



SEACOAST CHRISTIAN ACADEMY

EXTENDED DAY CARE PROGRAM

2025/2026

Fees & Important Financial Information

A \$25 Registration Fee per student is due at registration and is non-refundable.

MONTHLY FEES SUMMARY				
MONTH	AM ONLY	PM ONLY*	AM & PM*	EARLY DISMISSAL (ONLY)
August	\$110.00	\$125.00	\$175.00	\$40.00
September	\$175.00	\$200.00	\$275.00	\$40.00
October	\$175.00	\$200.00	\$275.00	\$40.00
November	\$175.00	\$200.00	\$275.00	\$40.00
December	\$110.00	\$125.00	\$175.00	\$40.00
January	\$175.00	\$200.00	\$275.00	\$40.00
February	\$175.00	\$200.00	\$275.00	\$40.00
March	\$175.00	\$200.00	\$275.00	\$40.00
April	\$175.00	\$200.00	\$275.00	\$40.00
May	\$175.00	\$200.00	\$275.00	\$40.00

***PM Only and AM&PM programs includes Early Dismissal**

Fees are due on the 1st of the month.

*Failure to pay fees when due will result in dismissal from the program.
A \$30 fee will be assessed for a payment returned for non-sufficient funds.
A Late fee of \$30 per month may also be assessed.*

*Auto drafts are available beginning September 1, 2025.
Parents's may also make payments via FACTS (RenWeb).*

"DROP Ins" Are NOT Permitted!

If you want to withdraw your child from the program, please send an email directly to the Director, Ms. McCauley, prior to the 1st of the month. The email will be your confirmation of the request.

If your request is received after the 1st of the month, **you will be charged for the full month. Fees are not prorated for a partial month.**

Contact Information if Questions:		
Audrey McCauley, Director	amccauley@scajax.org	(904) 534-7919
Mike Mariotti, Accounting	mike@hcmcinc.com	725-7102 x208

Thank you for your cooperation and **please make checks payable to Seacoast Christian Academy.**



CHILD CARE APPLICATION FOR ENROLLMENT

Student Information: Date of Birth: _____ Sex: _____ Enrollment Date: _____ Grade: _____

Full Name: _____
Last First Middle Nickname

Child's Physical Address: _____

Primary Hours of Care: From: _____ To: _____

Days of the week in Care: Mon _____ Tues _____ Wed _____ Thurs _____ Fri _____

Family Information: Child Lives With: _____

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

Address: _____ Address: _____

Home Phone: _____ Home Phone: _____

Email: _____ Email: _____

Employer: _____ Employer: _____

Address: _____ Address: _____

Work Phone: _____ Cell: _____ Work Phone: _____ Cell: _____

Medical Information: I hereby grant permission for the staff of this faculty to contact the following medical personnel to obtain emergency medical care if warranted.

Doctor: _____ Address: _____
Phone Number: _____

Doctor: _____ Address: _____
Phone Number: _____

Dentist: _____ Address: _____
Phone Number: _____

Hospital Preference: _____

Please list allergies, special needs or dietary needs, or other areas of concern: _____

Emergency Care Plan Instructions (if applicable) _____

Emergency Contacts: Child will be released only to the custodial parent or legal guardian and the persons listed below. The following people will also be contacted and are authorized to remove the child from the facility in case of illness, accident, or emergency. If for some reason, the custodial parent or legal guardian cannot be reached:

Name: _____ Address: _____ Relationship: _____
Work Phone: _____ Home Phone: _____ Cell Phone: _____

Name: _____ Address: _____ Relationship: _____
Work Phone: _____ Home Phone: _____ Cell Phone: _____

Name: _____ Address: _____ Relationship: _____
Work Phone: _____ Home Phone: _____ Cell Phone: _____

Name: _____ Address: _____ Relationship: _____
Work Phone: _____ Home Phone: _____ Cell Phone: _____

Helpful Information About Child: _____

* Section 7.1 and 7.2 of the Child Care Facility Handbook require a current physical examination (Form 3040) and immunization record (Form 680 or 681) within 30 days of enrollment.

