



**EAGLE CARE PROGRAM  
PARENT HANDBOOK  
2023-2024**

**Mission Statement:**

*The mission of Nixa Public Schools, dedicated to our legacy of excellence, is to ensure all students achieve maximum potential and graduate with the knowledge, skills and character necessary to succeed as productive, informed, and engaged citizens in a diverse society by providing a quality, comprehensive, world-class education in a safe and secure learning environment.*

**Program Objectives:**

Our Eagle Care program strives to provide a safe, nurturing environment for every child. Through the use of developmentally appropriate activities and materials, our goal is that your child will develop a positive self-image. Social-emotional development is a large part of our program. Our caregivers strive to provide a safe and secure environment and promote a sense of independence by allowing children to explore, experiment, and problem solve. We also encourage language development through the use of songs, books, and social interaction with the children throughout the day, helping to set the foundation for future communication skills. We provide an abundance of gross and fine motor activities during our daily routine. This helps to promote the growth process of the children in our care.

Eagle Care will create an atmosphere of respect for all those who interact with Eagle Care. This includes children and youth, parents and guardians, teachers and schools, and our community.

**Admission:**

The Eagle Care program is designed to serve children ages 3 years to 5 years old. Children that are 3yrs-5yrs old are eligible if they turn 3 prior to July 31<sup>st</sup> of the upcoming school year. **First priority is given to returning Eagle Care students and students enrolled in a Nixa Public Schools preschool program.**

To enroll your child in our program, you may complete the interest form at <https://www.nixapublicschools.net/Page/2123> or contact Juliette Thompson at 417-724-6337. When a spot becomes available, those on the interest form will be contacted to fill that spot.

Eagle Care will not discriminate in providing services to children and youth on the basis of race, ethnicity, religion, cultural heritage, marital status, sexual orientation, special needs, or disability. For the 3yrs-5yrs old age, enrollment requirements are that the child must be 3 years old and **fully potty trained** to attend the program.

**A potty trained child is defined as:**

- Be able to TELL the adult they have to go potty BEFORE they have to go. They must be able to say the words "I have to go potty" BEFORE they have to go.
- Be able to pull down and pull up their underwear and pants independently.
- Be able to get on and off the toilet themselves.
- Be able to wipe themselves after using the toilet.
- Be able to wash and dry their hands.
- Be able to go directly back to the room without directions.
- Be able to postpone going if they must wait for someone who is in the bathroom or if they are outside and away from the classroom.

The following enrollment forms must be completed and returned prior to admission to the program:

- **Online Registration Form:** must be completed thoroughly including full addresses and complete phone numbers.
- **Medical Form:** Only if your child has a medical condition or severe allergies.

**Hours/Days of Operation:**

Eagle Care is available Monday through Friday starting August 21, 2023 through-May 24, 2024. (177 student days)

The hours of operation will be from 6:30 a.m. until 6:00 p.m.

**\*\*\*Eagle Care DOES NOT accept drop-in care or offer Part-Time care\*\*\***

**Withdrawal from Program:**

- I. If withdrawal from the program is needed for your child, please complete a "Schedule Change Request" online at [www.nixaxlt.net](http://www.nixaxlt.net) or submit a notice in writing to the XLT office. Schedule changes made prior to the 25th of each month will be applied to the end of the current month. Changes made after the 25th of the month will not be applied until the end of the following month. This is due to the tuition schedule being broken down over a year of payments spread out evenly across the school year.

**Written notice should include the following:**

Child's' Full Name

Parents' Full Name

Current Date

Effective Date of Change (See above) / School Child Attends - Eagle Care

Reason for Withdrawal

Parent Signature

→ **Tuition will not be prorated, appropriate notice must be given to stop tuition from being charged.**

If your child will not be attending the program as scheduled, please notify your classroom Lead Teacher in advance. Cooperation in this matter is for the safety of your child.

