



Lion's Lair Program and Registration Information 2019-2020

Lion's Lair provides quality before and after school care for the students of Notre Dame Academy. The program will provide supervised activities, which can include large group games, homework help, a snack, creative activities, and free play. The goal of the program is to create a fun, safe, educational, and nurturing environment for the participants. Email Mr. Stephens at lionslair@nda-mn.org with any questions about the program.

Hours of operation	<u>Regular School Days:</u> <u>Non-School Days:</u>	7-8:45 a.m. and 3:55-6 p.m. 7a.m. – 6 p.m.
Fees	\$45.00 per family \$7.00 per time block, per student \$10.00 per time block, per student \$50.00 per day, per student	Annual Registration Fee Registered families Drop-in for non-registered families Non-School Days (registered families only) (**Late pick up fee is \$2 per every minute after 6:00 p.m.**)
Time Blocks (regular school days)	Before School 7:00-7:45 a.m. 7:45-8:45 a.m.	After School 3:55-5:00 p.m. 5:00-6:00 p.m.
Payments	Families will be billed in arrears through TADS on their monthly invoice on the 25 th of the month	

- If you did NOT register for Lion's Lair in TADS, please complete a registration form and the registration fee will be added to your TADS account.
- Please use the cafeteria door (12E) for morning drop-off and afternoon pick-up.
- Parents must sign their child in at drop-off, and also sign them out at pick-up.
- The "drop-in" fee applies to non-registered families only.
- Lion's Lair will be offered on non-school days if a minimum of 6 children are registered for the day.

Meals and Snacks

Snacks are provided after school to each student. Parents must provide a cold lunch and beverage on all non-school days.

Release of Children

If a person other than a parent or designated person is picking up your child, please notify staff by email at lionslair@nda-mn.org, or during Lion's Lair hours you may call **952-388-6777**. In emergencies, a parent must call to inform staff that an alternate person will be picking up. That person may be asked to show proof of identification. Please speak with Mr. Stephens regarding any unauthorized individuals to inform staff of the risk of incident.

Field Trips

Occasionally during school breaks, Lion's Lair may go on field trips. Permission slips will be sent home to be signed for each activity. If a permission slip is not signed, your child will not be able to participate in off-site activities. Field trips may require an additional payment due the day of the trip.

Illness & Accident

Lion's Lair staff can administer prescription medication according to the written orders of a licensed physician and written authorization of the parent/guardian. Prescription medications must be in original container, labeled with child's name and must not be expired. Medication will be kept in a locked box in the Director's office. If a child becomes ill at Lion's Lair, whenever possible, the child will be isolated from the other children and the parents will be called to pick up the child as soon as possible. In the event of an accident or emergency, the Lion's Lair staff will provide first aid and when necessary, 911 will be called and parents will be contacted immediately.



Lion's Lair Registration Form 2019-2020

Complete this registration form and email to lionslair@nda-mn.org or return to the school office

Mother's Name: _____ Father's Name: _____

Mother's Phone: _____ Father's Phone: _____

Mother's Email: _____ Father's Email: _____

Child 1

Child 2

Child 3

Name: Meredith _____

Name: _____

Name: _____

Date of Birth: _____

Date of Birth: _____

Date of Birth: _____

Grade: _____

Grade: _____

Grade: _____

Male _____ Female _____

Male _____ Female _____

Male _____ Female _____

Check here if you will use Lion's Lair sporadically and will not have a set schedule. We ask that, when possible, you notify Lion's Lair in advance of your child attending at lionslair@nda-mn.org or by contacting the school office.

Otherwise, please mark the time blocks that you expect to use weekly, to assist us in providing adequate staffing:

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 - 7:45 a.m.					
7:45 - 8:45 a.m.					
3:55 - 5:00 p.m.					
5:00 - 6:00 p.m.					

** Please note, students are welcome to attend Lion's Lair during any offered time block, even if not marked here. You will be charged only for the time blocks your child actually attends. We encourage you to email lionslair@nda-mn.org in advance if your child will be present during a time block they don't typically attend, or if your family's schedule changes throughout the school year in order to help us staff accordingly.**