



PANTHER CARE

2026-2027

OES Beforecare and
Aftercare Program

Policies and Procedures



Mission Statement

The mission of Panther Care is to provide a safe, structured, and supportive environment that extends the learning day beyond the classroom. We are committed to fostering responsibility, respect, and positive character development while offering engaging activities that encourage creativity, collaboration, and growth. Our program partners with families to ensure students feel secure, valued and prepared for success both academically and socially.

Program Description and Student Eligibility

Current OES students may enroll in the Panther Crae program at [MSBActivities.com](https://msbactivities.com). Panther Care will provide supervision and activities that meet their developmental needs and interests before and after school hours. Examples of activities include science, digital activities, reading, schoolwork, art, music, crafts, games, and group projects.

The Panther Care program calendar follows the Oasis Instructional Calendar and only operates during regular school days. ***The program is not open for aftercare on early release days and is also closed on in-service days and school holidays when classes are not in session.***

Enrollment Procedures

- Students must attend OES and parents may register online at msbactivities.com. Enrollments will be processed within 72 hours of submission.
- A non-refundable \$25 registration fee per family is required at the time of enrollment. Families are responsible for updating their enrollment form whenever there are changes to their account information.
- Invoices are generated either weekly or monthly, depending on the billing option selected by the family during the registration approval process. All invoices are due according to the selected billing schedule.
- Parents must complete and keep all contact and emergency contact information updated for any authorized pick up of their child from the aftercare program. Only individuals listed on the approved pickup and emergency contact form will be permitted to sign out a child.

- Parents must complete the medical information section in full and provide any necessary prescription medications in accordance with the same policies and procedures followed during the regular school day. All medications must be properly labeled and submitted with the required authorization forms for the morning.

Attendance and Payment

Tuition will be charged by the week/month, regardless of the number of days they attend. Parents are required to pay through Myschoolbucks for their selected billing plan in full and on time, even if their child does not attend due to illness, vacation, or other absences.

Families are encouraged to review invoices regularly to ensure accuracy. If a billing error occurs within MSBActivities resulting in an incorrect charge, Panther Care will review the account and make the necessary corrections in a timely manner. Parents should notify the program as soon as a discrepancy is identified so it can be addressed promptly.

Registration Fee

A one time, non-refundable \$25 registration fee per family is required at the time of enrollment.

Panther Care Weekly Payment Plan

Before School Care

\$30 per 5 day week (\$6.00 per day)

Before Care hours 6:30 am to 8:00 am – latest to drop off students is 7:50 am

After School Care

\$50 per 5 day week (\$10.00 per day)

After Care hours: 3:30 pm to 6:00 pm

At pickup, please be prepared to show your state-issued identification. You will also sign your child out on the daily log.

Panther Care Monthly Payment Plan

Before School School Care \$6 per day

After School Care \$10 per day

The total monthly amount will vary based on the number of school days the program is open during that month.

Sibling Discount

First Child pays full price. Each additional sibling(s) will receive a discount, as listed below.

Before School Care

\$1 per day discount per each additional sibling (\$5.00 discount for a 5-day week)

After School Care

\$2 per day discount per each additional sibling (\$10.00 discount for a 5-day week)

Late Pick-Ups

A late pick-up fee of \$2.00 per minute, per child, will be assessed for any pick-up that occurs after 6:00 pm. The site clock will be used to determine the time. If the site clock is not working properly, cell phone time will be used. The charge will be applied to your Myschoolbucks account. All late pick-ups are subject to this fee.

\$30.00 Chargeback/Stop Payment Fee/Return Check – assessed to the family account if credit card charges are disputed or if a stop payment is placed on a check, and the charges are valid for services received/rendered.

Repeated incidents of late pick-up may result in removal from the program.

Delinquent Payment Policy

Tuition for the Panther Care Program must be paid in full and on time according to the established billing schedule. **If tuition is not paid on time, your child cannot attend Panther Care.**

Cancellation Policy

To cancel Panther Care, please email Rhonda Gamboa at Rhonda.Gamboa@capecharterschools.org

Illness Policy

Children cannot attend OES Panther Care if they have any of the following symptoms: fever, vomiting, diarrhea within the past 24 hours, an undiagnosed rash, severe cold or sore throat, or head lice. If a child is absent from school due to illness, they may not attend the program that same day.

If a child becomes ill while attending OES Panther Care and has a temperature of 100.4 degrees or higher, begins vomiting, or experiences frequent diarrhea, a parent, guardian, or emergency contact must pick up the child within 60 minutes of notification.

Medication Administration and Emergency Procedures

Medication will not be administered to participants without prior approval from the Site Director or the School Nurse. A completed medical consent form must be on file with the school for any medication to be given during Panther Care hours.

