



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA Preschool Extended Care Program Eagan YPreschool

PLEASE KEEP THIS SHEET FOR YOUR REFERENCE.

The Eagan YMCA Preschool offers extended care from 8:30-9:30 in the AM and 2:35-3:30 in the PM. This is available on a scheduled basis by month or unscheduled based on availability (see below for deadlines to register for both).

### Scheduled Extended Care

- 1) Sign up for the next month is required by the 20<sup>th</sup> of the month prior. **You must pay the fee at time of registration OR set up an EFT credit card payment.** (For September you may register up until September 11)
- 2) You may sign up on a month to month basis or you can sign up for future months as well. **You may either pay in advance OR set up an EFT credit card payment.**
- 3) Unused scheduled days cannot be refunded or used for different days. If you need additional days you will need to pay the “unscheduled” rate. For example: if you are registered for Monday and Wednesday, but need your child to attend on Friday as well, you will need to follow the “unscheduled” procedure and pay the unscheduled rate for Friday (even if your child was absent on Monday or Wednesday)

### Unscheduled Extended Care

- 1) Unscheduled care may still require some advance notice and may not always be available depending on the number of children scheduled and our staffing levels. For AM care you may just arrive between 8:30-9:30. At morning drop off you must indicate on the sign in sheet that you need PM extended care.
- 2) **Unscheduled care is only available to families that have set up an EFT credit card payment. If you have not set up an EFT payment must be made at the time of service.**

### Late Pick Up

- 1) If you had not signed up for PM extended care and you arrive after 2:35 you will be charged the late pick up fee of \$1.00 per minute, not the unscheduled extended care fee.
- 2) If you are signed up for PM extended care and you arrive after 3:35 you will be charged the late pick up fee of \$1.00 per minute.