



TO CONTACT US

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Vernon Child
Development Center



19-Mar-10

Big Bend
Program
Center

HOURS



7:00 A.M. - 8:30 A.M.
3:30 P.M. - 6:00 P.M.

LOCATION

While our program center may use several areas within the school, you may drop off and pick up your child in the lunchroom

DROP-OFF/PICK-UP

Please escort your child to the program center site at the school. For safety's sake do not drop your child off at the school door or in the school parking lot. Our responsibility for your child begins when he/she is escorted to the site and signed in.

After school, please come into the building to pick up your child. Children will not be allowed to leave unless escorted by a parent/guardian.

AFTER SCHOOL ACTIVITIES

If your child will be attending extracurricular activities at the school (scouts, basketball, etc.), we must have specific instructions in writing. The teacher will have forms available for you to complete. We cannot release a child to any activity unless we have this specific permission.



MESSAGES

Our program center teachers are more than happy to answer any questions regarding your child, curriculum and activities, or program center policies.



If you have questions regarding rates or billing, please contact our office staff.

Schedule/Vacations - All schedule changes or vacation notices must be received in writing the week prior to the change/vacation. You may leave a note with the teacher or at our office. Messages can also be faxed or emailed.

Pickup Notices - If someone other than a parent/guardian will be picking up your child, please leave a written note with the teacher. We will check identification. If you are unable to leave a note with the teacher call the office and your message will be forwarded.

Absences - Please contact our office if your child will not be attending the program center because of illness, appointments, etc.