



ET Newsletter April 2011

Friday, April 22 is an Institute Day. School is closed. E.T. is open 6:15AM-6:15PM at the following sites:

Indian Prairie 477-5017

Glacier Ridge
Indian Prairie

West 477-5013

Husmann
North
South
West

Woods creek 356-3141

Canterbury
Coventry
Woods creek

Spoerl 459-9380

Grand Oaks/Spoerl

Breakfast and snack will be served. Your child needs a **peanut free lunch** and drink. Please dress your child for the weather. Kindergartners may attend their "home" school site. Please sign your child up where they will attend and check with your site supervisor regarding any "specials" planned for the day!

Pre-registration for current E.T. participants for the 2011-2012 school year has begun. Registration is first come, first serve. Registration will only be accepted if the 2010-2011 Extended Time account balances are paid in full. Fill out and sign the Emergency Forms (both sides), and submit with one month's tuition (this will be payment for the first month's tuition of the 2011-2012 school year).

In order to continue to offer you the convenience of ET being held at your home school site, it will be necessary for you to pre-register by Friday, April 15 by 5:00PM. We must meet minimum enrollment to satisfy staffing, utilities, etc. If individual school sites do not meet minimum enrollments, they will be combined with other school sites.

A big E.T. Thank You to Jacyn and her family from Canterbury for Ronald McDonald's support. E.T. always welcomes donations of gently used toys, puzzles and age appropriate books!

The Crystal Lake Park District Summer Day Camp was awarded the American Camping Association (ACA) 2010 Illinois Award for Program Excellence. Summer Camp registration for the summer of 2011 has begun. Please note: We have added an additional week of summer camp for a total of 10 weeks, as school does not begin until August 30. Come and be a part of our award winning environment! Questions: Sam Thompson @ 815-459-0680, Ext 220 or Susanne Chase @ extension 215.

NO SHOWS – We are expecting your child to be at his/her E.T. site as registered.

In the event your child is unable to attend, you are **REQUIRED** to phone your child's site, **BEFORE 3:30pm** the day of, to let us know. When we take attendance and your child is not there as expected:

A. We will check with school front office staff, as well as your child's teacher to verify any unexpected changes in your child's regular schedule.

B. We will call you; if we **DO NOT** receive a return phone call from you or alternate emergency contacts by 4:15pm and still have not located your child – we will then call the police.

Failure to do so will result in a billed service charge of \$10. The second offense will receive a \$15 service charge and the third offense will receive a \$20 service charge, and the possibility of being dropped from the program. Searching for your child takes our staff away from other E.T. program children.

Housekeeping Reminders: Sign your child(ren) in and out of ET each day. Please contact the Site Supervisor if your child(ren) will be absent from ET. Your ET site telephone number is listed on your monthly calendar. Children must be signed up for field trips at least one week in advance. Not doing so may result in your child not being allowed to participate and increased ET fees. ET opens at 6:15AM and closes promptly at 6:15PM. **The late pick up fee is \$10 for the first five minutes and \$1.00 per minute thereafter. Continual lateness may result in your child being dropped from the program. Your ET site telephone number is listed on your monthly calendar. Staff is usually busy with the children and are not able to answer the phone. Please leave a message on the answering machine. If you have an emergency, please contact the Administrative Office at 4549-0680 between 8:30AM and 5:00PM.**