

CAPITAL CHRISTIAN SCHOOL

9470 Micron Avenue – Sacramento, CA 95827 – (916) 856-5600

Preschool (916) 856-5630 – Elementary (916) 856-5633 – Middle School (916) 856-5622 – High School (916) 856-5611

K-8 Extended Day Ministries (daycare program)

Capital Christian School's Extended Day Ministries (E.D.M.) daycare program strives to provide a flexible curriculum with appropriate activities to meet the social, spiritual and physical needs of each student. E.D.M. services are available on regular school days from 7:00am-8:00am and 3:00pm-6:00pm. Please contact the E.D.M. office at (916) 856-5627 for specific minimum day/in-service day schedules.

ARRIVAL AND DEPARTURE

K-5th grade students arriving before 8:00am must be brought into the daycare room (Building A, room 24) by an adult and released to the care of the E.D.M. staff member or teacher's aide on duty. The adult checking in the student must enter a pre-arranged four-digit security code at the time of arrival. Failure to check a student in will result in a \$2 fee.

6-8th grade students arriving before 8:00am must be signed in at the small cafeteria in Building D.

Any K-8th grade student on campus before 8:00am or after 3:15pm will automatically be signed into daycare for their safety and protection. Please remember to inform your child ahead of time if you want them to go to E.D.M.

Students will be released only to the parent or adult authorized by the parent/guardian (an authorization form must be on file in the E.D.M. office), unless proper notification has been given for other arrangements. Elementary students (K-5) must be picked up in room A24. The responsible adult must enter their pre-determined, four-digit security code to check their student(s) out. The adult picking up the 6-8th grade student must sign them out in the small cafeteria in Building D.

PERSONAL ITEMS

E.D.M staff is not responsible for loss or damage to personal articles. ***Please put your child's name on all clothing and personal items.*** The lost and found closet is located in room A24. Unclaimed articles are donated to charity on a periodic basis. *Please check the lost and found closet regularly.*

DISCIPLINE

The discipline procedure for E.D.M. is consistent with what is outlined in the Elementary and Middle School Student Handbooks.

DAILY SCHEDULE

A typical day for grades K-5 includes periods of planned activities, story time, singing, games, arts and crafts, etc. Outside activities include balls, jump rope, playground, etc. A homework room is also available. During inclement weather appropriate indoor activities are scheduled.

Sample Schedule for K-5

AM		PM	
7:00-7:30	Daycare room	3:00-3:30	Attendance and snack
7:30-8:15	Outside play (weather permitting)	3:30-4:15	Recess or homework
8:15	Dismiss to classrooms	4:15-5:30	Activities
		5:30-6:00	Daycare room

Middle School

Study hall is available Tuesdays, Wednesdays and Thursdays from 3:05pm-3:50pm. Students may also attend home athletic events under the supervision of an E.D.M. staff member.