



**Bonnie Hoffschneider**  
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# Concordia Lutheran School

# EXTENDED CARE



**ENGAGING HEARTS AND MINDS**

4245 LAKE AVENUE FORT WAYNE, IN 46815  
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# Before School Care & After School Care

At Concordia Lutheran we offer a structured before and after school program for the students of CLS in preschool through 8th grade. This program was designed to serve the families of CLS in multiple ways:

- Provide students with a safe and structured environment.
- Allow students to focus on academics with time to complete homework, read and receive assistance.
- Fill a childcare need expressed by families of CLS.
- Generate cost savings to parents by offering flexible hours at a reasonable rate.

Extended Care is available between the hours of 7:00-8:00am and 3:00-6:00pm. Crafts or art activities are made available to interested students and time is available for homework completion. After school students may choose supervised playground time or indoor games and activities between 3:45 and 5:00 p.m. The loving staff helps make winding down from a long day at school an enjoyable experience for all in attendance.

## FEES

Extended Care fee is \$1.50 per child per half hour or any portion of a half hour. Billing is sent out once a month and payment is due by the 15th of the month. Payment will be made in the school office or on-line. Late pick up fee will be \$5.00 for each additional 5 minute period per child. Checks should be made out to Concordia Lutheran School (memo: Extended Care).

## MORNING PROCEDURE

Students are to be dropped off at the school entrance on the church side. All students on school property and not under parental supervision prior to 7:50am are to sign in at Extended Care.

## AFTERNOON PROCEDURE

Students will go directly to car line at dismissal. Any child not picked up by 3:45pm will be sent to extended care until a parent arrives.. A parent or designee must sign out each child. All students must be picked up and signed out through the school office side of building. Students (4-8) who have their parents written permission may sign themselves out to attend sporting events.

## RULES

Extended Care rules are essential to providing a safe environment for our students. All school rules apply and must be followed in Extended Care. School rules are available in the school handbook. Please note that cell phones will not be permitted during before/after school care.

## SNACK

Extended Care provides an afternoon snack or students may bring a snack from home. When sending a snack from, it is strongly recommended that parents send a healthy snack with their child.

## EXTENDED CARE PHONE

To reach Extended Care during Extended Care hours, please call 260-797-5901.

All questions regarding extended care should be directed to Mrs. Bonnie Hoffschneider.