Registration Directions:

- Circle the days for which you need care. **Minimum of 2 days per week** during the all in-person learning model unless you ONLY need Wednesday mornings. If you need care besides Wednesday mornings, it must be a minimum of two days per week before school or two days per week after school. Days must be consistent each week. Due to COVID-19 and needing to keep pods as consistent as possible, there will be no variable calendar option this school year.

- If NPS is in a hybrid or distance learning model, families must register for both regular school days and/or at least 2 days on distance learning days. (Ex. Mon and Tues after school (regular school) or Wed and Th before school (distance learning days)).

- On distance learning days, limited care will be provided at no charge for Tier 1 essential workers during regular school hours. Fees still apply to before/after school hours. All parents or guardians in the child’s household must qualify as a tier 1 employee to access free care. All parents/guardians will need to provide a letter from their employer stating that they are a current tier 1 employee and that they must report to work in-person during regular school hours.

- If you ONLY need the one hour Wednesday late start (8:10-9:00 am at BW, 8:05-9:05 am at GVP, or 8:10-9:00 am at SB), please fill out the Wednesday One Hour Late Start Registration. This form can be found on the Ventures website. If you need care on Wednesday mornings earlier than 8:05 am/8:10 am, you must fill out this registration.

- To register, please complete this packet in its entirety. Completed packets can be dropped off at the Northfield Community Education Center (NCEC) drop box (700 Lincoln Parkway), your KV site, or scanned and emailed to Tier1ChildCare@northfieldschools.org. We strongly encourage families to scan and email forms as soon as possible.

- The **registration fee is $40/Child. Please make checks out to KidVentures**. The registration fee must be received before children can begin care. The registration fee applies to all kids, including those just accessing Tier 1 Child Care. If you previously submitted a registration fee for KV this school year, you do not need to pay a second a registration fee.

- Return the packet no later than Wednesday, November 18th, 2020. **Families submitting registrations after November 18th may have a delayed start date or be placed on the wait list.**

- All family accounts MUST be up-to-date on payments before the fall session. Students will not be able to attend KV until accounts are paid in full or payment options are discussed with the Ventures Coordinator.

- Families receiving child care assistance from Rice County must have this information verified in writing by their county worker before the child can begin KV. Families are responsible for their KV bill should assistance be dropped for any reason. County Assistance typically does not cover the full KV rate and families are responsible for all remaining costs.

- KidVentures will require a one month written notice for withdrawal from the program.

- KidVentures and Tier 1 Care will follow the MN Department of Health’s Decision Tree for People with COVID-19 Symptoms in Youth, Student, and Child Care Programs.

- KidVentures COVID-19 refund policy: Families will be refunded 50% of missed scheduled days should their child exhibit COVID-like symptoms and need to be out for 10+ days due to the exclusion guidance. Families will not be refunded should their child be able to return earlier than the 10 days due to an alternative diagnosis. Families will be refunded 50% of missed scheduled days should a non-sick sibling that is also registered for KV need to be out due to the exclusion guidance. Families will also be refunded 50% of missed scheduled days due to a lab positive exposure within the KidVentures program.
Below are registration options for all three learning models. Understandably, your needs may change as we shift between the models. We encourage families to indicate their care needs should we be in hybrid or distance learning as it will help us best prepare for each scenario.

### KidVentures In-Person Learning Model

*(Minimum of 2 days/wk)*

| Before School (6:30 AM-School Start) M T W TH F (Circle Days) | $6.50/Day $8.00/Day (W-late start) |
| After School (School Dismissal- 6:00 PM) M T W TH F (Circle Days) | $10.50/Day |
| Release Days (6:30 AM- 6:00 PM) Separate Monthly Registration | $43.00/Day |

