



POMPTON LAKES DAY CARE CENTER
NORTHERN REGION EDUCATIONAL SERVICES COMMISSION

Proudly providing childcare since 1983

Lincoln Elementary School Before/After Care
Lenox Elementary School Before/After Care
Preschool Childcare [Lakeside Middle School]

973-248-8225

POMPTON LAKES DAY CARE CENTER

NORTHERN REGION EDUCATIONAL SERVICES COMMISSION

CATH MAXWELL, DIRECTOR

C# 201-953-2676

316 Lakeside Avenue, Pompton Lakes, NJ 07442

973-248-8225

The Pompton Lakes Day Care Center is a program that is run by the Northern Region Educational Services Commission. The center houses it's Before/After School Kindergarten - Fifth Grade Programs in each of the Pompton Lakes elementary schools. The Preschool Program is located in Lakeside Middle School. Our goal is to accept ALL K-5th graders. We accept enrollment on a year-round basis.

BASIC INFORMATION:

Hours: 7 am – 6 pm

Tuition Rates:

Registration Fees: \$50.00 per family

Preschool: \$34.00/day (includes snacks)

Kindergarten – 5th Graders:

*Monthly rates based on the number of scheduled days/week

Days/Week

5 \$300.00/month

4 \$260.00/month

3 \$180.00/month

2 \$124.00/month

1 \$62.00/month

Extra days: \$17.00/day

Full and Summer days: \$34.00/day

~Families with more than one child enrolled will receive a 25% discount on the second child's (lower) rate.

****TUITION IS DUE UPON BILLING.** No refunds, deductions, or make-up days for absences or vacations. Enrollment may be suspended on the fifteenth of the month, until tuition is received in full**

K-5thGrade Locations:

Before School: All children report to Media Centers.

After School: Children will be divided between the Media Center, Gym, and available classrooms.

*The groups are likely to combine in the Media Centers after 5pm.

Forms are available at: www.plps-k12.org [select "Pompton Lakes Day Care" under "Parent"]

For specific information regarding enrollment, please contact Cath Maxwell @ 973-248-8225

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Emergency Closings

~When Pompton Lakes Public Schools are CLOSED due to weather conditions...the Pompton Lakes Day Care Center will be CLOSED. The district closings can be found on News12NJ (TV and online) and www.plps-k12.org. School age children will be notified by the district's alert system, and the preschool parents have the option of receiving a text from the director.

~When Pompton Lakes Public Schools have a DELAYED OPENING...the Day Care DELAYS and opens at 8:30 am.

~When Pompton Lakes Public Schools CLOSE EARLY due to weather conditions...the Day Care will CLOSE EARLY AT 2:30 pm. We will only contact parents not contacted by the school district (preschool). *Please contact us at Lakeside (973-248-8225) if your child will not be attending as scheduled, or if they are to be picked up by someone different.

Illness and Medication

~If your child should become sick, while at Day Care, we will contact you immediately to pick them up. Be sure to keep emergency contact information current.

~If your child is sent home, or absent, due to fever, vomiting, or viral symptoms, your child should be 24 hour symptom-free before returning to Day Care.

~If your child requires medication during the day, we will follow school procedures to do so. A signing note specifying time, date, and name of medication must accompany the medication in its original container.

~First Aide will be administered to minor injuries, and the parent/guardian will be notified for anything that may require medical attention, or follow-up. Major injuries will warrant an Accident Report that will be kept in the child's file.

Arrival and Dismissal

~In the mornings, please escort your child all the way into the classroom, and make sure that the staff sees your child.

~In the afternoons, the staff will make sure that all scheduled children are accounted for upon school dismissal. Be sure that the staff is aware of who will be picking your child up. Each child must be signed out on a daily basis.

~The Day Care will comply with all security procedures that are in place at each school regarding drills, locked doors, etc.

Calendars and Schedules

~The parents will be provided with a Calendar and Daily Schedule upon enrollment and/or at the beginning of each school year.

Tuition

~Payments are due upon billing.

~ There are no refunds, deductions, or make-up days for days missed due to illness, vacations, or other circumstances.

~Failure to maintain monthly tuition payments will jeopardize the child's enrollment in the Pompton Lakes Day Care.

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Contact Information

We encourage all parents to keep us advised of changes in schedules, absences, illness, and dismissal information.

