

ST. ISIDORE SCHOOL EXTENDED CARE PROGRAM HANDBOOK



KIDS KONNECTION 2019-2020

Father Gerald Moran
Mrs. Maria Ward
Mrs. Carol Bevilacqua

Pastor
Principal
Director

St. Isidore School – Kids Konnection
435 La Gonda Way
Danville, CA 94526
(925) 837-2977



Please sign and return this form to school by September 3, 2019

We have received and read the Kids Konnection Handbook and agree to uphold and support the procedures and regulations of the community of St. Isidore School.

Student(s) Signature:

Parent(s)/Guardian(s) Signature:

Date: _____



Message from the Director

Hello,

My name is Carol Bevilacqua, and I am the Director of the Extended Care Program, known as Kids Konnection (KK), at St. Isidore School. We are located directly across the street from the school office, in a lovely refurbished house.

Kids Konnection is open during all regular school days from 7:00 a.m. to 6:00 p.m. We have a full kitchen, restrooms, and a great room for all sorts of activities, projects, and homework. Outside is an enclosed area with a play structure, large field, picnic tables, and a basketball hoop. Kids Konnection also has iPads available after school, so our children from grades 4-8 can do research for homework and special class assignments. Special after school classes: such as drama, Sarah's Science, Black Dragon Chess Workshops are provided by independent contractors and are offered for additional fees. Our snacks are purchased through Costco, and are served at 3:30 each afternoon. We accommodate all food allergies and adhere to the school food policy guidelines.

The Extended Care Program has a wonderful and loving staff that consists of myself and two assistants. We work closely with our school families to help accommodate their after school needs and I enjoy working closely with our Principal and School Bookkeeper to keep all accounts up to date.

I am a St. Isidore School parent alum and I have been a member of the parish for 40 years. I have enjoyed seeing the growth in our Catholic community and look forward to meeting many new faces, and, of course, welcoming back our regulars from years' past.

Sincerely,

Carol Bevilacqua

cbevilacqua@stisidore.org

925- 837-2977



Kids Konnection is the before and after school Extended Care Program for students enrolled at St. Isidore School. Students have the opportunity to engage in academic and recreational pursuits while in a safe and nurturing environment. Kids Konnection is part of the school program and therefore under the supervision of the school Principal. The Kids Konnection Handbook is an addendum to the [St. Isidore School Parent and Student Handbook](#).

Check-In Procedure

A sign-in sheet will be found inside the main room near the front door at Kids Konnection. If a parent/guardian is not available to sign their student in, one of the Kids Konnection staff will sign in on their behalf.

Check-out Procedure

Upon the student leaving Kids Konnection, parents/guardians must sign out and initial next to the signed out time. The times will be calculated for you. Only a parent/guardian or other pre-authorized adult can sign the student out of Kids Konnection. Written notice, by the parent/guardian, is required if a person other than those currently pre-authorized, will be picking up the student from Kids Konnection. Identification of all non-parent/guardian is also required. **Once a student has left the school campus at the end of the school day, they are not eligible to be checked into Kids Konnection.**

Communication

Phone calls are taken during operating hours by calling (925) 837-2977. Occasionally, we may be busy with the children and unable to answer the phone. Please leave a message or call back immediately if it is urgent. Monthly updates will be sent home in the family envelope, on Schoology in the Kids Konnection Parent Group, or be made available on the Kids Konnection page on the school [website](#).

Drop-In Notification

Your child's homeroom teacher should always be notified of plans to have your child go to Kids Konnection.

Enrichment Activities

Students enrolled in Kids Konnection are offered a variety of activities—crafts, movies, board games, seasonal activities, reading, imaginative play, basketball and other recreational outdoor games. Special after-school classes— Sarah’s Science, drama, Black Dragon Chess Workshops—are provided by independent contractors and are offered for additional fees.

Enrollment Eligibility

Any child who is currently enrolled in St. Isidore School is eligible for Kids Konnection.

Facilities

Kids Konnection is a beautifully refurbished home that is shared with the parish for their daycare needs and weekend meetings. The facility is handicapped accessible and secured. The outdoor area is a fenced area with a field for outdoor sports, a play structure, picnic tables, and a basketball court. The indoor area includes a full kitchen, restrooms, great room for board games and puzzles, ipads (only grades 4-8) are available for school assignments and homework, and a classroom/study hall annex.

Hours of Operation

Kids Konnection is offered on days school is in session. Kids Konnection’s hours of operation are 7:00-7:30am and from the end of the school day until 6:00pm. Kids Konnection is NOT available on minimum days that commence Christmas vacation and summer vacation, nor on the day of our annual Halloween Parade.

Location

Kids Konnection is located directly across the street from the school office. The address is 432 La Gonda Way, Danville, CA 94526.

Lunch

On minimum days, all students need to bring lunch. Please follow the school approved list. This is a peanut-free zone.

Registration & Billing

Please fill out the attached required registration form and **return** it to Kids Konnection or the school office. Your school FACTS account will be billed the registration fee of \$50.00.

Kids Konnection is billed through your school FACTS account. The hourly rate for registered children is \$8.00/per child. Our non-registered, drop in hourly rate is \$10.00/per child. Your hours will be calculated and the amount will be debited from

your FACTS account. You will be notified of the total amount drawn through email approximately one week before the due date, which is the 10th of each month. September 10th will be the first payment and June 10th will be the last payment.

The KK staff pick up students at the end of the school day in Room 114. They are walked to Kids Konnection where they are signed in. The first five minutes of each half hour is gratis. If your arrival is anytime after the first five minutes, you will be charged for the full half an hour.

Kids Konnection closes promptly at **6:00pm**. A fee of **\$20.00** per child will be assessed for every quarter hour or fraction thereof after 6:00pm, beginning at 6:01pm.

Each family will be allotted one free late carpool pickup per trimester. All children who are not picked up during carpool will be able to stay at Kids Konnection from the time carpool ends at approximately 3:10pm, until 4:00pm, free of charge.

Schedule

7:00	Kids Konnection opens
7:00 - 7:30	Free play/homework time
7:30	Students walk across the street and Kindergartners are walked to their classrooms
2:50	Meet in Room 114 and walk to KK
2:55	Free Play begins
3:30	Snack
4:00 - 4:30	Homework/Reading Time
4:30 - 5:45	A la carte afternoons (arts & crafts, board games, outdoor activities, or special programs) or continue homework.
5:30 - 6:00	Clean up
6:00	Kids Konnection closes

Service Hours

Students in grades 5-8 can earn service hours by contacting the Director of Kids Konnection.

Staff/Student Ratio

Kids Konnection follows the State of California Guidelines for Child Care Facilities, which is a 1:14 adult-child ratio.



**ST. ISIDORE SCHOOL
KIDS KONNECTION REGISTRATION
2019-2020**

PARENT/GUARDIAN NAME _____
LAST FIRST

CHILDREN REGISTERED _____ GRADE _____
_____ GRADE _____
_____ GRADE _____
_____ GRADE _____

STUDENTS WILL ONLY BE RELEASED TO THOSE LISTED BELOW UNTIL ALL SIS EMERGENCY FORMS ARE RECEIVED. PERSONS AUTHORIZED TO PICK UP YOUR CHILDREN OTHER THAN THE PARENT/ GUARDIAN ARE:

1 _____ Phone _____
2 _____ Phone _____
3 _____ Phone _____

PARENT/GUARDIAN SIGNATURE _____

WORK # _____ HOME # _____

CELL # _____

OTHER INFORMATION FOR KIDS KONNECTION STAFF:

**The Registration Fee of \$50/per student will be billed to your FACTS account.