Saratoga Union School District
Extended Day Child Care

The Tree House

Located at Argonaut, Foothill, Saratoga Elementary Schools, and Redwood Middle School

Parent Handbook

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Overview

The Saratoga Union School District Child Care Program, The Tree House, is a safe, trustworthy, and high-quality extended day program serving our District's TK through eighth-grade students and their working parents. We offer an after-school schedule that supports the whole child, including supervised play, engaging, age-appropriate activity choices, homework help, and healthy snacks at all three elementary school campuses.

The Tree House staff are highly trained, nurturing, and energetic caregivers who believe children thrive in a fun, encouraging, child-centered, hands-on program. They take pride in creating and maintaining an optimal after-school experience for students with access to various campus facilities and resources.

This handbook is intended to answer parent/guardian questions and serve as a reference for our district's child care program. Please take time to review important information related to your child.

Hours of Operation

The Tree Houses are open Monday through Friday *on days that school is in session*.

After-school care begins when students are dismissed and ends promptly at 6:00 p.m., including SLCT Wednesdays, Conference Days, and Minimum Days. No before-school care is offered at this time. Morning care may be available if there is sufficient enrollment and staffing.

Contact Us

Tree Houses are conveniently located on each campus in the Saratoga Union School District. The program is administered through the District Office located at 20460 Forrest Hills Drive, Saratoga, CA 95070.

General Questions, Registration, and Tuition Payment:
(408) 359-6638 | **Email**
Registration Forms Located Online- SUSD Website, Extended Day Care Page, and Eleyo

The Argonaut Tree House: 408-599-0121

The Foothill Tree House: 408-599-0310

The Redwood Tree House: 408-384-4535

The Saratoga Tree House: (408) 867-3424 ext. 498

Rights and Expectations

Student Rights

The following are the student's rights as a participant of the Tree House.

1. To be treated with respect by other persons
2. To be free from physical, verbal, or mental abuse
3. To be treated equally regardless of religion, age, sex, ethnicity, or cultural beliefs
4. To receive medical aid during emergencies and as otherwise needed
5. To be provided with a healthy, safe, and caring environment

Students Expectations

We expect students to follow the rules set by the District and the Tree House staff when in the program. The following are the expectations of all Tree House students.

1. Respect each other and others' belongings.
2. Show responsibility by following the directions given by Tree House Staff.
3. Keep hands and feet to yourself.
4. Participate positively in the group.
5. Refrain from obstructing another child's or adult's right to safety and peace.

Please see pages 17-18 for full student behavior guidelines.

Students who do not meet expectations will be redirected to more appropriate behavior. Parents will be notified of the behaviors. If a student's behavior threatens the immediate safety of the student, other students, or staff, the parent will be contacted to pick up the student. If inappropriate behaviors continue, a student may be suspended from the Tree House for one or more days. Should the problem persist, a conference will be held with the parents and staff before that student can return to the Tree House. If the student does not show adequate improvement after parent/student/staff communications, the Tree House may refuse service to the student by suspending or expelling the student from the program. Students suspended from the regular school day are also suspended from the Tree House for the same duration. No refunds are given to any family whose services are terminated due to a breach of rules or continual student disruption.

Expulsion/Termination of Services:

When a student is expelled, services shall be terminated for one calendar year from the date of termination. Re-enrollment may be considered no sooner than one calendar year from the termination date. To request consideration for re-enrollment, a parent may submit a written request to the Program Director for a meeting to discuss corrective actions taken to prevent a recurrence of the reason for termination. The Program Director will gather information and determine if services will be reinstated. Any re-enrolled student will be placed on provisional status for 90 days. Failure to adhere to program policies, procedures, and expectations will result in immediate termination and disqualification from future re-enrollment in the SUSD childcare program. No refunds on tuition or fees will be given.

Parent/Guardian Rights

All persons who live with and assume responsibility for the child are afforded these rights. As a parent/guardian/ authorized representative, you have the right to:

1. Briefly visit the Tree House while children are in care (without disrupting the program). Visits must be pre-arranged with the Site Supervisor
2. File a complaint against SUSD as per board policy without fear of discrimination or retaliation against you or your child
3. Request in writing that your child's other parent is not allowed to visit your child, or take your child from the Tree House, provided you have produced a copy of a certified court order
4. Receive a call back from the Tree House staff

Adult Expectations

The following behaviors are unacceptable and in conflict with the Tree House program. Any adult who fails to follow these expectations may have their child excluded from participation in the Tree House programs and/or related functions.