The best way to communicate with Pompton Lakes Day Care/Riverdale After Care remains calling the site that your child attends and speaking with a staff member, or leaving a message (answering machines are checked in the morning, prior to dismissal, and each time we reenter the room/building). The Director is typically available at the Lakeside site between 9am and 2pm, daily.

Pompton Lakes Day Care/Riverdale After Care Phone #s:

Lincoln Elementary Site	973-835-6364
Lenox Elementary Site	973-839-7497
Lakeside Middle Site (PreK)	973-248-8225
Riverdale School Site	973-835-0458

The Director and Riverdale Asst Director have business cell phones. If you would like to be able to communicate, via text message, regarding your child, or other concerns, please text the number(s) below with your contact information.

Cath Maxwell, Director (PL & Riv) 201-953-2676

Kristen Manzella, Asst. Director(Riverdale) 201-953 4206

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Calendar 2021-2022

Day Care Program

First Day Mon June 28, 2021

Last Day Fri June 24, 2022

...Summer Program June 28, 2021 – September 3, 2021

School Year Program September 7, 2021 – June 24, 2022

HOLIDAYS

These days are observed by the Day Care Center. We will be CLOSED on the following days:

Monday	July 5	Independence Holiday
Monday	September 6	Labor Day
Thurs&Fri	Nov. 25&26	Thanksgiving
Fri-Fri	Dec. 24-31	Christmas Holiday
Monday	January 17	Martin Luther King Day
Monday	February 21	President's Day
Friday	April 15	Good Friday
Monday	April 18	Easter Monday
Monday	May 30	Memorial Day

"Full Days"

The following are days when there will be no public school, and the day care will be OPEN:

*First day public school is Wednesday Sept. 8, 2021

Tuesday	September 7	Rosh Hashana
Thursday	September 16	Yom Kippur
Tuesday	November 2	PLEA In Service
Thurs&Fri	Nov. 4&5	NJEA Teachers Convention
Tuesday	February 22	Presidents' Day Break
Tues-Fri	Apr. 19-22	Spring Vacation
Tuesday	May 3	Eid al Fitr
Friday	June 24	

~Last day of public school is Thursday June 23, 2022~

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Schedule of After School Activities

3:05 Arrival of students; Attendance

[Be sure to keep staff advised of all schedule changes, absences, and changes in "pick-up arrangements.]

3:10-3:25 Snack – provided by PLDC

[Students with allergies may bring their own]

3:25-6:00

1. Outdoor/large motor activity

2. Homework hour daily for children who are signed up to do homework.

[Each group will have a sign-up sheet on the clipboard with the sign-out sheets]

3. Indoor Activities – Board games, art projects, coloring puzzles.

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Grades PreK – 5th Grade Enrollment Form

Number of days per week _____ Starting date _____

Name of Child _____ Grade _____ Birth Date _____

Mother's Name _____ Father's Name _____

Cell Phone # _____ Cell Phone _____

Address _____ Home Phone # _____

Marital Status _____

Mother's Employer _____ Phone _____

Father's Employer _____ Phone _____

Emergency Person _____ Phone _____

Child's Physician _____ Phone _____

I. EMERGENCY CARE AUTHORIZATION

I give consent for Pompton Lakes Day Care/NRESC and/or it's representatives to seek and authorize such emergency medical treatment as they deem necessary for my child (legal ward), named above. I understand that they will only exercise this authority after reasonable attempts to contact me have failed. I also consent to agree to such waivers of responsibility and permission forms as are normally required for emergency treatment at the accredited hospital of their choice.

Family Doctor's Name and Phone # _____

Insurance Company _____ Group # _____ ID# _____

Allergies to food, stings, medications, etc. _____

Special Medical Conditions _____

Date of last Tetanus Shot: _____

II. PHOTOGRAPHS

I give permission to the Pompton Lakes Day Care staff and/or NRESC representatives to periodically photograph my child for classroom display or newsletter publication (NOT to be placed on the internet).

III. TUITION

I understand that tuition payments are due upon billing each month; there are no refunds, deductions, or make-up days due to illness, vacations, or other circumstances; I will be held financially responsible for failing to give a 2 week notice of withdrawal from the program; and failure to maintain monthly tuition payments will jeopardize my child's enrollment at the Pompton Lakes Day Care.

IV. Preschool children require up to date Immunization Records signed by their physician.

Signature of Contracting Parent/Guardian _____ Date _____