

Payments

Daycare payments are due as they appear on the calendar provided at the beginning of the school year. Payments are expected to be done preferably online or by direct payment at school by the **last week of the month**.

Should the previous month's payment not be received in full, parents will be required to settle the outstanding account prior to sending their child back to Daycare. Parents with outstanding balances will not be able to register their child for ped. day activities or Daycare for the following year as long as the payment is not made in full.

Tax receipts will be issued in February to the parent who makes the payment. (You can find the payer's file number above the name of the parent)

Sign In/Sign Out

Parents are expected to accompany their child(ren) to the educator or the daycare technician **Late Fees: \$1.00 per minute**.

Please refrain from using your cell phone when dropping off or picking up your child(ren) as they require your full attention at these key transition times.

Emergency Closures

If the school board should announce a school closure, the daycare may also be closed. The announcements will be posted on the School Board's website, FB page, as well as on the radio with the information regarding the daycare status. You can also register to get a message on your phone. You may also phone the school board to get the automatic message at 450-621-5600.



Heritage Elementary

**Chantal Roberge
School Principal**

Email: croberge@swlauriersb.qc.ca
Tel.: 450-621-7277 ext. 4910

Sir Wilfrid Laurier School Board

**235 Montée Lesage
Rosemère, Québec
J7A 4Y6**

Phone: 450-621-5600



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD

Heritage Daycare 2025-2026

878, 9e Avenue
Saint-Lin-Laurentides, QC
J5M 2T5



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD

Operating Hours:
AM: 6:30-9:15
PM: 4:10-6:00
Ped. Days: 7:00-5:00

**Joan Cameron
Daycare Technician**
Email: jcameron@swlauriersb.qc.ca
Tel.: 450-621-7277 ext. 4920

Daycare Information

Welcome to Heritage Daycare, which is a MEQ subsidized Daycare service, therefore the MEQ fees are in effect. Sporadic students who are not registered will pay a fee determined by the administration and accepted by the school's Governing Board. Your child(ren) must be registered and attending by September 30, in order to benefit from the MEQ allocations.



Philosophy and Goals

- To ensure the safety and well-being of the child
- To provide physical, art, and recreational activities that contribute to the child's overall development
- To help and encourage social skills, such as cooperation and respect
- To provide each child with a safe, fun, and relaxing Daycare environment

Along with the philosophies and goals of our school, the Daycare staff will give your child(ren) the care and tools to begin and end his/her day in a positive way.

Bussing

Bussing is not available to students who attend Daycare 5 full days a week (AM & PM). For all other students, schedules must be pre-determined for bussing throughout the school year.

Regular Daycare Users

A *regular Daycare user* **attends** Daycare at least 1 day a week, every week. The fee for a regular user is \$9.70 per day per child. **The payer is expected to pay for the number of days for which their child has been registered; there will be no reimbursement for days absent.**

Regular 5 days users do not pay lunch supervision fees.

Regular 4 days users pay 20% of lunch supervision fees.

Regular 3 days users pay 40% of lunch supervision fees.

Regular 2 days users pay 60% of lunch supervision fees.

Regular 1 day users pay 80% of lunch supervision fees.

If at any time during the school year you no longer need Daycare services, you will be responsible to advise the daycare technician with a written note or e-mail.

Attendance:

The Daycare educators will take attendance every day. If there are any changes on scheduled Daycare attendance, **parents must advise the Daycare Technician** by e-mail or with a written note. For safety purpose, no daily changes will be accepted.

(Daycare and School are 2 different entities)

Any changes to the schedule **requires a 2-week written notice.**

Homework:

There will be a 30-minute homework/study period every day from Monday to Thursday for Grades 1-6. However, homework completion, follow-up and agenda signatures remain the responsibility of the parents.

Non-Regular Daycare Users

A non-regular registered user attends Daycare on request when ratios allow it. The fee for a non-regular user is **\$18.00 per day** whether they attend morning, afternoon or both. **This fee must be paid the day the child attends.** The request must be forwarded by e-mail to the Daycare Technician at least 48 hrs in advance.

Breakfast and Snacks:

We do not serve breakfast or have a breakfast period.

It is up to the parents to provide a healthy lunch as well as healthy snacks for before and after school daycare.

Pedagogical days

The hours are from **7:00 AM - 5:00 PM.**

There will be no school bus services on these days.

A planned activity for each ped. day will be organized and may be spent in school or out on a field trip.

There is only one choice per ped. day.

The base fee is **\$16.05** plus an activity fee.

These fees are not refundable.

An invitation letter will be e-mailed to parents 2 weeks prior to the date and must be returned signed to the daycare no later than the deadline. **Registration will not be accepted after this date.**

For ped. day field trips, spaces on the bus are limited, therefore registration will be on a first come first serve basis.

Children must have a pair of shoes for Daycare as they will not be permitted to go to their classes to get their shoes. Outdoor shoes are permitted in Daycare.