1. Mental, physical, or verbal abuse or harassment toward students and/or Staff
2. Violent behavior or threat of such behaviors against a staff person or other member by a parent/guardian or persons associated with the child (family member, family friend, etc.)
3. No adult will use foul, obscene, or perverse language at the Tree House or any related functions
4. Alcohol, drug, and tobacco use are prohibited on any school campus or during any related Tree House functions

5. Destruction, vandalism, or theft of school, Tree House, or private property is prohibited

Tuition, Fees & Payment Schedule

Registration Fees

The Tree House program is self-sustaining, funded through parent tuition and fees.

An annual registration fee will apply as follows:

- One Child $ 75
- Two Children $125
- Family Rate (3 or more) $150

Registration fees will not be prorated for the year and will be due at the beginning of each school year or the first month of enrollment in the program. Participants leaving the program for more than 90 days will be assessed the applicable Registration Fee upon return, except for the flex pass.

(Tuition, Fee & Payment Schedule, continued)

Rate Schedule Options

No new enrollees or flex pass purchases are accepted in June.

Elementary School Plans and Fees

Plan Type	August Fee	September- May Fee	June Fee
TK/Kindergarten Plan - Full Time Monday-Friday Full-time care (4-5 days per week)	$460 per month	$690 per month	$230 per month
TK/Kindergarten Plan - Part Time Monday-Friday Part-Time Care (2-3 days per week) Must be on a Regularly Scheduled Basis	$370 per month	$555 per month	$185 per month
1st - 5th Grade Plan - Full-Time Monday-Friday Full-time care (4-5 days per week)	$400 per month	$600 per month	$200 per month
1st - 5th Grade Plan - Part-Time Monday-Friday Part-Time Care (2-3 days per week) Must be on a regularly scheduled basis	$315 per month	$470 per month	$155 per month
TK - 5th Grade Plan – One Day Per Week Only Must be on a pre-designated day, consistent week-to-week.	$160 per month	$240 per month	$80 per month

Middle School Plans and Fees

Plan Type	August Fee	September- May Fee	June Fee
6th- 8th Grade Plan - Full-Time Monday-Friday Full-time care (4-5 days per week)	$385 per month	$575 per month	$190 per month
6th- 8th Grade Plan - Part-Time Monday-Friday Part-Time Care (2-3 days per week) Must be on a regularly scheduled basis	$300 per month	$450 per month	$150 per month
6th- 8th Grade Plan – One Day Per Week Only Must be on a pre-designated day, consistent week-to-week.	$160 per month	$240 per month	$80 per month

Elementary and Middle School Plans and Fees

TK - 8th Grade Plan – Flex Pass Option (Drop-In) A Flex Pass for up to 6 **drop-in** visits during the 2025-2026 school year. Unused flex passes can be used for Summer 2026, but do not roll over to the 2026-2027 school year.	$300 (available once every 90 days) Additional passes may be purchased during the school year, **but only one Flex Pass per student can be purchased every 90 calendar days.**
TK-8th Grade Camp Day Full-day camps will be held from 8:30 am to 5:30 pm on the following dates: October 6, October 24, February 13, February 17-19 (during February Break), and April 7-9 (during Spring Break).	$75 per day

Part-time and one-day-a-week plans: You must give **24 business hours' advance written notice** to change the scheduled days. Please note that schedule changes are subject to availability.

Flex Pass	A Flex Pass for six (6) visits can be used intermittently. Only one Flex Pass per student may be purchased once every **90 calendar days**. Flex passes are valid for the school year and the summer during which they were purchased. Unused days do not roll over to the next school year and expire at the end of the summer program. Except for the Flex Pass option described here, there is no student drop-in service. ***24-business-hour advance notice, in writing, is required to schedule a flex pass day.**
Returned check fee	$25
Late pickup fee	$1.00 per min. (first two times) / $5.00 per min. (subsequent late pick-ups)
Late payment fee	$25

Tuition Only Discounts: Only one discount may be applied. Discounts apply only to full-time, part-time, or one-day-a-week plans (not flex passes).

- 50% discount for SUSD employees
- 10% discount for LGSUHSD employees.
- 10% sibling discount.

No tuition adjustments will be granted for weeks that include holidays. We do not prorate for holidays. We do not charge extra for the longer Wednesday SLCT, minimum, or parent conference days. All school year calendar variances have been factored into the set rates.