### KidVentures and Tier 1 Hybrid Learning Model

*(Minimum of 2 days/wk on regular school days and/or 2 days/wk on distance days)*

| Before School (6:30 AM-School Start) M T W TH F (Circle Days) | $6.50/day $8.00/Day (W-late start) |
| After School (School Dismissal- 6:00 PM) M T W TH F (Circle Days) | $10.50/Day |
| Our household consists of all Tier 1 workers and we need care during regular school hours on days our child is not in school M T W Th F (circle days) | Free from 8:05-3:15 *Children dropped off or picked up outside of these hours will be charged the regular KV rate. |
| My child is in the following cohort: Maroon (in-person school M,T) Gold (in-person school TH, F) | |

### KidVentures and Tier 1 Distance Learning Model - Only for Tier 1 Workers

*(Minimum of 2 days/wk per component)*

*Middle school students that are age 12 or younger may register for regular school hours only. KV Before/After School is not available to Middle School students*

| Before School (6:30-8:05 am) M T W TH F (Circle Days) | $6.50/day |
| After School (3:15- 6:00 pm) M T W TH F (Circle Days) | $10.50/day |
| Our household consists of all Tier 1 workers and we need care during regular school hours M T W Th F (Circle Days) | Free from 8:05-3:15 *Children dropped off or picked up outside of these hours will be charged the regular KV rate. |

Tier 1 Child Care is only available to those that are employed in the following categories:
- Healthcare/ Public Health
- Law Enforcement, Public Safety, and other First Responders
- Food and Agriculture
- Judicial Branch (Essential Services)
- MN National Guard
- Educators and School Staff
- Child Care, School-Age Care, Head Start, and Foster Care

*More detailed information about the categories can be found [here.](#)

**Transportation for Tier 1 Child Care**

*If you will be using Tier 1 Child Care during regular school hours, please select one of the options below*

Transportation will be available to/from Tier 1 Child Care for families experiencing a transportation barrier. This transportation is ONLY available for the regular school hours.

| Yes, my family is experiencing a transportation barrier and my child will need transportation to/from Tier 1 child care | |
| No, my family is not experiencing a transportation barrier and my child will be transported by a parent/guardian. | |

I agree to this contract. I have read the outlined terms and conditions and understand that I am responsible for any charges that are incurred based upon the schedule I have chosen for my child.

Parent Signature:_________________________________________________     Date:_________________________
Dear KidVentures Families,

Welcome to 2020-2021 school year program! We are excited to see all the familiar returning faces and are eager to get to know all of our new families as well!

This year will be like no other and we will do our best to communicate with families. The fluidity of COVID-19 calls for much flexibility and we appreciate everyone’s understanding that school and the KidVentures program may have to change or adjust throughout the year.

A few things to keep in mind before your child(ren) begin:

(*Indicates a form that needs to be returned to KV staff; forms are located in this packet)

- **Hours:** KidVentures runs before and after school at all three elementary schools. The before school component opens at 6:30 am and runs until the start of the school day. The fee for Wednesday’s before school component is more than the rest of the week as it includes care for the late start. The after school program runs from school dismissal until 6:00 pm. KidVentures closes promptly at 6:00 pm and parents will be charged $1.00 for every minute late. Care may be terminated with multiple late pick-ups.

- **Communication:** Please make sure that your child’s teacher is well aware of their schedule should your child be scheduled to attend KidVentures after school. Teachers should be notified IN WRITING of the days you plan to have your child at KidVentures BEFORE the first day of school. If your child will be absent from KidVentures for any reason, please make sure to notify the Site Leader. The schools do not notify KidVentures when children are out sick for the day, so please make sure to notifyKidVentures when your child is not in attendance. A “finder’s fee” will be added to your family’s bill anytime KidVentures is not notified of an absence in the after school program. Safety is our number one priority, so please help us maintain these measures with proper communication!

- **Emergency Card:** (one per child) This is critical and needs to be completed in full. It is essential that you update, in writing, any phone numbers, unauthorized pick-ups, or any other information that would be essential in the daily care of your child.

