

Workday Policy

Revised 8/15

We will offer a full day of care whenever Guilford County Schools and/or Phoenix Academy have a scheduled workday as long as a minimum number of students are pre-registered for the specified day. In order to have appropriate staffing and activities planned, students must be pre-registered and payment received at least 10 business days prior to the scheduled workday.

If the minimum number of students are not pre-registered ten (10) days prior to the scheduled workday, we reserve the right to cancel care for that day. A full refund will be given for any workdays cancelled when the minimum number of students are not pre-registered.

Workdays are an additional cost of \$30 per day and can be paid with cash or check. Registration and payment information will be sent home with your student(s) at least four (4) weeks in advance of a scheduled workday.

Drop In's

We will also offer workday care to students most recently enrolled in our summer camp program who are not currently enrolled in our afterschool program.

Those that are not currently enrolled will need to:

- Complete a registration packet.
- Pay the \$55 registration fee.
- Register and pay for the workday at least 10 business days prior to a scheduled workday.

Field Trips and guests to our Afterschool Program will be scheduled based on the number of children registered for workday care.