



# FAQ GUIDE FOR FAMILIES

## 1. How do I register?

Families register online by visiting [discoverylink.dpsk12.org](http://discoverylink.dpsk12.org). In order to complete the registration process, you must have the following documents: completed health appraisal form (must be signed by your child's doctor; form is available at the Discovery Link website) and current immunization records. Please also have ready the phone numbers and addresses of your child's doctor, dentist, hospital, and two emergency contacts as well as relevant allergy and medication information.

## 2. How much does Discovery Link cost?

*Early Risers morning program:* \$8.00/day (drop-in fee: \$13.25)

*After School afternoon program:* \$12.00/day (drop-in fee: \$18.25)

*Non-student contact (dismissal) days & school break camp days:* \$38.00/day (drop-in fee: \$76.00)

**Pre-registration is required for all non-student contact (dismissal) day and school break camps and is *not* included in your regular before and after-school tuition.** Registration for these days will typically open 45 days prior to each offering and is available on a first-come, first-served basis. Full payment is due at the time of registration.

Discovery Link tuition is charged at a daily rate which is calculated based upon your child's schedule (not their actual attendance). See the Discovery Link website for this year's payment schedule.

## 3. Are scholarships/financial aid available?

All families are required to apply for financial assistance every school year, even if they have previously received financial support. If you qualify for CCCAP, you must apply to CCCAP prior to submitting a financial assistance application. Please note that financial assistance may cover anywhere up to 75% of program costs.

- Apply for CCCAP at: [www.colorado.gov/pacific/cdhs/child-care-assistance](http://www.colorado.gov/pacific/cdhs/child-care-assistance).
- The amount of financial assistance awarded to each family will be impacted by the overall amount of available funds and may be different every year.

## 4. Does Discovery Link offer care on no school days?

Our location must meet a minimum of 15 children (kindergarten to 5<sup>th</sup>; minimum 6 for ECE) registered for the program to offer care on non-student contact (dismissal) days. If a site's numbers are too low, there will be an option for students to attend a program at a nearby site. Fees for care on our non-student contact (dismissal) days and break camp days are not included in your regular monthly tuition.

**Families utilizing CCCAP** must have a site-specific authorization for camps if attending programming at a site different from their regular schedule.

**PLEASE NOTE:** separate registration and tuition, a copy of current immunizations and health appraisal forms, and pre-paid tuition are required for care on non-student contact (dismissal) days and break camp days.

## 5. Does Discovery Link offer care during school breaks?

Discovery Link's school break camps offer children a safe, fun and engaging camp experience at specific DPS sites during longer school breaks – Fall, Thanksgiving, Winter Break, Spring Break, and Summer Vacation. Our camp programming may include special projects, guest speakers, and field trips.

**Families utilizing CCCAP** must have a site-specific authorization for camps if attending programming at a site different from their regular schedule.

**PLEASE NOTE:** separate registration and tuition, a copy of current immunizations and health appraisal forms, and pre-paid tuition are required for care on non-student contact (dismissal) days and break camp days.

## **6. Does Discovery Link offer drop-in care?**

Drop-in care is only available if we are able to maintain the licensing staff to student ratios required by the Department of Human Services.

### *Early Risers & After School Drop-In Care*

- In order to utilize drop-in care, your child(ren) must be enrolled in either Discovery Link Early Risers or After School. This option is not available for our “Camp Only” customers.
- Drop-in care must be approved in advance by the program specialist. Drop-in forms are available at your site and must be completed and signed by the parent and the program specialist.
- Drop-in privileges will be revoked if used excessively.
- Final decisions regarding drop-ins will be at the discretion of the program specialist.
- Refunds will only be issued for unused drop-in care if notice is given 24 hours before the scheduled day.

### *Non-Student Contact (Dismissal) Day or Break Camp Drop-In Care (only if space available)*

Parents/guardians who bring their child(ren) to Non-Student Contact (Dismissal) Day or Break Camps and have not registered will be assessed a \$76.00 drop-in care fee per day, per child. Registration in the Connect Portal and payment due at time of drop-off. Parents/guardians will be required to complete an information card and Drop-In form.

## **7. Does Discovery Link offer care on snow days?**

When Denver Public Schools are closed due to inclement weather, our Discovery Link program will also be closed. Closure information will be posted in SchoolCare Works and on the Discovery Link website.

## **8. What does my child do during Discovery Link?**

### *Early Risers: 6:30am – 8:00am*

Our early morning program offers a relaxed atmosphere that helps children make a positive transition into their school day. Early Riser activities include reading time, homework help, arts and crafts, recreation games, and outdoor play. Children are dismissed to their class at the start of school. Children may participate in the school’s free breakfast program if they wish.

### *After School: 3:00pm – 6:00pm*

After school care offers fun and innovative programming that includes learning, play, homework help, and opportunities to try new things that supplement and expand the children’s school day. These programs are designed to meet the unique needs of our students and community. Each afternoon includes a nutritious snack and free outdoor or gym play. Children also choose from a variety of activities.

## **9. Where do I find more information?**

Check out the Discovery Link website and family handbook: [discoverylink.dpsk12.org](http://discoverylink.dpsk12.org), click on “Family Resources.” You may also contact our site program specialist, Patrice Mason-Dawan: (720) 728-9342 (program cell); (720) 424-5647 (site phone); [Patrice.Mason-Dawan@dpsk12.org](mailto:Patrice.Mason-Dawan@dpsk12.org).