* Section 7.3 of the Child Care Facility Handbook Requires that parents receive a copy of the Child Care Facility Brochure entitled "Know Your Child Care Facility" (CF/PI 175-24) also available on-line at <https://eds.myfamilies.com/DCFFormsInternet/Search/OpenDCFForm.aspx?FormId=860>, or

* Section 8.3 of the Family Day Care Home/ Large Family Child Care Home Handbook requires that parent(s) receive a copy of the family day care home brochure entitled "Selecting A Family Day Care Home Provider" (CF/PI 175-28) also available on-line at <https://eds.myfamilies.com/DCFFormsInternet/Search/OpenDCFForm.aspx?FormId=841>

* Section 2.8 of the Child Care Facility Handbook requires that parents are notified in writing of the disciplinary and expulsion policies used by the child care facility, or

* Section 2.3 of the Family Day Care Home/ Large Family Child Care Home Handbook requires that parents are notified in writing of the disciplinary and expulsion policies used by the family day care provider.

Your signature below indicates that you have received the above items and that the information on this enrollment form is complete and accurate. I hereby grant permission for the staff of this facility to have access to my child's records.

Parent/Guardian Signature

Date



**EXTENDED DAY CARE PROGRAM POLICIES
2025-2026**

HOURS OF OPERATION: The Extended Day Care Program (EDC Program) operates only on days when school is in session for students. (*Does not operate in summer months) Students may be signed into the program no earlier than 6:30 am. Afternoon program begins promptly at the end of the school day and end no later than 6:00pm. An authorized person must sign their student(s) in during morning hours and out during afternoon hours, No Exceptions.

LATE PICK-UP POLICY: Program closes promptly at 6:00 PM. *Late pick-up fee is charged for any student not picked up by 6:00 PM. There is a late pick-up charge of \$25.00 for the 1st 10 minutes and \$20.00 for every 5 minutes thereafter.* There is no refund for days absent.

PAYMENT POLICY: School Policy states that students may not remain in the EDC Program unless their accounts are paid on a current basis. Upon registration, you will receive a payment schedule to follow for the entire year. Payments are due on the 1st day of the month **PRIOR** to services being rendered. If payment is not received by the 15th of the month, a \$25 late fee is due. Your student will not be allowed to attend the EDC Program until the account has been brought current. Not having received a reminder that payments are due does not negate the **Late Fee**. Continual problems with late payments will result in your child not being allowed to remain in the EDC Program.

NOTE: THE ENRICHMENT PROGRAM IS NOT A DROP-IN SERVICE. THERE WILL BE NO DAILY RATES, ALL PAYMENTS WILL BE MONTHLY PAYMENTS.

IF PAYING BY CHECK, PLEASE WRITE YOUR STUDENT'S NAME ON YOUR PAYMENT TO ENSURE PROPER CREDIT.

RETURNED CHECK POLICY: All returned checks will be assessed a \$40 NSF fee. If restitution is not confirmed, your child will be dropped from the program within 3 days. Once restitution is made, all future payments must be made in the form of cash or money order for the remainder of the school year.

General Release of Liability:

- The undersigned hereby releases and forever discharges Seacoast Christian Academy Board, their officers, agents, servants, and employees from all claims and demands the undersigned now has or hereafter may have on account of or in any way arising from personal injuries known or unknown to the undersigned at the present time and property damages resulting or that results from any occurrence which may happen to my child during the EDC Program. I hereby certify that my daughter/son has my permission to participate in the EDC Program and will abide by the same rules as stated in the students' Code of Conduct Handbook.
- To the best of my knowledge, my daughter/son is physically fit to engage in the activity in question. I understand that the Seacoast Christian Academy Board and its employees and agents will exercise reasonable care while my daughter/son is in their custody and care engaging in activities through the EDC Program. I agree to hold the Seacoast Christian Academy Board and its employees and agents harmless from any and all liability, which may arise while exercising their duty of care, relating to my daughter/son for personal injury or illness that may be suffered or any loss of property that may occur to my daughter/son while participating in the EDC Program.

Authorization for Emergency Care:

- In case of accident or serious illness, and the school/program is unable to reach me, I hereby authorize the school/program to contact the physician indicated on the application and to follow his/her instructions. If it is impossible to contact this physician, the school may make whatever arrangements necessary to provide care and treatment for my child.
- In case of accident/serious illness where the immediate treatment of my child is not necessary, but he/she is unable to remain at school, the school/program will contact me to arrange transportation for my child. If the school/program is unable to reach me, I authorize the school/program to contact one of the persons indicated on the enrollment form and ask them to pick up and transport my child home.

