



2025-2026

Thank you for choosing Lake & Shore Before & After School Programs. Please read this document and have everything you need ready for the first day. Before & After School Programs starts Thursday September 4, 2025, and ends Friday June 26, 2026. Before Care 6:30-7:55am, cost \$6 per day/ \$30 per week. After School Care 2:00-5:30pm, cost \$15 per day/ \$75 per week. There is a Registration Fee per child, per year of \$35.00. Please call the centre 902-827-2700 to register and for more information or to go on a waiting list for After School Program.

- Please provide snacks for morning or afternoon and a fillable water bottle. No peanut or tree nut products.
- Please provide indoor sneakers with your child's name to be kept on site
- Please provide a change of clothes in a Ziplock bag with your child's name on it to stay on site during the school year.
- Attached is a copy of our violence and behaviour policy. Lake & Shore is not able to support children that require one on one support or that have behaviour issues.
- Attached is a list of the holidays and professional development days; there will be no charge for these days. Ecole des Beaux-Marais participants please note that our program will be closed on Porters Lake Elementary PD days.
- If your child is sick or absent, call the centre and leave a message on our phone line 902-827-2700. There is no refund for sick or absent days.
- In the event of a snowstorm, early dismissal because of a storm, or if school is closed for any reasons there will be no before/after school care. This will be posted to our Facebook Page. Participants will be billed as we pay our staff for these emergencies.
- Each day our staff will do a variety of activities and games with the kids.
- Billing will be monthly with the card you have provided at the beginning of each month unless otherwise directed and a receipt will be on file and/or we can provide a yearly receipt.

- Ecole des Beaux-Marais kids will be dropped off at the front doors of the centre by bus and staff will greet them and bring them into the centre
- \$10 late fee applied when late for pick up.

### **Holidays for Both Schools**

Sept 30	National Day for Truth & Reconciliation
Oct 13	Thanksgiving
Nov 11	Remembrance Day
Dec 20 - Jan 4	Christmas break
Feb 16	Heritage Day
Mar 16-20	March Break
Apr 3 & 6	Easter
May 18	Victoria Day

### **Professional Development Days Porters Lake Elementary**

Sept 2  
 Sept 3  
 Sept 29  
 Oct 24  
 Nov 21  
 Dec 4  
 March 13  
 April 2  
 April 29

# **Violence & Behaviour Policy**

Lake & Shore is committed to providing a safe, healthy, supportive work and participant environment. We will not tolerate violence or unacceptable behaviour in the workplace or programs.

Program participants are expected to respect the staff, other participants, our property and themselves. Participants that consistently do not follow the rules, or that have violent/disruptive behaviours may be asked to leave the program. We are not able to provide one on one support.

Staff will handle any issues with participants in the following way:

- Verbal warning with clear expectations of behaviour we would like to see.
- Time out when needed.
- Phone call home to parents.
- Written warning to parents if behaviour persists and if behaviour is a risk to program or other participants.
- Violence: Remove participant that is demonstrating disruptive, violent or aggressive behaviours from the group and isolate them in a safe environment.
- Flight risk: immediate call to parents for pick up.
- Fill out an incident report to record accurately the situation.
- If anyone has been injured during the incident, record extent of injuries and by whom and administrator of first aid.

What is considered violent/unacceptable behaviour?

Unacceptable behaviour includes physically or psychologically aggressive behaviour including but not limited to: Strike: a weapon coming in contact with a target. Examples: hitting, kicking, punching, pushing, shoving, slapping, pinching, grabbing, biting, and spitting. Grab: the control or destruction of a part of one's anatomy. Example: wrist grab, hair pull, choke, bite.

Other examples are:

- Defiance
- Disruption of activities and to program
- Destruction of property
- Threats of violence
- Intimidating behaviour that causes the recipient to be afraid of physical violence