- **Permission Slips:** Permission forms include a web release form, field trips, walking trips, publicity, and PG movie viewing. Please take time to read through each authorization before signing off. Thanks!

- **KidVentures 2020-2021 Calendar:** The calendar lists important dates, including days that KidVentures is CLOSED and days that KidVentures is open for release days.

- **Health Update:** If your child has any special needs, health or dietary concerns, and/or an IEP, please make sure to contact the Ventures Coordinator BEFORE your child begins the program. KidVentures needs to make sure the appropriate level of support is in place to best accommodate your child. Information regarding a child’s needs will not be used to prohibit a child’s enrollment in KidVentures, unless it is determined that they will need significant assistance beyond our program’s capabilities. A Health Update form is enclosed for you to complete, ensuring each child’s needs are met. Our goal is to make sure that each individual child has a happy and successful experience with the KidVentures program. It is essential that we hear from you if special arrangements or accommodations are necessary.

- **Billing:** Monthly invoices are generated in the beginning of each month. Families are responsible for paying the invoice by the last day of the respective month. Additional fees may be added to your account throughout the month, such as late pickup, finder’s fee, release days, addition of days, etc. These fees must also be paid by the end of the month. If you have any billing questions, please contact Mary Hansen at 507-664-3750. To view and pay your account online, please send an email to MHansen@northfieldschools.org to assign you a username and password. Please do not try to set up your own account online as each family registered already has an account set up. Paper statements will NOT be sent out unless a written request is submitted to the billing office.

*Form is located in this packet and should be returned with all registration materials.*
• *Behavior Contract: KidVentures is part of the Northfield Public Schools and abides by the district’s expectations for appropriate conduct at all times as stated in the Student Citizenship Handbook and Ventures Parent Handbook.
• *Emergency Closing or Early Dismissal: Families need to indicate their plan should school close early due to weather.
• *October Release Day Registration: We will be open on Thursday, October 15th and Friday, October 16th for release day programming. Release day registration is on a first come, first serve basis. Please return the registration form as soon as possible should you need care on these days. (October release day registration will be available in September)
• Storage of Items: All children should bring their backpacks into the KidVentures area the first day of attendance. Staff will direct children with each school’s policy about storage of items. Some schools have access to lockers/hooks while others do not. We work with each school to devise the safest and most workable system for obtaining personal items before and after school hours.
• Shared Space: It is important to note that our program often shares space before and after school with other school and community groups. Depending on the space dilemma, KidVentures may need to relocate to another part of the building. We work closely with all the schools to make sure that alternate space is available and that children’s needs will be met. We apologize in advance should you need to hunt us down some afternoons, but we will do our best to put up signs in the entryway to alert you to our whereabouts.
• ID: Please be prepared to show a picture ID the first couple of weeks of attendance as staff gets to know you. This is an important security measure until all staff are familiar with each child’s main pick-up person.

Thank you for taking the time to read this information carefully. We look forward to meeting your family soon! If you have questions, please give us a call at 507-664-3750.

Breezy Barrett  
Ventures Coordinator  
BBarrett@northfieldschools.org  
507-664-3653

Aimee Gerdesmeier  
Sibley Site Leader  
AGerdesmeier@northfieldschools.org  
507-645-3422

Lacy Neuman Bissonnette  
Greenvale Park Site Leader  
LNeumanBissonnette@northfieldschools.org  
507-645-3507

Tonya Skluzaček (Merritt)  
Bridgewater Site Leader  
TMerritt@northfieldschools.org  
507-664-3395

Mary Hansen  
Administrative Assistant  
MHansen@northfieldschools.org  
507-664-3750
Child’s Name: ___________________________________________

Grade: (20-21 School Yr) _________  DOB___________   School for (20-21 School Yr): ________________

Classroom Teacher:_________________________ Bus #: ___________________________

Doctor:__________________________________________  Dr. Phone: ______________________________

Hospital Preference: __________________________ Insurance Carrier:____________________________

*If you are registering for release days and your child does NOT attend Northfield Public Schools, you must submit a current vaccination record with registration.

