



The Bullis Extended Day program provides students in grades K through 8 a safe and enjoyable learning environment where they can eat a snack, relax, play and complete homework assignments in a supervised setting at the end of the school day. Whether or not you anticipate a need for Extended Day services, parents are asked to familiarize themselves with the program and understand its potential use by our lower/middle school students.

Location and Hours: Bullis Extended Day is located in The Marriott Family Library. The Extended Day program operates Monday through Friday, from the end of the school day until 6:00 p.m., including most scheduled early dismissal days. **The Extended Day program does not operate on school holidays, and will close early due to inclement weather when conditions merit.**

All parents are requested to read and understand the Extended Day Policies and Procedures described below. If you have any questions, contact Kara Mazie, Extended Day Coordinator at kara_mazie@bullis.org or at 301-467-7396.

Bullis Extended Day Policies and Procedures

To ensure adequate supervision for all Bullis School LS/MS students after dismissal from the academic school day, **any students not picked up within 15 minutes will be escorted by a staff member to the Extended Day program.** These students will be signed in and the daily fee will be assessed to the parent.

Pick-Up Policy: To ensure your child's safety, and to comply with Maryland State regulations, **parents are required to walk in to the Marriott Family Library to sign out their child(ren).** Students are not permitted to exit the library unless accompanied by an authorized adult.

Late Pick-Up: Parents are requested to notify the Extended Day staff as soon as possible if they are running late. The late pick-up charge of \$2.00 per minute after 6:00 p.m., as noted on the clock of the sign-in/sign-out application software, will be assessed regardless of whether the Extended Day attendance is billable or not. Financial aid does not apply to late charges.

Riding the Activity Bus: Students attending Extended Day who are not authorized to ride an activity bus must be picked up and signed out by a parent or an authorized individual by 6:00 pm; after which time late charges will be assessed.

Music Students: Students taking a music lesson may attend the Extended Day program before/after the music lesson *at no charge*. If students are not picked up from their lesson, they will be escorted to Extended Day staff in the Marriott Family Library. They must be picked up and signed out by a parent or authorized individual from the Marriott Family Library or ride the appropriate 6:00 pm activity bus.

Middle School Athletics: Middle School students who are participating in an Athletics program who are not picked up at the conclusion of a game are automatically enrolled in Extended Day *at no charge*. They must be picked up and signed out by a parent or authorized individual from the Marriott Family Library or ride the appropriate 6:00 pm activity bus.

Tutoring in the Marriott Family Library: Students who are tutored in the Marriott Family Library after school must be picked up immediately following their tutoring session. If there is a delay, the tutor will sign the student in to Extended Day, and the parent will be assessed the daily fee. The student must be picked up and signed out by a parent or authorized individual or ride the appropriate 6:00 pm activity bus. This includes the Bullis Student Tutors program.

Daily Fee Structure

- Daily fee per student: \$25.00/day
- Late pick-up charge: \$2.00/minute
- Families receiving financial aid should contact the Business Office for more information.
- Extended Day fees are incidental charges which are incurred for actual attendance on a given day in the Extended Day program.
- Extended Day charges are invoiced monthly and sent to parents/legal guardians via e-mail.