(Tuition, Fee & Payment Schedule, continued)

Billing and Payments

Parents/guardians must register for Tree House on the Eleyo Portal by submitting a contract request. The annual registration fee and the cost of the first month's plan will be debited from the parents' accounts upon acceptance of the contract. Once a contract has been approved on Eleyo, schedule changes, plan changes, and cancellations of Tree House plans require 2 weeks' written notice.

Payments are due by the 7th of the month. Payments may be made online via Eleyo. A late fee of $25.00 will be charged for payments received after the 7th of each month. The Tree House may terminate childcare services for delinquent tuition.

Divorced or Separated Parent/Guardian

The parent/guardian who signs the contract is the responsible party for making the full monthly payment. If you choose to split payments between parents, it is the parents' responsibility to request a second contract and determine the payment amount each parent will pay. Both parents must sign a separate contract with the correct amount listed. Should one parent default on payment, service to the child will be suspended for the days corresponding to the unpaid tuition amount. For situations where separated/divorced parents/guardians alternate pick-ups and do not have separate contracts, the staff will communicate important information to the parent who picks up, and it is the responsibility of the parents/guardians to share this information.

Any court orders or legal documents will take precedence and be strictly adhered to in custody matters. Tree House personnel are not authorized to mediate a custody dispute on campus. Tree House staff must be provided with the most current legal custody and court order so staff can consistently follow the court agreement. The responsibility for adhering to the terms of the joint custody agreement lies strictly with the parents.

Charges for Late Pick-Up

The Tree House closes promptly at 6:00 p.m. A fee of $1.00 per child per minute will be charged for late pick-ups. After two late pick-ups, the late fee will increase to $5.00 per minute. If a child is picked up late three times at the $5.00-per-minute rate, the Tree House reserves the right to terminate services.

If any contact on your child's emergency contact list cannot be reached by 6:30 pm, per local and county policies, our staff will contact local law enforcement to arrange care for your child. If a parent/guardian/emergency contact has communicated with Tree House staff, and no one is able to pick up your child by 6:45 pm, staff will contact local law enforcement to arrange care for your child.

(Tuition, Fees & Payment Schedule, continued)

Subsidized Payments

Tree House does accept payments from outside agencies that subsidize individual student child care. Upon enrollment in the program, the parent must provide the official signed contract from the supporting agency. Children can only start with a current contract letter. Parents are also responsible for any price difference between agency payment and tuition costs. Any family receiving an outside subsidy must sign an SUSD External Subsidy contract and abide by its terms; otherwise, services may be terminated.

Tree House offers a limited number of internal subsidies (scholarships) to families who meet federal poverty guidelines, including students who qualify for free or reduced-price meals. For questions on whether your child is eligible to attend Tree House at no cost, please contact treehouse@saratogausd.org. Enrollment opens in May for the following school year. Subsidies are for one school year only (including summer). They do not automatically roll over to subsequent school years.

To apply for free and reduced-price meals, please visit Linq Connect.

Program

Licensing

Tree House is operated by a California public school district and complies with the California Education Code. The Saratoga Union School District Superintendent and designee(s) oversee all Tree House facilities and operations. School Districts serving their own students are exempt from State Social Services licensing.

Program Offerings

At Tree House, we believe play is essential for positive social interaction and child development. Our program offers children many opportunities for hands-on learning through engaging indoor and outdoor activities.

We also understand the importance of schoolwork. Our daily schedule includes a dedicated quiet time for students to complete their homework. While Tree House staff offer homework support, they don't check homework for accuracy. Tree House staff believe parents' review of homework fosters a strong home-school connection.

Beyond academics, Tree House offers a world of exploration. Children can participate in STEAM activities (Science, Technology, Engineering, Arts, and Math), health and fitness programs, arts and crafts, games, and nature walks. We also provide opportunities for quieter pursuits, such as reading, drawing, educational games, and individual playtime.

School Site After-School Classes

If your child enrolls in an after-school enrichment class alongside Tree House, please email your site's Tree House Site Supervisor with the following information at least 24 hours before your child's first class to ensure their safety.

- **Class Details:** Class Name, Dates, Times, Location
- **Child Release Permission:** Clearly state your consent for the Tree House staff to release your child to the class instructor.

Children must check in at the Tree House building as usual before attending another program, and let staff know whether they will return to Tree House after the on-site enrichment program.

