



providing an exceptional extended-day program for exceptional children

welcome!

mission statement:

**to engage learners in developmental growth
by providing a natural, yet structured
environment that welcomes and accommodates
each child's unique personality.**

EXTENDED DAY ENRICHMENT PROGRAM

Mission

To engage learners in developmental growth by providing a natural, yet structured environment that welcomes and accommodates each child's unique personality.

Overview

UTU is an extended day program developed by Lesli Bernanke and staff to provide a safe and fun program for both typical and non-typical learners. We understand the unique needs of children diagnosed on the Autism spectrum and our goal is to provide an environment that allows for diversity and support in all major areas of a child's life. The program is located at 6700 Independence Parkway in Plano, Texas. Staff members include certified teachers, assistants, those needing internship hours, and volunteers (all known as Group Facilitators). In order to provide quality services, only a limited number of children will be accepted. UTU understands that structure, along with flexibility is vital when working with children who have unique needs; therefore we strive to maintain a low teacher to student ratio. UTU provides academic support services to assist all children with homework and organizational strategies. There is no guarantee that all homework will be completed during the program, although it is one of our many goals. For those children who do not have homework, we will provide developmentally appropriate learning opportunities for children to complete. While activities are designed with educational enrichment in mind, the main goal is to provide an opportunity for children to socialize and have fun!

Program Details

The program operates from 3:00 until 6:00 p.m. Late pick up fees are applicable beginning at 6:01 p.m. based upon the school clock and parents will be charged \$1 per minute/per child. Since many of our students are on specific diets and may have allergies, we are a **PEANUT** free environment and **PARENTS MUST PROVIDE SNACKS**. Students are grouped by developmental age though we spend much of our time together.

Sample Schedule

3:00 -3:30 Attendance/ Bathroom, Free Time & Snack
3:30-4:00 Outside/Park/Recreational Activity (weather permitted)
4:00-5:00 Homework/Centers/Computer
5:00-5:30 Circle Time/Story Time/Art
5:30-6:00 Free Time/Puzzles/Centers/Go Home

Registration Fee (non-refundable)

The non-refundable registration fee is \$30 per child/ \$35 per family.

Monthly Tuition

Monthly tuition is due on the 1st of each month. There is not a part-time rate for the program, although children are not required to attend every day. Monthly tuition reserves a space for the child regardless of the time actually spent in the program.

A late fee of \$50 will be assessed if monthly tuition is received after the 5th of each month.

Regular Monthly Tuition FT 2:45-5:45 PM

All children.....\$600

Regular Monthly Tuition FT 1:00-5:45 PM:

First Child.....\$850

Second Child.....\$700

Third Child.....\$600

*****Hourly as needed is \$15 per hour*****

*** Transportation is not included in the above pricing. We are able to provide this service for an additional fee***

Parents may request a monthly receipt for tuition and an annual print out of accounts (for tax purposes) will be available upon request. All fees must be paid by check or money order, as cash will not be accepted.

General Information

Due to budgetary, staffing and programmatic restrictions, UTU does NOT maintain a school nurse or other health professional on staff. UTU Site Directors and several group facilitators are trained in administering medication and First Aid/CPR. All staff are trained in procedures for handling incidents. Parents with students who have medications must complete an “Authorization for Dispensing Medication Form” prior to the child attending the program. Students may bring personal games, cd players, toys, etc. to UTU, but staff will NOT be responsible for lost or stolen items. Students will have a designated place to keep belongings, but they are not able to keep items locked.

Student Attendance/ Reporting Absences

If your child will not be attending UTU because of a scheduled appointment, vacation or other planned absence, please notify UTU as soon as possible.

Pick-Up

Parents may pick up children at any time once the program starts, using the main doors of the school. All doors are secure and parents will need to “buzz” in and must present picture identification (driver’s license or similar) in order to pick up their child. Parents must sign their child out before leaving.

Daily Reports are short notes provided to parents at the time of pick-up as needed for communicating necessary information to parents. UTU believes communication is of vital for the development of children and we strive to maintain this goal. Safety is a major priority at UTU although we recognize that at times students will get minor scrapes, bruises, etc. **Incident Reports** are a way for staff to communicate should an incident occur. These are short reports in which the incident is documented, along with how it was

handled and the care your child received. Program staff are trained in positive strategies for preventing and managing inappropriate behavior. Should a concern arise regarding a child's behavior/needs, parents will be contacted to discuss/review the situation. Staff will utilize a variety of appropriate interventions to address the behavior. If a child's behavior becomes unsafe for him/her self or others, we will do everything in our power, along with **PARENT** cooperation, to remediate the problem so that your child can maintain enrollment with UTU.