**IF YOUR CHILD DOES NOT ATTEND FOR ONE MONTH AND EAGLE CARE HAS NOT BEEN NOTIFIED, YOUR CHILD WILL BE DROPPED FROM THE PROGRAM.**

→ **Tuition will continue to be charged unless we have received a Scheduled Change Request or a written notice.**

→ **All balances must be paid in full in order to return.**

If your family should have an unusual or emergency type financial problem that may affect the prompt payment of tuition, please call 417-724-6190 to discuss the situation with the XLT Office Manager.

**Tuition & Attendance Schedule:**

Our tuition schedule is based on a daily tuition fee multiplied by the number of student days for the year. It is then divided by 9 monthly billing cycles. Your payment amount will remain constant for the year; however, you are not being charged for days that school is not in session. **Therefore, we do not prorate for days out from school** (i.e. Thanksgiving, Christmas Break, and Spring Break.)

**Full Time:**

- 3yrs-5yrs old - \$23.40 daily fee \* 177 student days = \$4,141.80 / 9 months = \$460 monthly
- 3yrs-5yrs old ALL-DAY - \$35.10 daily fee \* 177 student days = \$6,212.70 / 9 months = \$690 monthly

**\*\*ONLY FULL-TIME CARE IS AVAILABLE\*\***

**Eagle Care Tuition Schedule 2023-2024**

PAYMENT DUE DATE	LATE FEE DATE
SEPT 1	SEPT 5
OCT 1	OCT 5
NOV 1	NOV 5
DEC 1	DEC 5
JAN 1	JAN 5
FEB 1	FEB 5
MAR 1	MAR 5
APR 1	APR 5
MAY 1	MAY 5

Program	Monthly Fee
3yrs-5yrs old	\$460.00
3yrs-5yrs old ALL-DAY	\$690.00

A ten percent (10%) discount for each additional full-time child per family. The discount will be applied to the older child's tuition.

There is a \$30 non-refundable registration fee due at the time of enrollment. This is a one-time registration fee as long as you remain enrolled within the Eagle Care program. **If you withdraw from the program for more than 30 days, you will be required to re-pay this fee when you re-enroll.** You must also pay the first month of tuition at that time. Employees of the school district will only have to pay a one-time \$30.00 registration fee for the lifetime of their program participation.

→ ***There are no credits or refunds for snow days.***

**Tax Information:**

Tax information will be emailed to the primary account payer on or before January 31st each year. You may also pick up a hard copy of your tax information at the XLT office after January 31st. For reimbursement plans, our Tax ID number is: 44-6003670.

**Billing Policies and Procedures:**

- Statements will be released by the 25th of each month
  - Tuition may be paid by SchoolPay for credit/debit, check and ACH payments. Check, cash, or money order, *(make payable to Nixa Public Schools.)*
  - Payments are accepted at the XLT office below the gym in the Faught Administration Center. Please mail to 301 S. Main Street, Nixa, MO 65714. A drop box is also located on the back side of the Faught building in front of the Technology Center.
  - Tuition payments are **not** accepted at the Eagle Care (building) site.
  - Tuition is due for the full month. Tuition payments are due regardless if your child attends each day or not. **Credits will NOT be given for missed days.**
  - Tuition must be paid by the 1st of each month. *All account balances that are not paid in full by the 5th of each month will be assessed a \$30 late fee.*
  - **If payment is not made in full on the 10th of the month by 2:30pm, care for your child(ren) will be suspended. Parents will receive notification that their account is delinquent, and an opportunity will be given to pay the account balance. If a payment is made after 2:30pm on the 10th, the payment will be processed the next business day. Students may not attend Eagle Care until parents receive a confirmation from the XLT Billing Department.**
  - Suspended accounts with a balance will continue to incur a \$30 late fee every billing cycle until paid in full or until the account has been referred to a collection agency.
  - Late fees will continue to be assessed during the summer months (June and July) on all accounts with outstanding balances.
  - Once childcare has been discontinued due to non-payment, we will send a certified notice to the home address of the financially responsible parent and an opportunity will be given to pay the balance in full. If the balance remains unpaid after 60 days, the account will then be referred to the collection agency.
  - Accounts turned over to collections will be billed an additional 35% to cover collection costs, plus attorney fees incurred by the district.
  - Payments must then be made to the collection agency. Failure to pay the account in full will result in the inability to re-enroll your child(ren) in Eagle Care.
- When an NSF check is returned to the district, the following process will take place to collect on the check.
- All procedures to collect on NSF checks will be done at the Faught Administration Center Business Office and all payments for an NSF check are to be made at the Business Office.
  - The Business Office will send a letter to collect the amount of the check plus an insufficient check fee.