Photo/Media Release:

- I hereby authorize the videotaping/filming/photography of my child and/or the release of his/her name and achievement(s) for publishing (print, World Wide Web) and/or broadcasting purposes. I also consent to the showing of the video/film/photographs to any person. I understand that Seacoast Christian Academy is not a party to outside organizations' photography/filming/video production and will hold Seacoast Christian Academy and its employees harmless from any liability in connection with a production not produced internally by Seacoast Christian Academy.

DISCIPLINE: Program will follow the Seacoast Christian Academy Code of Conduct.

COVID-19 PROCEDURES: The EDC Program will follow the school's COVID-19 policies and procedures.

EDC Program Policy: I hereby acknowledge receiving a copy of the Extended Day Care Program Policy.
(Application is not considered complete unless signed below to indicate agreement with all of the above.)

Student's Name _____ Date _____

Parent/Guardian's Signature _____

Parent/Guardian's Printed Name _____

A change in daily routine,
lack of sleep, stress,
fatigue, cell phone use, and
simple distractions are some
things parents experience and
can be contributing factors as
to why children have been left
unknowingly in vehicles...



WHEN LIFE HAPPENS... DON'T BE A DISTRACTED ADULT

Parent Name: _____

Child's Name: _____

Date: _____

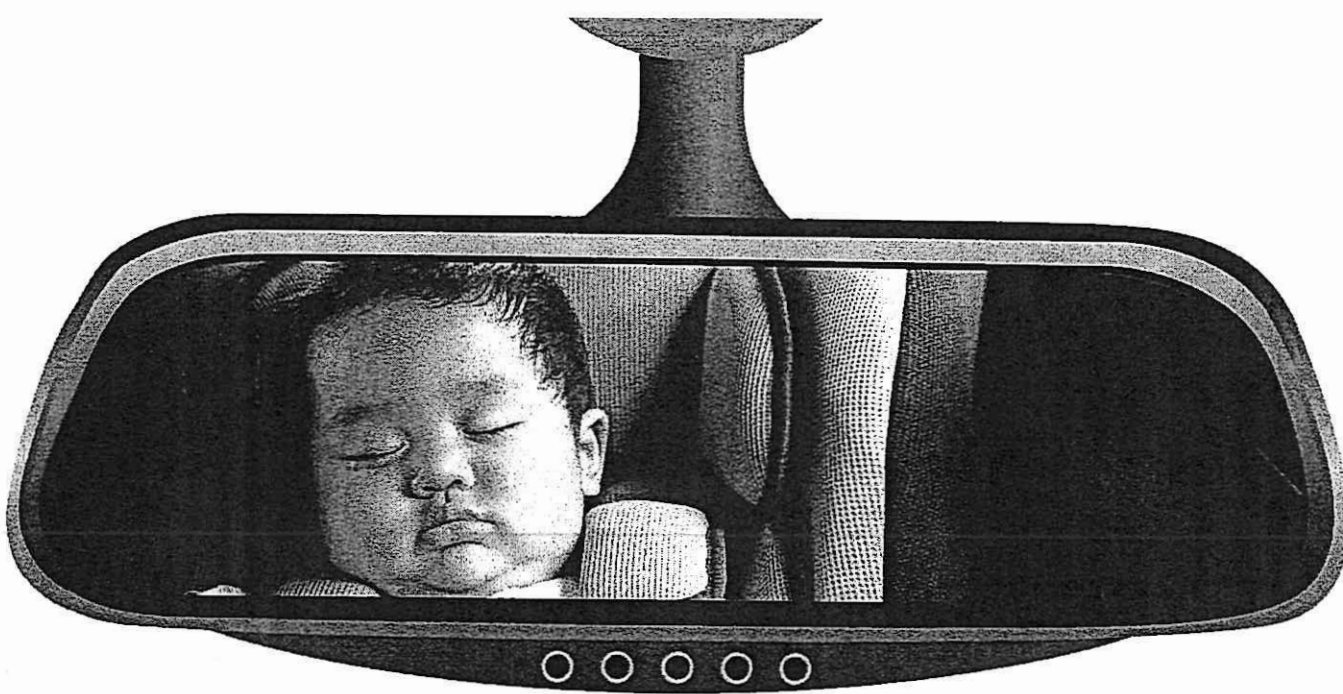
Signature: _____



For additional information, please visit
www.myflfamilies.com/childcare or contact
your local licensing office.