Program (continued)

Snacks

The Tree House offers children afternoon snacks. Children may bring snacks if they desire. Lunches are available in the Cafeteria on SLCT and minimum days, or students may bring their own lunch on these days. The parent must let us know of any food allergies or restrictions a child may have. **Snacks brought to the Tree House cannot contain peanuts.**

Electronic Devices

The Tree House allows electronic games to be brought into the program only occasionally, and only when the Site Supervisor informs children/parents that they are allowed. Should your child bring his/her electronic game or any other items from home, Tree House is not responsible if they are lost, damaged, or stolen. Any items brought from home should be labeled clearly with your child's name. If your child has a smartwatch, smartphone, or other personal communication device, it must be kept in the child's backpack during program time and turned off. You can call the Tree House phone directly to reach your child. Should the child need to use their personal cell phone, they must ask a Tree House staff member for permission. Any inappropriate cell phone use will result in the child being unable to have a cell phone on campus.

SUSD Technology

Our programs follow the District's Student Responsible Use of Technology Policy (SRUTP) (Board Policy 6163.4). Students are expected to use SUSD devices for educational purposes only. Failure to comply with policies will result in the loss of privileges and/or disciplinary action. All students and parents/guardians must read and sign the SRUTP either during the new student registration process or the annual returning student enrollment update.

Sign In & Sign Out

All children must be signed in and out of the Tree House each day they attend the after-school program. Tree House staff will sign in children upon their arrival at the Tree House after being released from school.

Program (continued)

When signing out, children will be released from the Tree House only to adults authorized by the child's parent/legal guardian. Please note that should a person arrive to pick up a child and appear to be under the influence of drugs or alcohol, for the child's safety, staff may have no recourse but to contact local law enforcement. Adults not on the child's Tree House authorized pickup list will not be allowed to pick up students. Changes to Tree House authorized pick-ups may be made on Eleyo through your account page. If you have trouble adding authorized pick-ups, please contact the Tree House staff at treehouse@saratogausd.org.

Any court orders or legal documents will take precedence and be strictly adhered to in custody matters. Tree House personnel are not authorized to mediate a custody dispute on campus. Tree House staff must be provided with the most current legal custody and court order so staff can consistently follow the court agreement. The responsibility for adhering to the terms of the joint custody agreement lies strictly with the parents.

Siblings may pick up a child, but they need to be at least 18 years old and listed on the authorized pick-up list. Elementary students are not allowed to sign themselves in or out or walk home from the program unattended. Parents/guardians may request that a middle school student walk or bike home from the program unattended. This request must be made in writing to the Program Director via email at jbaker@saratogausd.org.

Attendance and Absence Reporting

To ensure your child's safety, Tree House staff must know when your child will not attend the program. If a child will be absent from Tree House, parents must report their child's absence to the Tree House Site Supervisor before the program start time. This includes if a student is picked up early from school and will not attend Tree House. To report an absence, call the phone numbers listed on the last page of the handbook or email your Site Supervisor.

Students must attend school in order to attend Tree House. If a student is sent home from school or is absent from school for any reason, they may not attend Tree House that day. Students picked up from school, before or at school dismissal, may not return directly to the Tree House program.

Students who are picked up from Tree House for an off-site activity cannot return to Tree House. Exemptions (such as medical appointments or school-approved absences) to this policy can be requested in writing, 24 hours in advance, via email to the Tree House staff at treehouse@saratogausd.org or the Site Supervisor.

Parents will not be reimbursed for days when the child is absent. (Special consideration will be given for long-term illnesses or other unforeseen extended emergencies with a doctor's note.)

Program (continued)

IMPORTANT NOTE: Parents must notify the Tree House of any changes in a child's attendance schedule. This includes part-day absences for on-site enrichment classes. The Tree House staff will search for any child who does not arrive as expected. If the child is not found, the Tree House will assume the child is missing and contact the parent, the school office, and the Sheriff for immediate assistance.

Dropping/Changing Scheduled Attendance

Parents who wish to drop their child(ren) from the Tree House program or change the scheduled attendance dates must provide Tree House with ***two weeks' written notice (email is accepted)***. Families who drop out of the program will be charged for the two weeks following written notification, after which all services will end. Verbal notifications are insufficient to alert us to changes in schedule or plan.

Illness

If the child exhibits any of the following symptoms while at the Tree House, the parent/guardian will be notified. **The parent/guardian will be expected to pick up the child within one hour**. The Tree House may request proof of treatments and/or a doctor's note before the child is permitted to return to the center.