- Payment must be made in the form of a money order or cash and the money order must be made out to Nixa Public Schools.
- If payment has not been received by the Business Office within 30 days of notification, the check will be sent to the Prosecuting Attorney for collection.
- If a person has written three (3) insufficient checks in one school year, they will be required to pay cash only.

*If you are a Nixa Public Schools employee with a delinquent balance, payroll deduction can be an option to recover the delinquent balance. Please contact the XLT Office Manager at 417-724-6190 before this option is considered.*

**State Child Care Assistance:**

*Eagle Care does not accept state pay child care assistance.*

**Care & Discharge of Children:**

Sign In/Out Procedure:

It is mandatory that you, or someone approved on your child's enrollment form, bring your child to the room and sign your child in and/or out each day. This provides us a chance to share with you any information you may need regarding your child or the program. Please **NEVER** leave a child unattended at the main entrance or at a classroom door.

→ **Confirmation of communication is the responsibility of the parent. Important information such as School Day Off, program changes, or policy changes are made available at this time through postings, newsletters, email, the EAGLE CARE website, flyers, and through the SeeSaw App.**

**\*\*\* Your child may not be dropped off before 6:30am. Eagle Care requests that students arrive no later than 9:00am. At this time, classes are in full session. A disruption in the school schedule affects all students, teachers, and programming. If your child will be arriving after 9:00am, you are required to contact Eagle Care Lead Supervisor, Juliette Thompson, at 417-724-6337.**

Children in our care will only be released to individuals listed on the child's enrollment form. Everyone should be prepared to show ID each time the child is picked up. Due to staffing changes and substitute teachers, our staff may not be able to recognize each individual who picks up the child. This policy helps us to ensure the safety of your child and is mandatory.

Only individuals **sixteen years of age or older** may pick up a child from the program.

In the event your child will be absent from Eagle Care or when you are notifying the office or building site of an alternate person picking up your child, **you will be asked to provide the last four digits of your Social Security number.** This is to ensure the safety of your child. Under no circumstances will Eagle Care allow a child to walk home without an authorized individual.

Children Not Picked Up by 6:00 pm:

Children must be picked up by 6:00 pm. The school's clock will serve as the "official clock." If not picked up by 6:00 pm, you will be charged a late fee of \$5.00 (per child) for the first 1-10 minutes late, with an additional \$1.00 for each additional minute. Payment must be made to the XLT office within five working days of the infraction.

There will be no exceptions or warnings. If you are late for any reason (flat tire, work-related issues, miscommunication between parents, etc.), a charge will be issued. A “no exceptions” policy makes it easier for us to apply the late policy to everyone consistently and fairly.

A form indicating the child’s name and at what time the parent arrived has been developed with the policy clearly stated. The parent and Lead Supervisor or Site Supervisor will sign this form for documentation of the infraction.

- **After all attempts to contact parents and emergency contacts have failed, a child who is not picked up by 6:30 pm will be considered abandoned. The Nixa Police Department and Division of Family Services will then be called.**

### Custody Issues

In cases where the child is the subject of a court order (e.g., Custody Order, Family Plan Restraining Order, or Protection from Abuse Order), EAGLE CARE must be provided with a Certified Copy of the most recent order and all amendments. The orders of the court will be strictly followed unless the custodial parent(s) request a more liberal variation of the order in writing and it is approved by the court.

In the absence of a court order, EAGLE CARE cannot limit the access of one parent (or guardian) by the request of the other parent (or guardian), regardless of the reason.

