

DURAND COMMUNITY UNIT SCHOOL DISTRICT NO. 322



200 W. South St. ♦ Durand, Illinois 61024-9403

815-248-2171 ♦ FAX 815-248-9968

Kurt Alberstett, Elementary Principal

Dear Parents:

Durand School District is excited to offer a new “Early Bird Program” for elementary students. This will act as a before school program to help meet the needs of our community. Ms. Karen Nielson is the Director of the program and works with the children. The program is available Monday through Friday from 7:00 a.m.-8:05 a.m. as the attached information sheet details. Please read it carefully. The cost of the program will be \$5.00 a day.

Please fill out the attached registration sheet giving attention to the phone and contact numbers we request. Also list the names of people other than you who may pick up your child (in case of illness). Bring the completed registration sheet with you the first day your child attends the program.

Students will have an opportunity to work on their studies. The program will provide basic school supplies. A nutritious snack will also be provided. The overall goal of the program is to provide a safe place for children when childcare becomes difficult.

We look forward to your participation in our program and welcome your comments and suggestions. Thank you!

Mr. Alberstett
Elementary Principal

Ms. Karen Nielson
Director

Durand Early Bird Program
Durand School District #322
248-2171 EX. 123 or 110
Director, Karen Nielsen

General Information: The program will operate Monday through Friday during the school year. The hours will be from 7:00-8:05 a.m. when school is in session. There will be no program on snow days. School closings are announced on Rockford radio and television stations listed in your school handbook. School Messenger (the automated phone system) is also utilized to inform parents of school closings.

Elementary school age children will be eligible for the program. We must have a completed registration/emergency form so that we may contact you if needed. Please notify us of any change in phone numbers.

A nutritious snack will be part of the program. Please notify us if your child has a special diet or foods he/she cannot have.

Location: The program operates in the school library. Please use the west main door, adjacent to the flags, to enter and leave the building. Students will be released at 8:05 to prepare for the regular school day.

Arrival and Dismissal: Students are to arrive at the Early Bird Program any time between 7:00 and 7:45 a.m. Please indicate on the registration form what times we can expect your child/children and what days you plan on using the program. The children will be released at 8:05 for the regular school day.

Price and Payment: The daily fee will be \$5.00/day per single child. (Adjustments may be made for more than one child.) Payments are due the Monday following the week of attendance. Make checks payable to Durand School District #322. Payments are to be received by the Director and not paid in the school office. Failure to pay may result in removal from the program.

School rules apply during the program.

Withdrawal: Please notify the Director in advance of withdrawing your child from the program.

Early Bird Program Registration

Durand CUSD #322

Date _____

Child's Name _____ Child's Age _____ Birthday _____

Teacher's Name _____ Grade _____

Parents' Name(s) _____

Address _____

Home Phone _____ Cell Phone _____

Father's Employer _____ Phone _____

Mother's Employer _____ Phone _____

Emergency Contact(s) _____ Phone(s) _____

Medical problems of which we should be aware _____

Other persons who may pick up your child (in case of illness):

1. _____ Phone _____

2. _____ Phone _____

3. _____ Phone _____

Circle the days when your child will be attending:

Monday Tuesday Wednesday Thursday Friday

At what time will you approximately drop your child off for the program? (Please bring them to the library.)

7:00

7:15

7:30

7:45