- The child was sent home from school on the same day due to illness.
- Exhibits any COVID-19 symptoms
- A temperature (fever) of 100 degrees or higher**. If your child has an elevated temperature, they should remain home until their temperature returns to normal (98.6 degrees)** ***for 24 hours without medication.***
- Diarrhea
- Nausea or vomiting during the night
- An undiagnosed rash
- Conjunctivitis (pink eye)
- Runny nose with copious discharge or severe congestion
- Any communicable disease that requires a child to be sent home according to the Santa Clara County Public Health requirements

Additionally, children who exhibit any of the above symptoms should not be sent to the Tree House for health and safety reasons.

Injuries

The Tree House staff may clean and apply adhesive bandages to minor cuts and scrapes and may apply ice to minor bumps, bruises, or other injuries. For more severe injuries, staff will contact an authorized person to pick up the injured child and provide care, and/or call emergency services.

Medication Policy

The Tree House will dispense medication to students only under the following circumstances: We will not dispense daily medications scheduled for the school day. The Tree House follows School District policy, which states that to dispense medication, parents must provide the staff with the doctor's orders for that medication. In addition, if children require an EpiPen, an inhaler, or other emergency medications, parents will be responsible for providing the necessary training and medication to the staff. **Two sets of medication will be required to cover <u>both</u> the school day and Tree House, since access to the school office is not always available after hours. The *Request For Medication* form stating that they are designating the staff to dispense the medication must be turned in at the school office, not Tree House.** Dispensing medication must not interfere with the program's overall operations. Medication can be provided to students only after parents have provided the proper training and paperwork.

IEP OR 504 Plans

Upon registration, families must disclose if a child has an IEP or 504 Plan and provide a copy to the Site Supervisor. If an IEP or 504 plan is issued during the school year, families should inform the Site Supervisor.

Staffing and Training

SUSD will employ Tree House leaders to develop and implement the after-school care program. These leaders will participate in ongoing training. Training will include classroom management, conflict resolution, social-emotional literacy, emergency procedures, and curriculum development. The staff-to-student ratio will not exceed 1:20 for 1st-8th grade students and 1:10 for Transitional Kindergarten and Kindergarten students. All staff have CA Department of Justice, FBI, and tuberculosis clearances before being hired. The Program Director oversees our District's Tree House program and staff.

Program (continued)

Mandated Reporters

All Tree House employees are mandated by the State of California to report any suspicion of child abuse. Employees shall not form opinions or conclusions on these suspicions. It is only their responsibility to contact Child Protective Services and report concerning observations. The responsibility then lies with Child Protective Services to investigate, draw conclusions, and, if necessary, prosecute.

Open Door Policy

Our doors are always open to parents who wish to visit the Tree House briefly. Parents should plan all visits with the Tree House staff and check in for a visitor pass. We also encourage all parents to attend our schools' Fall Back-to-School Night and Spring Open House.

Emergency Procedures

Tree House staff will follow the emergency guidelines set by the Saratoga Union School District. Tree House staff are trained in our District's emergency procedures. All Tree House buildings have phone access for emergencies, a cell phone, and handheld radios for communicating when students are in different places on the school grounds. Site Supervisors' cell phone numbers will be provided at the beginning of the year and are to be used only in emergencies. All Tree Houses are equipped with emergency supplies and first-aid kits

Items to Leave at Home

Please do not bring to Tree House: toys, games, trading cards (including Pokémon cards), hard baseballs/softballs, baseball or cricket bats, glass containers, stuffed animals, live animals, personal laptop computers, portable electronic games and music players, video and audio recording technology, and chewing gum. If sharing items are brought to school, they must be kept inside the student's backpack during Tree House. If you have any questions about whether a particular item may be brought to school, please contact the Site Supervisor, as exceptions may be made for sharing or Spirit Days.

Program (continued)

Bully Behavior

The Tree House staff recognizes the harmful effects of bullying on student learning and school attendance. We desire to provide safe school environments that protect students from physical and emotional harm. Tree House staff, students, and parents prioritize student safety and shall not tolerate bullying of any student.

Bullying, for the purposes of discipline, is defined in California Education Code 48900 (r) as severe or pervasive physical or verbal conduct, including electronic communications, that:

- reasonably places a student in fear of harm to their person or property,
- has a substantially detrimental effect on their physical or mental health,
- substantially interferes with their academic performance,
- or causes substantial interference with a student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

At Tree House, we are committed to a safe and welcoming environment. No student or group of students shall be subject to physical, written, or verbal harassment and intimidation of any kind, including harassment through electronic communication. We are also committed to supporting the underlying needs of any child found to be engaging in bullying, as well as working toward resolution and care for any child who is the victim of bullying behavior. Students engaging in bullying behaviors are subject to disciplinary action, up to and including suspension and expulsion from school.