### Parent/Guardian Visitation

Parents/guardians are always welcome to visit the program at any time. We would love to have you come and share your job skills or hobbies with us any time. Please check with your child’s classroom teacher for a date if you wish to share your skills/hobbies with Eagle Care.

- **We encourage communication with our Eagle Care staff at all times. However, if there is a situation you feel must be discussed with the Lead Teacher, please make an appointment with them. This allows them to specifically address your situation and not take away learning time from the other children.**

### Reporting of Child Abuse

Under the Child Protective Services Act, mandated reporters are required to report any suspicion of abuse or neglect to the appropriate authorities. The staff of Eagle Care is considered mandated reporters by law. The staff of Eagle Care is not required to discuss their suspicions with parents prior to reporting the matter to the appropriate authorities, nor are they required to investigate the cause of any suspicious marks, behavior or condition prior to making a report. Under the Act, mandated reporters can be held criminally responsible if they fail to report suspected abuse or neglect. We at Eagle Care take this responsibility very seriously and will make all warranted reports to the appropriate authorities. The Child Protective Services Act is designed to protect the welfare and best interests of all children.

As mandated reporters, the staff of Eagle Care cannot be held liable for reports made to Child Protective Services that are determined to be unfounded, provided the report was made in “good faith.”

### **Department of Health License Exempt Child Care Facilities:**

Nixa Public Schools Eagle Care program is a License Exempt facility and is not required to be

inspected by the Department of Health and Senior Services. A copy of our license exemption letter is available upon request.

**Contact Information:**

Eagle Care Lead Supervisor

XLT Office, Faught Administration Center, 301 South Main Street, **417-724-6337**

Eagle Care Site Supervisor

XLT Office, Faught Administration Center, 301 South Main Street, **417-724-6193**

XLT Office Manager

XLT Office, Faught Administration Center, 301 South Main Street, **417-724-6190**

XLT Program Coordinator

XLT Office, Faught Administration Center, 301 South Main Street, **417-724-6191**

XLT Assistant to the Program Coordinator

XLT Office, Faught Administration Center, 301 South Main Street, **417-724-6192**

**Eagle Care:**

Eagle Care 1 (Room 128).....417-724-6331

Eagle Care 2 (Room 126).....417-724-6332

Eagle Care 3 (Room 124).....417-724-6333

**Eagle Care Office (Room 119).....417-724-6337**

Eagle Care 4 (Room 114) .....417-724-6334

Eagle Care 5 (Room 115).....417-724-6335

**Child Supplies:**

If your child attends a morning ELC/ECC class or is an Eagle Care ALL-DAY student, then they will have a resting time with us after lunch. Eagle Care supplies cots and sheets. Please send a blanket and **travel size pillow** with your child to leave on their cot. Eagle Care will wash sheets weekly. Blankets and pillow/pillowcase will be sent home weekly on Friday to be washed and returned.

**\*\*ALL ITEMS MUST BE LABELED WITH YOUR CHILD'S NAME\*\***

**Meals:**

Eagle Care ***DOES NOT*** provide meals, milk, and/or snacks for children.

Breakfast, lunch, and milk can be purchased from the Peggy L. Taylor Early Learning Center cafeteria during regular school days. When purchasing breakfast, please provide the Eagle Care staff at least 24 hours notice. Please send breakfast and lunch (unless purchasing from the cafeteria), a morning snack, and an afternoon snack.

Payments are not accepted in the Eagle Care classrooms, a drop box is located near the front door entrance or you are able to make payments online through School pay.



The parent/guardian must label the child's water bottle and lunch box with their name.

*Eagle Care requests that parents send healthy lunches and snacks on School Day Off unless otherwise notified. We will do our best to provide adequate storage for lunches.*

A treat may be sent for a special occasion if you wish; however, we would prefer that you send healthy snacks. All snacks provided must be prepackaged. Please see the Lead Supervisor for ideas.

Due to staff/child ratios, Eagle Care **can not** heat-up student's food/meals.