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<thead>
<tr>
<th>Name</th>
<th>Cell Phone</th>
<th>Work Phone</th>
<th>Home Phone</th>
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<tbody>
<tr>
<td>Parent/Guardian 1</td>
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<tr>
<td>Parent/Guardian 1 Email</td>
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<tr>
<td>Parent/Guardian 2</td>
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<tr>
<td>Parent/Guardian 2 Email</td>
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<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
<th>Phone Number 1</th>
<th>Phone Number 2</th>
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<tbody>
<tr>
<td>Emergency Contact/Authorized Pick-Up</td>
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*Emergency contact persons will be contacted in the case that parents are unable to be reached. Emergency contact persons also serve as authorized pick-ups. One emergency contact MUST be local.

Name of person(s) NOT authorized to pick-up/call (Cannot include a parent unless a court order is on file):

________________________________________________________________________________________________________

Is there a court order regarding the above person? Yes_____  No______ If yes, the child’s file must contain a copy.

Please list any conditions that may result in a medical emergency (Ex. Asthma, food allergy, other allergic reactions, diabetes, seizures, etc.): ________________________________________________________________

________________________________________________________________________________________________________

________________________________________________________________________________________________________
Learning and Recreation For Life

KidVentures/ Tier 1 Child Care 2020-2021 Health Update


Does your child have any of the following health concerns (Please indicate by circling):
- No Concerns
- Seizures
- Shunt
- Heart Problems
- ADD/ADHD
- Autism Spectrum
- Asperger Syndrome
- Bee Sting Reactions
- Hayfever
- Allergies
- Bloody Noses
- Diabetes
- Dizzy/Fainting Spells
- Frequent Sore Throat
- Constipation
- Bladder/Bowel Problems
- Anxiety
- Other Social/Emotional/Mental Health Concerns

Please describe in more detail anything circled above (types of allergies, specific triggers, symptoms, treatment, if medical bracelet is needed, special care instructions, etc.): ______________________________________________________________
________________________________________________________________________________________________________
________________________________________________________________________________________________________

Any other Special Need? ___________________________________________________________________________________ __________________________________________________________________________

Does your child require an Epi Pen Y or N Reason for Epi Pen: ____________________________

Will your child have an Epi Pen at KidVentures? Y or N

Does your child have an Epi Pen with the school nurse? Y or N *Ventures does NOT have access to medications kept with the school nurse.

My Child has an IEP Y or N

*Ventures is not designed to provide long term 1:1 assistance for children. If a child received 1:1 student support in the classroom or has a behavior plan developed, Ventures must have a meeting with the family prior to the start date in order to determine the appropriate level of support needed. Information regarding a student’s needs will not be used to prohibit a child’s enrollment in Ventures, unless it is determined they will need significant assistance beyond our program capabilities.

Asthma or Other Breathing Problems:
Has your child ever been diagnosed by a doctor as having asthma? Yes No
Does your child have an inhaler? Yes No Will your child have an inhaler at KidVentures? Yes No
Does your child have an inhaler with the school nurse Yes No *Ventures does NOT have access to medications kept with the school nurse

Has your child had episodes of wheezing in the last 12 months? Yes No

Other breathing problems? ________________________________________________________________________________

Diet: Does your child have any special dietary restrictions/considerations: Yes No
Please Describe: __________________________________________________________________________________________

Vision: No Vision Problems Glasses/Contacts Prescribed Other
Please Describe: __________________________________________________________________________________________

Hearing: No Hearing Problems Frequent Ear Infections: Yes No Hearing Aids: None Right Ear Left Ear
Hearing Loss: Right Ear Left Ear Ear Tubes: Yes No

Medications: Please refer to the Ventures Medication Permission form for procedures regarding the administration of medication. List all medications your child is taking and specify which are needed at KidVentures:

