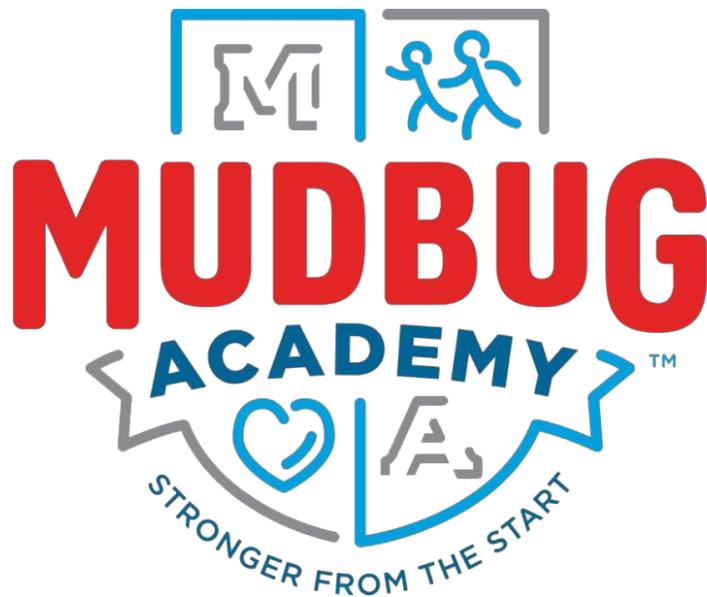


# 2023 Summer Session



**All paperwork must be  
completed before  
registering.**

**Thank you for your interest in our Summer Session! Please read through this packet carefully to make sure that our school will be a good fit for you and your child(ren).**

**If you have any questions please give us a call or send us an email.**

**Director:** Sandra Gautreaux  
**Assistant Director:** Sarai Martinez  
**Office Hours:** 9:00 am - 3:00 pm  
**Phone:** 225-744-4414  
**Email:** [office@mudbugacademy.com](mailto:office@mudbugacademy.com)

*Brightwheel is our main form of communication. Once you complete the interest form shared with you, please make sure to allow notifications from brightwheel.*



## **Summer Session Dates:**

**June:** May 29th - June 30th

*July 3rd & 4th - Closed for Independence Day*

**July:** July 5th - 28th

**Hours:** 8:00 am - 4:00pm

**Drop off:** no later than 8:30 am daily

**Choose attendance:** June only, July only, or both months

**Schedule options:** 5 days, 3 days, or 2 days per week

## Arrival and Dismissal

All Mudbug students will be dropped off in the front of the school. Parents will drive up in a carpool fashion. A staff member will assist your little on in and out of the car.

Upon arrival your child's teacher will check your child in via brightwheel. Upon dismissal you will check your child out via brightwheel using the assigned 4 digit pin assigned to you. Failure to do so will result in a \$1.00 fee.

All person's picking up your child should be listed on the correct paperwork to which an ID will be needed to verify. