



# SOUVENIR ELEMENTARY DAYCARE SERVICES

## Information, Payment Schedule and Lunch Supervision Procedures

Dear parents,

On behalf of the daycare staff, we would like to welcome you to our school's daycare for the 2108/2019 school year. May it be a very successful year.

For the week of August 30<sup>th</sup>, 2018 and September 4<sup>th</sup> kindergarten daycare students will have modified schedules due to progressive entry, therefore will not be charged a full week. Please remove those days from the first payment, as daycare services will not be offered.

**Families that have shared custody must make sure that the payment from each parent equals the total amount of the daycare fees.**

Deposit Date	Regular 5 days/week	Regular 4 days/week	Regular 3 days/week	Ped. Days
September 7, 2018	\$25.00+\$164.00	\$25.00+ \$49.00+\$126.00	\$25.00+ \$98.00+\$100.00	September 3, 21
October 5, 2018	\$188.60	\$126.00	\$100.00	October 1, 8
November 9, 2018	\$139.40	\$126.00	\$100.00	November 9, 23, 30
December 7, 2018	\$123.00	\$126.00	\$100.00	December 24 - 31
January 11, 2018	\$155.80	\$126.00	\$100.00	January 1 - 4
February 8, 2018	\$155.80	\$126.00	\$100.00	February 11
March 15, 2018	\$123.00	\$126.00	\$100.00	March 4 – 8
April 12, 2018	\$172.20	\$126.00	\$100.00	April 1, 19, 22
May 10, 2018	\$147.60	\$126.00	\$100.00	May 3, 20, 24
June 3, 2018	\$106.60	Adjusting period	Adjusting period	June 10, 21

Since pedagogical days are optional, they can be excluded from the number of days, if the service is not needed on that particular day. Therefore, they are not included in this table. Letters will be distributed, informing you of the outing and activity and charges, approximately two weeks prior the scheduled pedagogical day/ if you have any questions or concerns, please do not hesitate to contact me at (450) 688-1944 Ext: 6620.

We would like to thank you all for your usual collaboration and understanding. Hoping this will facilitate matters for you as well as for us.

Sincerely yours,

**Eric Ruggi**  
Principal  
[eruggi@swlauriersb.qc.ca](mailto:eruggi@swlauriersb.qc.ca)

**Natasha T. De Bonis**  
Daycare Technician  
[nturgeondebonis@swlauriersb.qc.ca](mailto:nturgeondebonis@swlauriersb.qc.ca)

**P.S. All students enrolled at Souvenir School Daycare 5 days a week are not to pay the lunch supervision fees charged by the school. As for 3 and 4 days users, the lunch supervision fees are charged proportionally according to the enrollment days (see other side)**



# SOUVENIR ELEMENTARY DAYCARE SERVICES

## Lunch Supervision Fees Procedure

Dear parents:

### Lunch supervision fees for daycare user

5 days a week daycare user	4 days a week daycare user	3 days a week daycare user
You <b>DO NOT PAY</b> the \$245.00 lunch supervision fees.	You <b>DO NOT PAY</b> the \$245.00 lunch supervision fees, <b>YOU NEED TO PAY:</b>  20% of \$245.00 = <b>\$49.00/year</b>	You <b>DO NOT PAY</b> the \$245.00 lunch supervision fees, <b>YOU NEED TO PAY:</b>  40% of \$245.00 = <b>\$98.00/year</b>

M.E.E.S. Regular Daycare users will be exempted from the additional fees.

**Please note:**

**Occasional daycare users will pay lunch supervision fees of \$245.00.**

Please note that this policy will be effective for 2018-2019 school year.

Please do not hesitate to contact us for further explanations.

### Payments

- Online payment (see instructions) as you receive your invoice
- Cash (with receipts)
- Interact / debit

Thank you,

**Natasha T. De Bonis**

Daycare technician