

After-School Enrichment Program Policies & Procedures

The Solana Beach Child Development Center's After-School Enrichment Program classes are open to all students in the Solana Beach School District. Priority is given to the students of their home school. However, students may enroll in an enrichment class at a school other than their own if space is available.

Enrichment Calendar:

- Eight week, Fall, Winter, and Spring sessions are available.
- Yearlong classes are also available.
- Classes are not held during parent conference weeks, school holidays, and days that school is not in session.
- Reference the Enrichment Calendar for exact dates.

Registration and Fees:

- Registration is available online at www.sbsd.ce.eleyo.com.
- Class fees are paid online by credit card (Visa, MasterCard, American Express and Discover) or savings/checking account (ACH Electronic Transfer).
- ***No Refunds once classes have started OR canceling causes class to go below minimum requirement.***
- **Cancellations made before classes start are subject to a \$15.00 processing fee, unless cancellation is due to low enrollment**
- If a class has been canceled due to low enrollment, you will receive a refund to the card or account you paid with.
- Classes will not be pro-rated if a student enrolls after the class's start date.
- Materials and supplies are included in the fee.
- Class confirmations will be **emailed** to you the day before the class's start date.
- To see if your child qualifies for the Expanded Learning Opportunity Program (ELO-P), please see our website, <https://www.sbsd.k12.ca.us/Page/10287>
- Students must be picked up immediately at class dismissal time in the designated pick-up area. ***Children not picked up by class dismissal time will be signed in to the CDC Room and charged the CDC late fee of \$40 per every fifteen minutes.***
- All fees must be paid in full in order to register for the following session.

Other Information:

- Students must respect the property of the school, class, and the instructor. The student is expected to follow school rules and exhibit good behavior. The student will be dropped from the class if a discipline problem develops. Refunds will not be issued.
- Kindergarten & Jumpstart students are escorted to their Enrichment class. All classroom teachers are given lists of students registered in Enrichment classes. Each school has specific directions for students to help them transition from the classroom to the Enrichment class location.
- Students will be dismissed according to their registration form (i.e. pick-up or CDC).