

Helena Elementary School

Early Morning Care

Rules and Procedures

Early Morning Care offers childcare before the school opens, beginning at 6:30 a.m. and ending at 7:15 a.m. Students may be dropped off at any time during this time frame. Students must be dropped off at the covered sidewalk that leads to the steps in front of the school and they will enter through the double glass doors. Students will stay with either Ms. J. Stephens or Ms. Kimble until 7:15 a.m. and then will be escorted to the cafeteria or to their appropriate morning hall.

PAYMENT:

- *The cost of EMC is \$3.00 per day per child.
- *Payments can be made daily, weekly, or monthly.

BEHAVIOR:

- *Students will be expected to follow the school rules while attending Early Morning Care. Students who fail to follow these rules may lose their privilege to return to Early Morning Care.

REMINDERS:

- *Checks for EMC should be made out to Helena Elementary School.
- *Please make sure that you label your check or envelope each time you make a payment. This ensures that your payment gets put into your child's EMC account.
- *Make sure your child has their payment out and ready to give to the EMC teacher as soon as they enter the building.
- *Please do not leave until you see that your child has entered the building.
- *We will send reminders home with your child when their account is low or in the negative. Please make sure you send in money when you receive a payment reminder.
- *In the event of a delayed opening, EMC will not be provided.

REGISTRATION FOR Early Morning Care

Please use the following link to register your child for EMC:

<https://forms.gle/8vRrEaa8cxrUI82A>

If you have any questions please contact the EMC teachers!

Julie Stephens
jstephens@shelbyed.org

Laken Kimble
lkimble@shelbyed.org