This brochure was created by the
Department of Children and Families in
consultation with the Department of Health.





Distraction Prevention Tips:

Never leave your child alone in a car and **call 911** if you see any child locked in a car!

Make a habit of checking the front and back seat of the car before you walk away.

Be especially mindful during hectic or busy times, schedule or route changes, and periods of emotional stress or chaos.

Create reminders by putting something in the back seat that you will need at work, school or home such as a briefcase, purse, cell phone or your left shoe.

- **Keep a stuffed animal** in the baby's car seat and place it on the front seat as a reminder when the baby is in the back seat.
- **Set a calendar reminder** on your electronic device to make sure you dropped your child off at child care.
- **Make it a routine** to always notify your child's child care provider in advance if your child is going to be late or absent; ask them to contact you if your child hasn't arrived as scheduled.

During the 2018 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes to provide parents, during the months of April and September each year, with information regarding the potential for distracted adults to fail to drop off a child at the facility/home and instead leave them in the adult's vehicle upon arrival at the adult's destination.



Facts About Heatstroke:



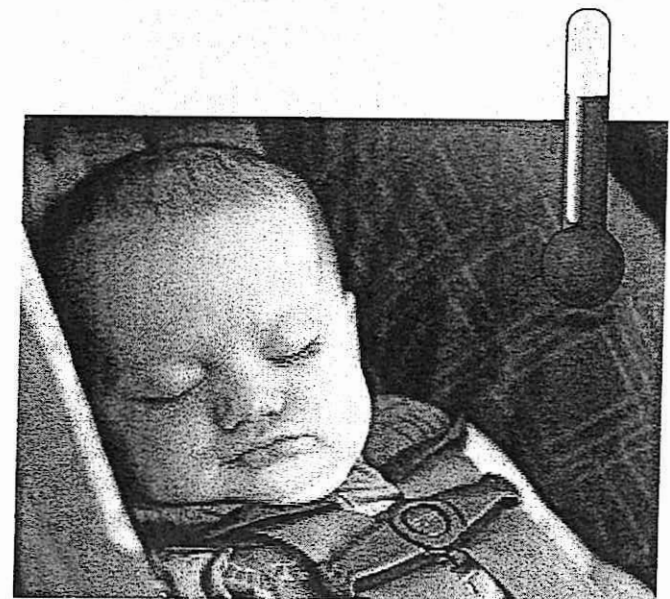
It only takes a car **10 minutes** to heat up 20 degrees and become deadly.



Even with a window cracked, the **temperature inside a vehicle** can cause heatstroke.



The body temperature of a child increases **3 to 5 times faster** than an adult's body.



What is the influenza (flu) virus?

Influenza ("the flu") is caused by a virus which infects the nose, throat, and lungs. According to the US Centers for Disease Control and Prevention (CDC), the flu is more dangerous than the common cold for children. Unlike the common cold, the flu can cause severe illness and life threatening complications in many people. Children under 5 who have the flu commonly need medical care.

Severe flu complications are most common in children younger than 2 years old. Flu season can begin as early as October and last as late as May.

How can I tell if my child has a cold, or the flu?

Most people with the flu feel tired and have fever, headache, dry cough, sore throat, runny or stuffy nose, and sore muscles. Some people, especially children, may also have stomach problems and diarrhea. Because the flu and colds have similar symptoms, it can be difficult to tell the difference between them based on symptoms alone. In general, the flu is worse than the common cold, and symptoms such as fever, body aches, extreme tiredness, and dry cough are more common and intense. People with colds are more likely to have a runny or stuffy nose. Colds generally do not result in serious health problems, such as pneumonia, bacterial infections, or hospitalizations.



Parent Name: _____

Child's Name: _____

Date: _____

Signature: _____



For additional information, please visit www.myflfamilies.com/childcare or contact your local licensing office.

This brochure was created by the Department of Children and Families in consultation with the Department of Health.

THE FLU

A Guide for Parents



What should I do if my child gets sick?

Consult your doctor and make sure your child gets plenty of rest and drinks a lot of fluids. Never give aspirin or medicine that has aspirin in it to children or teenagers who may have the flu.

