

**PARENT INFORMATION HANDBOOK  
FOR THE  
ENCINITAS UNION SCHOOL DISTRICT  
EXTENDED DAY ASPIRE PROGRAM**

**A**llowing **S**tudents to **P**rosper **I**n **R**ecreation and  
**E**ducation



The following information will assist you in deciding if the childcare provided by the Encinitas Union School District would best suit your needs. If you have additional questions, please contact the Extended Day ASPIRE program director at (760) 944-4300 ext. 1144. Information is also available on the District website at [www.eusd.net](http://www.eusd.net). Program and tuition are subject to change without notice.

**LOCATIONS:**

The Extended Day ASPIRE program is currently available at the following campuses:

- |                                                                                         |                                                                                 |
|-----------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| - District Office<br>101 S. Rancho Santa Fe Road<br>Encinitas, CA 92024<br>760-944-4300 | - El Camino Creek<br>7885 Paseo Aliso<br>Carlsbad, CA 92009<br>760-943-2051     |
| - Flora Vista<br>1690 Wandering Road<br>Encinitas, CA 92024<br>760-944-4329             | - La Costa Heights<br>3035 Levante Street<br>Carlsbad, CA 92009<br>760-944-4375 |
| - Mission Estancia<br>3330 Calle Barcelona<br>Carlsbad, CA 92009<br>760-943-2004        | - Olivenhain Pioneer<br>8000 Calle Acervo<br>Carlsbad, CA 92009<br>760-943-2000 |
| - Park Dale Lane<br>2050 Park Dale Lane<br>Encinitas, CA 92024<br>760-944-4344          | - Paul Ecke Central<br>185 Union Street<br>Encinitas, CA 92024<br>760-944-4323  |

**LA COSTA HEIGHTS/ OLIVENHAIN PIONEER/ PAUL ECKE CENTRAL:**

Beginning in the fall of 2010, we will pilot a new program at La Costa Heights, Olivenhain Pioneer, and Paul Ecke Central. This collaboration with the Ecke Family YMCA and our District's Extended Day ASPIRE program staff will offer well-rounded and fun academic enrichment projects. A YMCA-run physical fitness activity will be provided on a daily basis. Additionally, our staff will be able to communicate with the school day teachers as needed to assist our students as we have successfully done at our other school sites. A slightly higher monthly tuition will allow families at La Costa Heights, Olivenhain Pioneer, and Paul Ecke Central to incorporate a child's annual YMCA membership with their participation in the after school program. Students can then participate in YMCA camps at the discounted member rate during weekends and intersession periods.

### **LOCATIONS – Continued:**

The other schools within the District offer other options for their before and after school childcare with either the Boys & Girls Club or Quality Children's Services. Please contact those campuses or programs individually for information:

Capri – 760-944-4360  
Quality Children's Services - 760-942-3433

Ocean Knoll – 760-944-4351  
Boys & Girls Club of San Dieguito-Griset Branch – 760-753-6351

### **REGISTRATION:**

Registration forms are available at each school site that the District provides childcare and also on the District website at [www.eusd.net](http://www.eusd.net) under Before/After School. Forms must be submitted with the annual (per school year) non-refundable registration fee per child and approved before your child may attend the program. Students must be enrolled at the school where program is being requested. A limited number of students are registered on a first come, first served basis. Payment must be by check or money order made payable to EUSD.

If your child will be re-enrolling in the Extended Day ASPIRE program, please complete a registration form with appropriate fees to the Extended Day ASPIRE office, located at the District office. If forms are not completed, students may lose enrollment priority.

All registration is based on monthly usage of the program. Students are not to use the program on a "drop-in" basis. Fees will continue to be due whether a child attends or not as staffing is determined at the beginning of each school year based on the number of students at each school site. **Written request to change status or discontinue participation in the program must be submitted to the Extended Day ASPIRE office prior to the effective month.**

### **HOURS OF AVAILABILITY:**

The program is available from 6:30 a.m. to the start of school and from the end of school to 6:00 p.m. Students who remain with the childcare staff after 6:00 p.m. will be charged an additional fee of \$15 for every 15 minutes or part thereof.

During fall break, spring break, and summer, a full day program is offered at rotating school sites for the entire District. A limited number of students may be registered and are admitted on a first come, first served basis. Separate registration is required at \$35/ day used. The program is available 6:30 a.m. to 6:00 p.m.

**TUITION:**

**REGISTRATION:**

- The non-refundable registration fee is \$35 per child per school year for returning students who register by June 30.
- The non-refundable registration fee after that deadline is \$50 per child per school year.
- The non-refundable registration fee for new students is \$50 per child.

**MONTHLY TUITION:**

Five day (full time), four day (part time), three day (part time), two day, and one day a week programs are available. All rates are applied on a monthly basis:

Five days a week:	\$12 per day
Four days a week:	\$15 per day
Three days a week:	\$15 per day
Two days a week:	\$20 per day
One day a week:	\$20 per day

For the new collaborative program with the Ecke YMCA at La Costa Heights, Olivenhain Pioneer and Paul Ecke Central, an additional \$13 monthly fee will be assessed for each child in the program. This fee will allow for the student's membership at the YMCA as well as help to offset the costs of the additional staffing and supplies needed during the physical activity component.

For families with multiple children in the program, the full amount is due for the first child. A 10% discount is applied to tuition for the second child and successive siblings for full time only.