<table>
<thead>
<tr>
<th>Medication</th>
<th>Purpose</th>
<th>Dose</th>
<th>Time/How Often</th>
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</tbody>
</table>

Does your child have any health problems that may result in emergency? Yes No Describe: ____________________________

Has your child had surgery in the last year? Yes No Describe/Restrictions: ____________________________

Is there anything else we should be aware of? ____________________________________________________________

All information is complete to the best of my knowledge:

Parent/Guardian Signature: __________________________________________________________ Date: _________________
KidVentures 2020-2021 Permission Slips and Behavior Contract

Child’s Name:______________________________________________________________________________________

Please initial all permission statements to which you agree:

________ Walking Trips/Field Trips: I give permission and authorize my child to participate in Ventures walking trips and field trips. I agree that Ventures staff involved in the walking/field trips are not liable or responsible for any accidents or injuries which may occur in the absence of negligence by the Ventures staff. In the event of an emergency situation, I authorize the staff to follow Ventures emergency procedures. I further acknowledge and agree that in the event of a non-emergency situation, such as sickness, minor injury, or behavioral issue, I will make arrangements to transport my child from the field trip site at the request of Ventures staff. In the event that there are behavioral issues on a field trip, the child’s family may be contacted to pick up their child immediately from the field trip location. Behavior issues while on the field trips may result in suspension from the next field trip or all remaining trips.

________ Publicity: The Northfield Public Schools Community Services Division often takes pictures of activities to use in brochures, Ventures scrapbooks/slideshows, and on the web, including social media. I give permission for my child to be photographed and for the photos to be used in Northfield Public School’s publications. No names will be used with any photographs.

________ Movies: I give permission for my child to view “PG” movies, content to be viewed by staff prior to showing.

________ Hand Sanitizer: I give permission for my child to use hand sanitizer.

Parent/Guardian Signature:_________________________________________________ Date:___________________

BEHAVIOR CONTRACT

I/We understand that my child will be expected to abide by Northfield Public School’s expectations for appropriate student conduct at all times as stated in the Student Citizenship Handbook and Ventures Parent Handbook. In order to ensure the health and safety of my child in attendance at Ventures, I/We understand that certain rules must apply to ALL children in the Ventures program. The rules are as follows:

1. Keep hands, feet, and objects to yourself.
2. Follow directions and be respectful of the person(s) in charge as well as my peers.
3. Use appropriate language.
4. Respect other people and property.

If a violation of the rules stated above occurs, the Ventures Coordinator and Site Leaders will work with the parent and child to develop a plan that addresses the behavior.

I/We understand that if my child exhibits any of the following behaviors, it may result in my child being suspended or expelled from the Ventures program.

1. A behavior that takes away any person’s right to feel and be safe.
2. A behavior that keeps any staff person from fulfilling their job requirements to be available for all children because of constant interference of a child.
3. A behavior that includes inappropriate touching of a person’s body, and/or using inappropriate sexual language and/or actions.
4. Any behavior involving purposeful destruction or theft of property.
5. Blatant disrespect or absolute refusal to follow directions of those in charge.

I/We have read and discussed the Ventures behavior contract. I/We understand the behavior contract’s expectations and implications.

Parent/Guardian Signature:_________________________________________________ Date:___________________

Child’s Signature:_________________________________________________ Date:___________________
Emergency Closing or Early School Dismissal

If School is CLOSED for the day because of severe weather, all Ventures programs will be closed for the day as well.

If school has a delayed starting time, there will be NO KidVentures before school programming.

If school is dismissed early, KidVentures after school programming will remain open for up to ONE HOUR FOLLOWING THE DISMISSAL. If children come to KidVentures, a parent or authorized pick-up MUST pick them up within one hour. Late fees will be applied to any child(ren) picked up after one hour.

Ventures closing after 3:00 PM — If the weather becomes severe after children have arrived, KidVentures may decide to close early. Parents will be notified should this occur.

