



Extended Day Guide

The Extended Day program is a childcare program which provides a safe, supervised and interactive environment for Summit students (Toddler – Grade 4). We want this time with the children to truly be an extension of the school day. The activities will be fun yet will encourage your child's development in the multitude of pillars at Summit.

Registration: [UltraCamp](#)

Morning Care (Toddler – Grade 4)

Description: The Summit Morning Care program is intended to help working parents whose schedules require before-school care for their children. During this period, children can study, play and enjoy a light snack before school starts.

Cost: \$10/day

Time: 7am – 7:45am

Drop Off Location: Extended Day Classroom (Ramp Entrance, Upper School). All parents/guardians are required to sign-in their child(ren).

After Care

Toddler/Montessori (½ Day After Care)

Cost: \$20/day

Time: 11:15am – 12:30pm

Description: This new offering is for Toddler/Montessori Half-Day Students whose parents need additional care after their child's school day ends. Students will have lunch and independent play time (indoors). Parents are **required** to pack a lunch for their child(ren).

Pick Up Location: Extended Day Classroom (Ramp Entrance, Upper School). All parents/guardians are required to sign-out their child(ren).

Full Day After Care (Toddler – Grade 4)

Cost: \$28/day

Time: 3:20pm – 6pm

Description: All children staying for Full-Day After Care will have exercise and outside play (weather permitting) or gym play preceded by a healthy snack. Children will rotate through a series of activity areas that

have been prepared and are developmentally appropriate. We respectfully request that electronic games/equipment/personal items remain at home or in your child's backpack while attending After Care.

PreK – Grade 4

Pick Up Location: Extended Day Classrooms (Ramp Entrance, Upper School) or LS Playground. Once at the door, you will push the buzzer. Adults will be asked their name and who they are picking up before being admitted into the building. There will be a sign placed on the ramp entrance door notifying parents if Extended Day is on the LS Playground. All parents/guardians are required to sign-out their child(ren).

Toddler

Pick Up Location: LS Entrance or LS Playground. Once at the door, you will call the extended day cell phone to notify staff you have arrived. Adults will be asked their name and who they are picking up before being admitted into the building. There will be a sign on the LS Entrance Door notifying parents if Toddler Extended Day is on the LS Playground. All parents/guardians are required to sign-out their child(ren).

*The operations department is working on a similar buzzer system in the LS, but it has not yet been installed. *

Registration Deadlines: Registration for a specific date is open until 11:59pm the day before. For example, if you want your child registered for a Monday, you can register them up until Sunday @ 11:59pm. Extended Day Programming fills up very quickly – please register in advance when possible. If a date is not showing on UltraCamp it means there are no spots left for registration.

Late Registration: If you make a same day registration request (via email and space allows) you will be charged an additional \$10 fee for that day. Space is not guaranteed.

Late Pickup Fee: Please call or text the Extended Day cell phone if you are going to be late when picking up your child(ren). Extended Day closing times are firm, You will be charged a \$5/fee if you are more than 10 minutes late. If you are 15 minutes late, we will add on an additional fee of \$1/minute until you arrive.

Cancellations: If a child is sick or does not show up to extended day, you must notify administrative staff via email so you can be reimbursed. If a parent/guardian does not notify administrative staff, they will not receive a refund.

Extended Day Contact Information:

Administrative Staff:

Shayleigh Holbrook, Auxiliary Programs Manager

Email: holbrook_s@summitcds.org

Phone: 513-871-4700 Ext. 369

Betty Woodard, Extended Day Lead Teacher

Email: woodard_be@summitcds.org

Extended Day Phone: 513–383-4494

If you have any questions during extended day hours, please contact the above number via text or phone call. An Extended Day staff member will be monitoring this phone. We recommend saving the number as a contact as well.