Emergency use of Extended Day ASPIRE must be requested to the program director at the Extended Day ASPIRE office prior to use and will be charged at \$25 per day if space is available. Emergency days are not to be used on a regular monthly basis.

During conference weeks, tuition is \$20 per day used. Tuition during fall break, spring break, and summer is \$35 per day used and requires separate registration.

**MONTHLY TUITION - Continued:**

For students who have been using the Extended Day program full time from kindergarten through third grade, once they begin fourth grade we offer a 15% discounted rate for full time usage. With continued support through the next year a 25% discount will be available in fifth grade for full time usage. For students who have continued with the program full time and are starting their sixth grade year, we offer a 50% discount on the monthly full time tuition. These special rates are only available during school days and will not be valid during intersession/ vacation programs. When calculating the monthly rate, please round to the nearest dollar amount. Please notify the Extended Day office if you feel your child qualifies for a discounted rate.

Monthly tuition amounts depend on the number of school days in the month. Monthly tuition charts are posted in the childcare room and on the District website. Monthly bills are not sent to each individual family. There is no credit for days missed. Payment is due the first of each month to be received no later than the fifth school day of each month in the childcare room or Extended Day ASPIRE office. Payment must be by check or money order made payable to EUSD. Late payments are subject to a \$25 penalty. There is a \$25 returned check charge. **Should you need alternative payment arrangements, please contact the program director immediately.**

If an account is past due a collection agency is utilized. We will notify you that your account is being forwarded to collection. If contacted by the collection agency, please communicate directly with them to make payment arrangements as the District will no longer be the responsible financial party.

**LA COSTA HEIGHTS/ OLIVENHAIN PIONEER/ PAUL ECKE CENTRAL MONTHLY TUITION:**

Five day (full time), four day (part time), three day (part time), two day, and one day a week programs are available. Fees incorporate YMCA membership and YMCA-run physical fitness activity. All rates are applied on a monthly basis:

Five days a week:	\$12 per day + \$13/month YMCA fee
Four days a week:	\$15 per day + \$13/month YMCA fee
Three days a week:	\$15 per day + \$13/month YMCA fee
Two days a week:	\$20 per day + \$13/month YMCA fee
One day a week:	\$20 per day + \$13/month YMCA fee

### **SIGNING IN AND OUT:**

For safety and security purposes, a parent or guardian **must sign in all children being dropped off in the mornings**. Only a parent or other authorized persons will be allowed to pick up children in the afternoon. **Students must be properly signed out when picked up in the afternoon**. Parents may be asked to show identification when picking up children. Please sign with initials or full name. Parents may also authorize additional people to pick up students. This may be designated on the registration form. These additional persons must also be prepared to show identification when picking up children.

For the safety of the children, parents or students who fail to comply by these rules are subject to review and possible dismissal from the program.

### **ATTENDANCE:**

All registered students must submit a list of specific dates of attendance. These days may change from month to month based on the needs of the family. Please notify the program office in writing prior to the start of a new month if a child's days of attendance will change.

If a student is absent from the childcare program on an assigned day, parents may be notified by our staff of the child's absence. Please notify the program site if students will be leaving campus early or are sick and not attending the program. Program phone lines are available for this purpose and other emergencies only.

### **ACTIVITIES:**

Activities for our students may include arts and crafts in a variety of mediums, outdoor sports, quiet time for homework, science, music, physical education, technology, reading, and much more. Many activities are designed by our certificated and leadership team and inspire creativity based on California State Standards for different age groups.

On modified days, students may be offered educational videos or G-/ PG-rated movies. If parents have concerns about videos, please advise our staff so we may offer your child alternative activities during this time.

Many guest speakers have visited the program to offer inspirational messages or guidance to students regarding safety concerns. Previous guests have included players/ coaches from the San Diego Padres, local fire and police department staff, mayors from local offices, and representatives from the Rancho Coastal Humane Society. We have also utilized the Green Machine from the San Diego County Office of Education as well as live animal presentations from Radical Reptiles.

### **ACTIVITIES – Continued:**

All activities are held on campus and are closely supervised by our staff. Some activities may take students on walking field trips to near-by establishments or parks. Field trips may involve bus transportation at additional cost. Should our program go off-site, parents will be advised and permission slips will be requested.

### **STUDENT CONDUCT:**

Students participating in the Extended Day ASPIRE program are expected to adhere to all Encinitas Union School District and school policies. This includes but is not limited to using appropriate play areas, cell phone use, personal games and pets on camps. Each program may use the school's discipline and reward system. Students and parents not in compliance with these obligations may be subject to suspension or dismissal from the program. Each situation is viewed on a case-by-case basis.

For students with consistent behavior concerns, a first offense will receive a verbal warning. Second offense will receive official written notification to parents. Third offense may receive staff/administrator to parent consultation. Fourth offense will receive administrator to parent consultation and possible suspension. Fifth offense may lead to dismissal.

Should students require special consideration, it is imperative that parents and staff communicate regularly about student progress. Without this important link, students may get singled out by other students and this tends to hinder a child's social and emotional growth.

### **SNACKS:**

Our after school program offers a daily snack which is monitored through the District's Child Nutrition office. We make every effort to offer peanut-free snacks to avoid any health hazards. Should your child have any special dietary requirements, please advise our site staff so we can monitor your child's needs.