**ALL EAGLE CARE classrooms are peanut and tree nut free.** Please check labels before sending them with your child. If the food item includes peanuts or tree nuts the snack will be sent home with the child. Please be aware of information on the product such as "may contain peanuts", "produced in a factory that processes peanuts", or "processed in a factory with peanuts".

**If adequate supplies and/or meal items are not provided, the parent will be contacted to bring the supplies in or pick up the child. Adjustments to the lists above can be made at the Eagle Care Lead Supervisor's discretion without notice.**

### **General Policies:**

#### **Confidentiality**

Within EAGLE CARE, confidential and sensitive information will only be shared with EAGLE CARE staff who have a "need to know" in order to most appropriately and safely care for your child. Confidential and sensitive information about staff, other parents and/or children will not be shared with parents, as EAGLE CARE strives to protect everyone's right of privacy. Confidential information includes, but is not limited to, names, addresses, phone numbers, disability information, behavior, and health information.

Outside of EAGLE CARE, confidential and sensitive information about a child will only be shared when the parent of the child has given express written consent, except where otherwise provided for by law. Staff may consult with school administrators and teachers at your child's school regarding your child's development or behaviors.

Staff may also discuss your child if making a report of child abuse as a mandated reporter (see section entitled **Reporting of Child Abuse**) or if requested by the Department of Health and Senior Services Section for Child Care Regulations, Social Services or local authorities for an investigation or inspection.

You may observe children at EAGLE CARE who are disabled or who exhibit behavior that may appear inappropriate. You may be curious or concerned about the other child. Our Confidential Policy protects every child's privacy. Staff are strictly prohibited from discussing anything about another child with you.

#### **Personal Property**

Nixa Public Schools are not responsible for any personal property brought to Eagle Care. We **strongly** discourage the use of personal electronics such as cell phones, hand held devices, and electronic games. If items are brought for special occasions, they must be labeled and are the responsibility of each child.

#### **Clothing**

Children should dress appropriately for active play. Each child should have an extra 2 sets of clothing in event of an accident. All clothing should be labeled with your child's name. For children who are walking, shoes with socks must be worn during program hours. On the first day of care, parents should bring 2 complete changes of clothes, including socks and shoes, in a Ziploc bag to be kept in the classroom. Dirty clothes will be sent home in a plastic bag to be washed, and a new set of clothes should be provided the next day. If an accident occurs and no clothes are available, the parent will be called to bring a change of clothes or pick up the child.

**\*Reminder, clothing in the Ziploc bag may need to be changed when the seasons change**

### Ill Children

Children who are suspected of having a contagious illness shall not be accepted into care. If a child becomes ill while in the childcare program, parents/guardians are requested to come for their child at once.

**If children exhibit any of the following symptoms, they will be sent home:**

- Diarrhea—more than one abnormally loose stool.
- Fever- 100 degrees or over (auxiliary temperature by forehead, under arm, or by ear).
- Severe coughing—if the child gets red or blue in the face or makes high-pitched croup or whooping sounds after coughing
- Difficulty breathing, wheezing, or rapid breathing
- Yellow skin or eyes
- Pink Eye—tears, redness of eyelid lining, irritation followed by swelling or discharge of pus.
- Unusual spots or rashes
  - When a rash is accompanied by a fever or behavioral changes until a doctor has determined that the rash is not contagious and the child can return to school.
  - When skin sores are weeping fluid or on exposed body surfaces that cannot be covered with a waterproof dressing.
- Sore throat or difficulty swallowing
- An infected skin patch –crusty, bright yellow, dry, or gummy areas of the skin
- Vomiting
- Lethargy or the child is inconsolable and unable to participate in the program
- Severe itching of the body or scalp or scratching of the scalp

In order to return to the program after illness, a child must be symptom free for 24 hours without the aid of acetaminophen or Ibuprofen.

If questionable symptoms are present, a note must be obtained from a licensed physician stating that the child is free from contagion and able to participate in care. Each note provided is only good for the length of the current fever/and or symptoms. Future symptoms/temperatures will require a new note for each incident.

