

Hello KidKare Families,

Welcome to KidKare's 2022-2023 school year program! To ensure that you and your child(ren) have a smooth, safe, and fun year at KidKare, please read through the following information.

**Elementary Open House Tuesday, August 30 from 5-7 pm:** KidKare will be open during this time for all registered families preschool - school age to stop in to see the rooms and meet the staff!

**Notification of child's enrollment:** It is your families responsibility to notify the school, your child's teacher, and Vision Transportation of your child's enrollment at KidKare and the details of their attendance schedule.

**Pick up and Drop off:** Families are to accompany your child in and out of the building. Each site will email families to notify you of which door to enter and the 4 digit security code to enter the building. If you are arriving during the midday hours 7:30 am-2:20 pm please ring the doorbell for staff assistance to gain entrance into the building.

**Provide the following items for your child daily:** **Water bottle, sunscreen, tennis shoes, nap time items that fit in a backpack** (prek only), a **change of clothes** (even the older kids! Spills, rips, and dirt happen and KidKare has a limited supply of extra clothing) and **appropriate clothing for the weather**. **Please label items with your child's name.**

**Attendance changes:** Changes are to be submitted online by 4pm on the **Friday before week of care**. To do this, follow the steps below:

1. Sign into your account at [bhmschools.ce.eleyo.com](https://bhmschools.ce.eleyo.com)
2. Click on the "Your Account" tab.
3. Click on the "Your child's contract" tab.
4. Next, click on "Change Schedule".
5. Click each date in the appropriate time frame that you would like to add/remove.
6. Click "Submit Contract Schedule Changes".

**Once the week of care starts there is no reimbursement for canceled days.**

**Non-school days:** Non-school day registration will open 2-3 weeks prior to the non-school day. You will find that option listed under "Contract Management" when it opens up. Reminders will be emailed to you and posted at your site. **KidKare will provide a light breakfast and families will need to provide their own lunch from home.**

**Staggered start for all elementary school on September 6 and 7:** Students with the last name beginning with **A-K will begin school on Tuesday, September 6**. If you need care for your child this day (A-K) please make sure to sign them up for before or after school care on that day. Students **A-K will NOT attend school on Wednesday the 7**. If you need care on that day, please go in and sign them up under a NON-SCHOOL DAY for full day care. **Students L-Z will NOT attend school on Tuesday, September 6**. If you need care for your child on that day, please sign them up for a NON-SCHOOL DAY for full day care. **L-Z students will begin school on Wednesday, September 7**. Please sign up for before or after school care as you normally would on that day. **Breakfast and lunch will be available for purchase through food services.**

**Absences:** Families are responsible to call and inform KidKare staff any time their child will not be attending on a scheduled day. Elementary school staff do not notify KidKare if your child is absent from school. It is the families responsibility to notify KidKare directly. A \$5 finders fee will be added if additional staff time is required to confirm your child's absence.

**Breakfast and Lunch:** Is available for purchase through food services on all school days for our preschool children. Your family's information will be added into the district online payment system, Campus Portal, <https://bhmmn.infinitecampus.org/campus/portal/buffalo.jsp>. If your family does not have a Campus Portal account the district will send you an email with your GUID #/Activation Key to create one. Your child will not be required to know their pin number. On all non-school days KidKare will provide a light breakfast and families will need to provide their own lunch from home.

**Afternoon snack:** KidKare provides a small afternoon snack daily. Your child is welcome to bring a snack from home if they prefer.

**KidKare is CLOSED on the following dates:** November 24 and 25, December 23 and 26, January 2, February 20, and May 29.

**Check out our website:** [bhmschools.org/kidkare](https://bhmschools.org/kidkare) for our parent handbook, behavior policies, forms, staff information, upcoming events and more!

**Follow us on Facebook:** [BHM Schools KidKare](#) to see all the fun we are having!

***Thank you for choosing KidKare. We look forward to having a great school year with you!***