attend and becomes ill enough not to attend Ranger Care the absence WILL NOT result in fee reduction or payback.

PERSONAL BELONGINGS

Children must be dressed adequately for both inside and outside activities. The children will have a place in which to keep belongings. Do not send personal toys, games, or electronics to Ranger Care with your child, as these items may get lost or damaged. School issued technology is permitted.

DISCIPLINE POLICY

Rules & Expectations:

While at Ranger Care, students are expected to show:

- Respect for self and others.
- Respect for the personal belongings of others.
- Respect for the property and equipment of Ranger Care.
- Respect for and willingness to follow the Ranger Care Rules.

While at Ranger Care, students will not:

- Tease another student or call them names.
- Push, kick, or hit another student or staff member.
- Take the personal belongings of another student or staff member or the property of Ranger Care.
- Use inappropriate language.
- Yell, scream, or make inappropriate noises.
- Leave the program area without the permission of the staff.
- Have in their possession articles that are a nuisance, are illegal, or may cause harm to other persons or property.

Consequences:

- Incident #1: Student will be warned. The incident will be documented, and the parent will be notified.
- Incident #2: Student will receive a written behavior slip. This incident will be documented, and the parent will be notified.
- Incident #3: Parents will be notified and will be expected to pick up their child as soon as possible. The child will be suspended from attending Ranger Care for one day.
- Incident #4: The child will be suspended from the Ranger Care program for five days and a meeting with the parent/student and the coordinator will be scheduled before the child returns.
- Incident #5: The child will be expelled from the program for the duration of the school year.

Ranger Care reserves the right to consider whether or not continuing in the program is beneficial to your child(ren) and/or the program.

WITHDRAWAL

Written notification is requested when a parent/guardian intends to withdraw a child from Ranger Care. Two-week withdrawal (10 business days) notice is requested.

WEAPONS POLICY

In support of ISD 182 policies, Ranger Care will not tolerate weapons or toy weapons on the school property or school zones. A student in possession of a weapon, toy weapon, or playing a game using weapons shall be subject to suspension or removal from the program.

WEATHER CANCELLATIONS

In the event that School District #182 cancels school, the Ranger Care Program at Cuyuna Range Elementary School, including the morning and the afternoon sessions, will be canceled. Should School District #182 call off school at any time during the day, the PM Ranger Care program will also be canceled. If you choose to keep your child home because of the weather, please notify the Ranger Care office. *No payback of fees will be credited in such event.* Please listen to, or watch local news, websites and/or district wide text messaging for cancellation information.

LATE STARTS

One hour late start - AM Ranger Care on time

Two hour late start - AM Ranger Care cancelled

The exception to this would be if the late start announcement via local news websites and/or district wide text message is made after 6:30 a.m; Ranger Care will run as usual.

For more Information about Ranger Care please contact:

Ms. Chevon, Lead Teacher Ranger Care

cceron@ci.k12.mn.us

218-545-8719

Tammy Novak, Early Childhood Coordinator

tnovak@ci.k12.mn.us

218-545-8712

Krista Olson, Community Education Director

kolson@ci.k12.mn.us

218-545- 8822