→ **All Eagle Care sick policies are subject to change to reflect/coincide with School District Policies**

### Medication Policy

A child may not receive medication of any type from the Eagle Care program unless medication is absolutely necessary. If this is the case, we require parents/guardians to please follow these procedures:

- Complete a Medication Form, advising the lead teacher of the amount and frequency of dosage.
- The medication must be in the original container, marked with the date, child's name, and the physician's name if applicable (Your pharmacist will provide an additional container for this purpose).
- At the end of the medication period, parents should take home any unused medication.
- Eagle Care can only accept instructions concerning medication directly from the child's parent/guardian.

***What we can do:***

- We can administer some oral medications, including over the counter medications. We must have the Permission to Administer Medication Form signed by the doctor and/or parent to administer *any* medication.
- All medications must be in their original containers and labeled with the child's full name.
- We can administer medication/treatments that require one-time training by licensed medical personnel, family members, or healthcare providers such as Emergency Epipen Allergy Kit.

***We cannot administer medications and treatments such as:***

- Injected medications
- Gastric tube feedings
- Catheterization
- Blood collection for glucose monitoring

Naptime

Eagle Care provides a naptime for all students in our program. Naptime is daily from 12:30pm-2:30pm. Students are not required to sleep during naptime, but they **must spend at least 45 minutes on their cots (not next to or under the cot) quietly before moving onto a quiet activity provided by the teacher.** This 45 minutes allows for our teachers to help the other students in the classroom fall asleep without distractions or interruptions from the students that are not napping. **If a student refuses to stay on their cot, is running around the classroom, tries to leave the classroom, is climbing on furniture, screaming/yelling, or being physically aggressive during naptime, Eagle Care can/will send the student home for the remainder of the day.**

Special Care Plans

Eagle Care is dedicated to serving all children and families needing our service, provided that they can effectively operate within the regular staff to child ratio of 1:10. If your child has special needs as defined by the Missouri Department of Health and Senior Services, you may be asked to complete a Special Needs Plan (19 CSR 30-62.132). This form will allow us to better serve the needs of your child. Parents may wish to provide their child's Individualized Education Program (IEP) to the Eagle Care staff. Eagle Care will try to accommodate the children's needs as best we can.

- If your child has an **IEP for behavioral or developmental purposes**, Eagle Care requires you to have a qualified professional complete a **Medical Exam Form** for your child stating there is a special need. This form will enable Eagle Care to create a more successful environment for your child. It is required that we have this on file before

he/she begins attending the program.

Unfortunately, there are times our programs cannot meet the needs of all the children. In this case, we will be glad to offer suggestions or resources for appropriate care through other programs. You may call Child Care Resource and Referral at 1-800-200-9017. ***If you feel that your child needs one-on-one assistance per a special need or disability when attending Eagle Care, please contact Nixa Public Schools Special Services Department at 417-724-6260.***

#### Special Needs/Allergies

Besides information in the children's files, each site will confidentially post on the cabinets the children who have special needs and allergies.

#### Accidents

Throughout the course of the day, children will get occasional bumps, cuts and scrapes associated with active play. Every effort will be made to document and notify parents of these minor accidents. We will cleanse cuts and scrapes with warm water and apply a Band-Aid. **We cannot apply any salves, ointments, or creams without a medication form on file.**

Eagle Care is not responsible for any personal injury incurred while the children are at the childcare program. Parents are encouraged to enroll in insurance to cover accidents.

#### Movies

Eagle Care views "G" and selected "PG" movies. If you have any concerns regarding movie viewing, please discuss this issue with your Site Supervisor. We are licensed through the Motion Picture Licensing Corporation to exhibit movies.

#### Staff Training and Professional Development:

All staff will be required to attend 6 hours of professional growth each year. This will include four hours of CPR/First Aid. Staff will be assessed continuously for training topics.