We are also mindful that behavior is sometimes labeled as "bullying" when other descriptions, such as social conflict or teasing, are more helpful for understanding and resolving the problem. If you have concerns that your child may be experiencing bullying or bullying others, please contact the Tree House staff.

Student Behavior Guidelines

The goal of the Saratoga Union School District's child care program is to provide a healthy, physically and emotionally safe, stimulating, and secure environment for all program participants. We strive to help students discover who they are through activities and experiences that build strong relationships and encourage our youth to be globally upright citizens.

PROGRAM BEHAVIOR GUIDELINES

- People are RESPONSIBLE for their actions
- RESPECT each other and the environment
- HONESTY will be the basis for all relationships and interactions
- We will CARE for ourselves and those around us

WHEN A STUDENT DOES NOT FOLLOW THE BEHAVIOR GUIDELINES, THE FOLLOWING STEPS WILL BE TAKEN:

- Staff will redirect the student to more appropriate behavior.
- The student will be reminded of the behavior guidelines and rules, and a discussion will take place.
- The parent will be notified of the behaviors.
- If a student's behavior at any time threatens the immediate safety of the student, other students, or staff, the parent will be notified and is expected to respond to staff communication within 30 minutes of initial contact.
- **If notified to pick up their student, parents must do so within 30 minutes. Next steps will be communicated to parents at pick-up.**
- If the problematic behavior persists and/or a student continues to disrupt the program and/or threaten the immediate safety of others, the SUSD Extended Day Care Program reserves the right to suspend the student from the program for one or more days.
- If the problem persists, a conference will be held with the parent and staff before that student can return to the program.
- Expulsion from the program will be considered in situations involving violent acts or after all alternatives to resolve the problem have been attempted.

SUSPENSION* FROM THE TREE HOUSE PROGRAM

- Students suspended or expelled from the school day are not permitted to attend the Tree House after school for the duration of the suspension/expulsion.
- Grounds for suspension from the Tree House include the conduct listed below, as well as suspensionable incidents listed in Board Policy 5144.1 and California Education Code 48900.
    - Endangering the health and safety of oneself, other students, and/or staff.
    - Threats made to students and/or staff regarding firearms, knives, firecrackers, or explosives.
    - Theft or damage to the school or personal property.
    - Leaving the program premises without permission.

- Continuous disruption of the program and/or refusal to follow program behavior guidelines and/or school rules.
- Use of profanity, vulgarity, obscenity, and/or lewd behavior.

*The severity of the behavior may result in immediate expulsion, and persisting behaviors may lead to extended suspensions and/or expulsion from the program.

IMMEDIATE TERMINATION OF SERVICES

- Grounds for termination of services include, but are not limited to:
  - Endangering the health and safety of self, other students, and/or staff;
  - Possession of, and/or use of, tobacco products, knives, alcohol, illegal drugs, firecrackers, firearms, or explosives;
  - Inappropriate interaction by parents, family contacts, or family members towards other parents, participants, or staff. (Example: threats, harassment, obscene language, fights, displays of hostility, etc.)

Upon completing the registration process for the Tree House, you agree to the behavior guidelines listed above.

Contacts

Tree House Director
Jessica Baker
Email
(408) 359-6638

Registration and Payments
Registration forms must be submitted electronically on Eleyo. Submitting a registration form does not guarantee enrollment in the Tree House program. If space is available, Tree House staff will approve your registration request.
Upon approval of your registration form, your child's first month of tuition and registration fee will be charged using the payment method provided on Eleyo. Subsequent payments must be made online on Eleyo. Automatic payment options are available.

The Argonaut Tree House
Christina Lincoln, Program Site Supervisor
Email
408-599-0121

The Foothill Tree House
Kia Yamamoto, Program Site Supervisor
Email
408-599-0310

The Saratoga Tree House
Corri Coss, Program Site Supervisor
Email
408-867-3424 ext. 498

The Redwood Tree House
Email
408-384-4535

All of our Tree Houses have phone lines so parents can call whenever they have questions or concerns. Our policy is to answer the phone when staff are available and not working with children. Your children's well-being and safety are our priority! Should you leave a message for the staff, we will contact you as soon as possible.