**Harborlight Nursery School, Inc.**

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| **Please return only if you will be using Extended Care on a regular basis** | | |
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| Harborlight Nursery School’s Extended Care Program schedule is as follows: | | |
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| **Morning Extended Care**: | | 7:30 a.m. to 9:00 a.m. |
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| **Afternoon Extended Care**: | | 12:00 p.m. to 4:30 p.m. |
| Afternoon care schedule: | | |
| 12:00 p.m. to 12:15 p.m. | bathroom/wash hands |
| 12:15 p.m. to 12:45 p.m. | lunch |
| 12:45 p.m. to 1:30 p.m. | outdoor/gym/free play/bathroom |
| 1:30 p.m. to 2:15 p.m. | story/rest time |
| 2:30 p.m. to 4:30 p.m. | activity/snack/outdoor/gym/free play |
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| Please provide your child with a **nut-free lunch and snacks** for the afternoon. | | |
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| Extended Care can be used on an occasional or regular basis. The fee for extended care is $12.00 per hour and is charged by the half hour ($6.00 per half hour). Pick up more than 10 minutes after closing time will result in a late fee of $30. You may pay at the time of pick up or when your monthly tuition is due. | | |
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| Please note, although Extended Care use is very flexible, advanced notice is appreciated to ensure we have adequate staffing. Please email or phone the Director 24 hours prior to day needed (if possible) to make sure there is drop-in space available. | | |
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| Please sign below if your child will be using Extended Care on a regular schedule. | | |
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| **Morning Extended Care**: | | 7:30 a.m. to 9:00 a.m. |
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| Days of week needed (please list): | | |
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| Arrival Time: | | |
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| **Afternoon Extended Care**: | | 12:00 p.m. to 4:30 p.m. |
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| Days of week needed (please list): | | |
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| Time of pick up: | | |
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| Child’s Name: | | |
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| Parent/guardian’s Signature: | | |
|  | | |
| Date: | | |