

Before School/After School Care Program & Community School Everglades K-8 Center 2022-2023

STUDENT REGISTRATION

All students must register online using the FOCUS application via Parent Portal. There will be no registration at the school site. Please follow the attached flyer with more information about how to create a parent portal and enroll in the before/ aftercare program.

PAYMENTS

All payments and fees must also be made online following the payment calendar (please see below). NO STUDENT WILL BE ALLOWED TO STAY IN OUR PROGRAM IF PAYMENTS HAVE NOT BEEN MADE BEFORE SERVICE PERIOD BEGINS.

BEFORE SCHOOL ARRIVAL PROCEDURES:

Each child must be escorted to the Elementary cafeteria and signed in daily. Before-Care program, is from 7:00 am to 8:10 am for all grade levels. The cost for this program is \$4.00 daily (\$40 biweekly)

AFTER CARE RELEASE OF CHILDREN:

Children may be picked up at any time prior to 6:00 p.m., but they must be picked up NO LATER than 6:00 p.m. If an emergency arises, parents are expected to make arrangements so that your child will be picked up before 6:00 p.m. and to notify the After-School care program manager via email at Jannessa@dadeschools.net or calling the school at 305-264-4154 ext 2124. Parents who are unable to pick up their children on time, on a regular basis, may result in their child being withdrawn from the program.

DISMISSAL PROCEDURES:

Parent sign-out and pick-up: Students must be signed out from the Main Entrance located on 16th St. by an AUTHORIZED PERSON listed on the child's registration form. The authorized person may be asked to present an official government photo identification card, i.e., driver's license, state ID, military ID, alien registration card, or passport. Once the ID is verified, our personnel will call for your child to come to the dismissal area for release. Any other person that is not listed on the child's registration form Via Focus, must be authorized via email to the manager prior to release. WE WILL NOT allow over the phone authorization. The email must contain a copy of the parent's ID.

If you have any further questions or need further assistance, please contact us. Mrs. Jannessa Lopez, Program Manager Everglades K-8 Center jannessa@dadeschools.net.