Non-School Days — In case of severe weather on a non-school day, KidVentures may be closed for the day or may close early. Parents will be notified during the day should the programs close early.

*Should school be closed for the day, all elementary families will receive a Skylert message.

*For more information about school closings, please check the Northfield Public School’s website. Go to https://northfieldschools.org/parents/school-closings/

Please help us determine an emergency plan for your child(ren) by completing the information below.

________________________________________________________________________________________

Emergency Closing Plan

Child(ren) Name(s): __________________________________________________________

School: __________________________________________ Grade (‘20-’21): ______________

If School is closed while my child is in class (please circle):
1. My child will go directly home from school on the bus or will walk home.
2. I will pick up my child immediately upon school dismissal.
3. My child will go to KidVentures regardless of whether it is one of their regularly scheduled days. I will pick him/her up within one hour from KidVentures.
4. My child will only go to KidVentures if it is one of their scheduled KidVenture days. I will pick my child up within one hour from KidVentures.
5. My child has permission to go with ________________________________
   (Name of adult or family) or any of my emergency contacts.

Parent’s Signature: ________________________________ Date: ____________________
KidVentures follows the Northfield Public School’s calendar for the school year session. Days that school is not in session such as: teacher work days, winter break, and spring break are considered school release days and are not a part of families’ regular KidVentures contract. KidVentures provides care at one location on these days, however, a separate registration must be submitted to register. Release day contracts go out to each family the previous month. Release day contracts MUST be returned to KidVentures staff to be considered registered. Release days tend to fill quickly and it is strongly encouraged that families return release day contracts as soon as possible. Once registered, families may cancel days without penalty if it is at least two weeks written notice.

All release days require a minimum of 15 children enrolled to operate.

**Important Dates:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
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<tbody>
<tr>
<td>September 7th (M)</td>
<td>Holiday</td>
</tr>
<tr>
<td>October 15th-16th (TH-F)</td>
<td>KidVentures Release Days (at SI)</td>
</tr>
<tr>
<td>November 9th (M)</td>
<td>KidVentures Release Day (at BW)</td>
</tr>
<tr>
<td>November 25th (W)</td>
<td>KidVentures Release Day (at BW)</td>
</tr>
<tr>
<td>November 26th-27th (TH-F): Holiday</td>
<td>KidVentures CLOSED</td>
</tr>
<tr>
<td>December 23rd (W):</td>
<td>KidVentures Release Day (at GVP)</td>
</tr>
<tr>
<td>December 24th &amp; 25th (Th-F): Holiday</td>
<td>KidVentures CLOSED</td>
</tr>
<tr>
<td>December 28th-31st* (M-TH)</td>
<td>KidVentures Release Days (at GVP)</td>
</tr>
<tr>
<td>January 1st (F): Holiday</td>
<td>KidVentures CLOSED</td>
</tr>
<tr>
<td>January 18th (M)</td>
<td>KidVentures Release Day (at SI)</td>
</tr>
<tr>
<td>January 29th (F)</td>
<td>KidVentures Release Day (at SI)</td>
</tr>
<tr>
<td>February 15th (M)</td>
<td>KidVentures Release Day (at BW)</td>
</tr>
<tr>
<td>March 22nd-29th (M-M): Spring Break</td>
<td>KidVentures Release Days (at GVP)</td>
</tr>
<tr>
<td>May 31st (M): Holiday</td>
<td>KidVentures CLOSED</td>
</tr>
<tr>
<td>June 10th (TH)**</td>
<td>Last Day of School– **KidVentures CLOSES at 4:00 PM</td>
</tr>
</tbody>
</table>
TERMS AND CONDITIONS OF THE KIDVENTURES 2020-2021 SCHOOL YEAR CONTRACT

Please thoroughly read the following terms and conditions before signing the front KidVentures contract. If you have any questions or concerns, please call the KidVentures office at 507-664-3750 or email Mary Hansen, Administrative Assistant (MHansen@northfieldschools.org) or Breezy Barrett, Ventures Coordinator (BBarrett@northfieldschools.org).