In the event of a medical emergency, as determined by the Site Director, emergency medical services will be contacted, and a parent or guardian will be notified immediately. Parents are responsible for any costs associated with emergency medical care.

Behavior

Students are expected to follow all school rules, staff directions, and program expectations while attending Panther Care. The program maintains the same behavior standards as the regular school day to ensure a safe and positive environment for all students.

A disciplinary notice (PAWS report) will be issued for behavior that disrupts the program, compromises safety, shows repeated noncompliance, or violates school conduct expectations.

If a student receives three disciplinary notices while enrolled in Panther Care, the student will be suspended from the program for a week. No reimbursement, credit, or fee adjustment will be provided for the suspension period.

If one additional disciplinary incident occurs after the student returns from suspension, the student will be permanently removed from Panther Care for the remainder of the school year. In cases involving serious misconduct, unsafe behavior, or actions that threaten the safety of students or staff, administration reserves the right to suspend or remove a student from the program immediately without following the progressive steps outlined above.

Parents will be notified of all disciplinary actions in writing.

Special Needs

Panther Care complies with the requirement of Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990. The program does not discriminate or tolerate discrimination of any kind and operates in accordance with all applicable federal, state, and local laws. For a complete list of policies, please refer to NEOLA at OasisCharterSchools.org.

If your child has special needs, please contact the Site Director prior to registration and provide copies of your child's health care plan. Reasonable modifications will be made to provide a student with a disability meaningful access to Panther Care, unless the modifications will fundamentally alter the nature of the program or create an undue financial or administrative burden.

Emergency Contacts

It is the parent's responsibility to ensure that all information on the Emergency Contact Form remains current and accurate. Parents should have at least two local emergency contacts listed in MSBAactivities and each contact must have a different phone number. Only individuals listed on the emergency Contact Form will be permitted to pick up a child from Panther Care.

Parents may add or remove authorized contacts at any time by updating their account information.

Sign Out Procedures

For the safety of all students, parents must ring the OES Library doorbell after 4:00 pm to pick up their child. They will need to display their state issued ID to the camera and present it at the pick-up desk. Do not assume that staff members will personally recognize you or that identification will not be required. Carline placards used for pick-up in car line can also be used as identification. Parents or an authorized party will sign the child out from Panther Care each day. Handwriting must be legible.

Participants will only be released to individuals specifically authorized on the Emergency Contact Form and FOCUS. Exceptions cannot be made without advance written permission from a parent. Written permission will be verified by contacting a parent using only the phone number listed on the Emergency Contact Form. If permission cannot be verified, the request will not be honored.

Staff/Student Ratios

To ensure the quality and safety of Panther Care, staff-to-child program ratios are maintained at one counselor for every 20 students.

Personal Belongings

Panther Care does not assume responsibility for lost, stolen, or damaged personal items. Please label all belongs with their first and last name. Children should leave toys and personal electronics at home. Smart watches, smart glasses, and cell phones are not permitted during Panther Care and must remain in backpacks if brought to school.

Snack Policy

Your child should come every day with a daily snack (PM only) and water (AM and PM). The program does not provide snacks.

Due to food allergies and parent requests, students are not permitted to share food or drinks with other students under any circumstances. Parents are encouraged to send a healthy nut aware snack, and a labeled water bottle each day. **No candy, chewing gum, or sodas are permitted.**

Academics

Students will have time to work on schoolwork, (sight work/letter practice, projects, Khan, etc.) Please ensure they have pencils, paper, and materials.

D.E.A.R.

There will be a designated time every day for students to read a non-electronic book. Students need to come prepared with at least 2 AR books to read during this time.

Inclement Weather and Emergency Closures:

Panther Care follows the school's decision regarding closures and early dismissals due to inclement weather or other emergencies. If school is closed for the day, Panther Care will also be closed.

If school dismisses early due to weather or an emergency, aftercare services will not operate. Parents or authorized contacts must arrange for prompt pick-up in accordance with school procedures.

There are no refunds or credits issued for closures due to inclement weather, natural disasters, or other emergency circumstances beyond the program's control. In the event of severe weather during program hours, staff will follow established school safety protocols to ensure the safety and supervision of all students until they are safely picked up.

Communication

Open and consistent communication is important to the success of Panther Care. Parents are encouraged to contact the Site Directors with any questions, concerns, or updates regarding their child.

There is a 24-hour response time to emails. If there is an emergency, please call the school and ask for Rhonda Gamboa or Melanie Klages.

Site Directors

Melanie Klages

Melanie.Klages@capecharterschools.org

Rhonda Gamboa

Rhonda.Gamboa@capecharterschools.org

Panther Care Phone Number

239-542-1577 option 4 or ext. 7258