Call or take your child to a doctor right away if your child:

- Has a high fever or fever that lasts a long time
- Has trouble breathing or breathes fast
- Has skin that looks blue
- Is not drinking enough
- Seems confused, will not wake up, does not want to be held, or has seizures (uncontrolled shaking)
- Gets better but then worse again
- Has other conditions (like heart or lung disease, diabetes) that get worse

How can I protect my child from the flu?

The flu vaccine is the best way to protect against the flu. Because the flu virus changes year to year, annual vaccination against the flu is recommended. The CDC recommends that all children from the ages of 6 months up to their 19th birthday receive the flu vaccine every fall or winter (children receiving the flu vaccine for the first time require two doses). You also can protect your child by receiving a flu vaccine yourself.

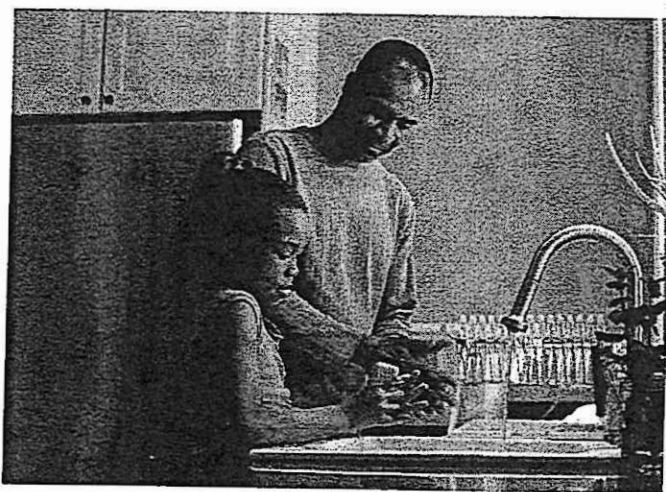


What can I do to prevent the spread of germs?

The main way that the flu spreads is in respiratory droplets from coughing and sneezing. This can happen when droplets from a cough or sneeze of an infected person are propelled through the air and infect someone nearby. Though much less frequent, the flu may also spread through indirect contact with contaminated hands and articles soiled with nose and throat secretions.

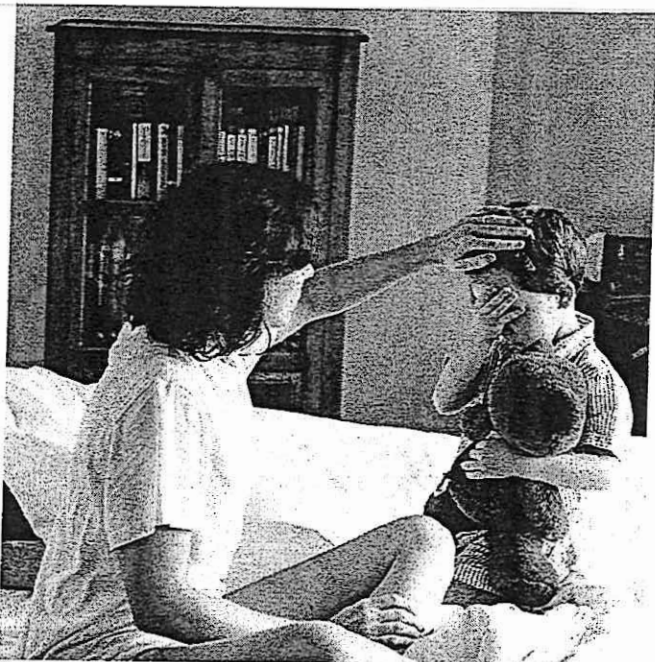
To prevent the spread of germs:

- Wash hands often with soap and water.
- Cover mouth/nose during coughs and sneezes. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.
- Limit contact with people who show signs of illness.
- Keep hands away from the face. Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth.



When should my child stay home from child care?

A person may be contagious and able to spread the virus from 1 day before showing symptoms to up to 5 days after getting sick. The time frame could be longer in children and in people who don't fight disease well (people with weakened immune systems). When sick, your child should stay at home to rest and to avoid giving the flu to other children and should not return to child care or other group settings until his or her temperature has been normal and has been sign and symptom free for a period of 24 hours.



During the 2009 legislative session, a new law was passed that requires child care facilities, family day care homes and large family child care homes provide parents with information detailing the causes, symptoms, and transmission of the influenza virus (the flu) every year during August and September.

For additional helpful information about the dangers of the flu and how to protect your child, visit: www.cdc.gov/flu/ or www.immunizeflorida.org/