#### Behavior Guidance

Eagle Care makes every effort to ensure the safety of all children. Inappropriate behavior will be handled in accordance with School Board Policies JGA, and the Missouri Safe Schools Act. This program complies with all federal, state, and local laws that prohibit corporal punishment or abuse in childcare settings. Staff are prohibited from using unproductive or shaming methods of punishment. Our program believes that parents and staff must collaborate to manage persistent behavioral issues and help our students become successful.

There is a **zero-tolerance policy** for the following types of misconduct that will result in immediate suspension or dismissal from Eagle Care:

- Possession, transmission, and/or use of tobacco, drugs, or alcohol
- Disrespect or insubordination
- The use of improper language
- Fighting or physical aggression (hitting, kicking, biting)
- Inappropriate display of affection
- Leaving assigned Eagle Care boundaries without permission
- Vandalizing, damaging, or stealing school or private property
- Threatening, intimidating, or causing bodily harm to any person

- Weapons (as described in the Missouri Safe Schools Act)—Students who bring a weapon to school will be expelled for a period of one year. The superintendent of schools may modify this expulsion on a case-by-case basis. The minimum punishment shall be a parent conference and the maximum punishment shall be one-year expulsion.
- Sexual harassment - Complaints shall be forwarded to the Program Coordinator for investigation. A substantiated charge against a student shall subject that student to disciplinary action including suspension or expulsion. False accusations will result in the same disciplinary action applicable to the one found guilty of sexual harassment.

At **NO** time is it acceptable behavior for students to be physical, threaten others, or verbally abuse staff or other children. ***“Children shall not be permitted to intimidate or harm others, harm themselves, or destroy property.”***

A non-compliant, physically or verbally aggressive student will be removed and **suspended immediately** from Eagle Care to ensure the safety of all other participants, families, and staff.

Eagle Care will approach problem behaviors as follows:

1. Verbal Warning/Redirection
2. Behavior write-up. Phone call home.
3. If behavior continues, the student will be sent home for the remainder of the day. A suspension could be issued to the student.
4. A Behavior Plan will be developed with parents(s)/guardian(s) and the student.
5. Failure to comply or violating terms of the Behavior Plan will be the cause for dismissal of the student from Eagle Care.

The timeline of any suspension issued to a student with a problem behavior in Eagle Care will be determined by the Eagle Care Lead Teachers with the support of the Eagle Care Lead Supervisor, Eagle Care Site Supervisor, and/or Assistant to the XLT Program Coordinator. Suspension from XLT includes all programs operated by XLT (Parents Night Out, School Day Out, and all Camps).

**\*\*\* There is no reimbursement of tuition in these behavioral situations.**

### Biting

Biting is a typical behavior often seen in young children. As children mature, gain self-control, and develop problem-solving skills, they usually outgrow this behavior. While not uncommon, biting can be upsetting and potentially harmful behavior.

- Eagle Care will follow steps to assist a child who is biting on a case by case basis.
- If biting becomes a recurring problem for a child, a meeting will be requested with the parents and Eagle Care Leadership Team to develop a behavior plan.

### Bullying

In order to promote a safe learning environment for all students, the Nixa Public Schools prohibits all forms of bullying. The district also prohibits reprisal or retaliation against any person who reports an act or bullying among or against students. If an act of bullying is reported within Eagle Care, the Program Coordinator and/or Eagle Care Lead Supervisor will perform an investigation, consult with building Principals, and report to the appropriate Administrator. **Bullying is prohibited in Eagle Care and will result in suspension or dismissal from the program.**

### Outdoor Weather Safety

Outside play gives children an opportunity to run off excess energy generated during the regular school day. However, precautions need to be taken to ensure a safe and enjoyable play period.

Children will have 30-60 minutes of outside exercise/play each day.

- Children will go outside when the outside temperature is 25 degrees Fahrenheit or above. (Wind chill be taken into consideration.)
- Over 100 degrees, students will remain indoors (heat index will be taken into consideration).
- Safety drills are conducted on a monthly basis.
- Ask the Site Supervisor for evacuation procedures and routes.