- Children must have a set weekly schedule that remains the same throughout the course of the school year. (For example, M-F; M, T, F; etc.) Children must be enrolled for a minimum of two days per week during in-person learning and/or two days/wk during distance learning.
- No credit is given for incidental days missed (i.e. child was home with strep throat, on vacation, etc.)
- Families may make permanent schedule changes to children’s contracts by submitting written notice at least two weeks in advance of the schedule change. This is done through a “Change of Schedule” form that is signed, dated, and returned to KidVentures staff with a $5.00 contract change fee. The contract revision will take effect two weeks after the request has been received.
- Monthly invoices must be paid by the last day of the respective month. This can be through check or credit card. To pay by credit card, please contact Mary Hansen (MHansen@northfieldschools.org) to set up online access. Each KidVentures location also has a payment box for checks.
- Families wishing to discontinue care must submit a one month written notice to the KidVentures office.

Non-School Days:
- KidVentures is open for release day programming the majority of days that kids are not in school (see previous page for release day calendar).
- Release days are contracted separately and billed at $43.00/day.
- Release day contracts will be available at the Community Education office, at each KidVentures location, online, and will be emailed out to families each month.
- Release days tend to fill quickly. It is strongly encouraged that families turn in release day contracts as soon as possible.
- Generally, release days may not be added at the last minute as staffing, bussing, tickets, etc. have already been arranged.
- Once a release day is full, the KidVentures office will start a waiting list. Families will be notified if they are on the waiting list and waitlisted families will be notified should there be an opening.
- Once the release day contract is submitted, families may change/cancel days without penalty up to two weeks in advance of the release day. Notice of changes/cancellations must be received in writing. No credit for changes or cancellations will be given within two weeks of the release day.
- Children registered for release days must attend the field trip/special event. There will be no alternative care on site.
- All release day field trips and activities are previewed and deemed age-appropriate.
- Staff to student ratios are lowered on all field trips, ensuring proper supervision and safety procedures are in place.

Schedule Changes/Add-Ons
- Additional days may be added IF space permits. Drop-ins that occur with less than 48 business hour notice will be charged an additional $5 per component.
- Families may make permanent schedule changes to children’s contracts by submitting a “change of schedule” form. This form must be signed, dated, and returned to the KidVentures Site Leader or to the KidVentures office with a
Additional Fees:

- There is a $40.00 registration fee per child.
- There is a late pick-up fee of $1.00 per every minute late. Families will be charged $1.00 for every minute their child is picked up after 6:00 PM. Three late pick-ups can result in termination of care.
- Families will be charged a $5.00 “Finder’s Fee” any time KidVentures is not notified that their child will not be in attendance after school on a regularly scheduled/contracted day. The schools do NOT automatically communicate student absences or message to KidVentures staff. KidVentures is responsible for locating all registered children each afternoon. Please help us in these efforts by letting us know when your child will not be in attendance.

Additional Contract:

- Full payment is due regardless of whether your child is in attendance.
- There will be NO credit for sick or vacation days, unless the sick days are a result of COVID-19 Exclusion Guidance.
- KidVentures COVID-19 refund policy: Families will be refunded 50% of missed scheduled days should their child exhibit COVID-like symptoms and need to be out for 10+ days due to the exclusion guidance. Families will not be refunded should their child be able to return earlier than the 10 days due to an alternative diagnosis. Families will be refunded 50% of missed scheduled days due to a lab positive exposure within the KidVentures program.
- Payment for each month’s tuition must be paid by the last day of the respective month.
- KidVentures reserves the right to terminate service due to non-payment.
- Clients with accounts in default will incur any costs associated with collections, including legal fees.
- If payment is made at a child’s site, please allow two days for the payment to reach the KidVentures office.
- All billing is done through the KidVentures main office. For billing inquiries, please contact the office at 507-664-3750 or MHansen@northfieldschools.org.