At the first indication of lightning or severe weather, staff will bring children indoors. The XLT Program Coordinator monitors the weather during these conditions.

**If parents request their children be excused from participating outdoors, a doctor's note must be on file.**

### Program Changes

EAGLE CARE reserves the right to cancel, combine, change dates, times, fees, change staff or make any other revisions in the program that may become necessary during the school year.

### **Eagle Care Summer Camp - Camp SOAR:**

- A. Registration for Camp SOAR will be available April 2024.
  - 1) Camp SOAR dates are June 3rd - June 27th, 2024
- B. Camp SOAR payments must be made separately from tuition.

### **Camp SOAR Rates:**

- Registration Fee of \$30.00 per family
- 3yrs-5yrs old: \$150.00 per child, per week
- Week 4 **will** be prorated at \$120.00 (June 28th - Closed)

**For us to operate camps we have a minimum enrollment of 20 children enrolled each day.** We will give appropriate notice if we do not have enough registered to operate a camp.

**\*\*\* Camps are subject to change due to enrollment, weather, and changes in the Nixa Public Schools**

### **Calendar**

#### Inclement Weather:


- **No School:** if school is closed for inclement weather, Eagle Care will also be closed.
- **2 Hour Late Start:** Eagle Care will open at 8:30am to allow time for staff to arrive safely
- **Early Release:** In the event of school being dismissed early, children will need to be picked up as soon as possible.

*\*\*\* Eagle Care uses the SEESAW app for **ALL** program notifications during inclement weather to communicate with parents (early-release, closings, where to pick-up, ect.).*

Social Media:

- Nixa Public Schools and Eagle Care try our best to communicate with our parents as quickly and efficiently as possible. Most information is available on our website at [www.nixaxlt.net](http://www.nixaxlt.net). We also use the Seesaw App to communicate with parents and share pictures of your child with you. Please see your Lead Teacher regarding Seesaw information.

Calendar

2023-24 Eagle Care Student Calendar																	
Student Days: 177													-	Closed			
Billing: 177 x \$23.35 a day = \$4,132.95 / 9 months = <b>\$460 a month</b>														CAMP SOAR			
All Day Billing: 177 x \$35.10 a day = \$6,212.70 / 9 months = <b>\$690 a month</b>																	
August 2023					9	December 2023					15	April 2024					21
M	T	W	TH	F		M	T	W	TH	F		M	T	W	TH	F	
	1	2	3	4						1		1	2	3	4	5	
7	8	9	10	11		4	5	6	7	8		8	9	10	11	12	
14	15	16	17	18		11	12	13	14	15		15	16	17	18	19	
21	22	23	24	25		18	19	20	21	22		22	23	24	25	26	
28	29	30	31			25	26	27	28	29		29	30				
September 2023					20	January 2024					20	May 2024					18
M	T	W	TH	F		M	T	W	TH	F		M	T	W	TH	F	
				1		1	2	3	4	5				1	2	3	
4	5	6	7	8		8	9	10	11	12		6	7	8	9	10	
11	12	13	14	15		15	16	17	18	19		13	14	15	16	17	
18	19	20	21	22		22	23	24	25	26		20	21	22	23	24	
25	26	27	28	29		29	30	31				27	28	29	30	31	
October 2023					21	February 2024					21	June 2024					
M	T	W	TH	F		M	T	W	TH	F		M	T	W	TH	F	
2	3	4	5	6					1	2		3	4	5	6	7	
9	10	11	12	13		5	6	7	8	9		10	11	12	13	14	
16	17	18	19	20		12	13	14	15	16		17	18	19	20	21	
23	24	25	26	27		19	20	21	22	23		24	25	26	27	28	
30	31					26	27	28	29								
November 2023					17	March 2024					15						
M	T	W	TH	F		M	T	W	TH	F							
		1	2	3						1							
6	7	8	9	10		4	5	6	7	8							
13	14	15	16	17		11	12	13	14	15							
20	21	22	23	24		18	19	20	21	22							
27	28	29	30			25	26	27	28	29							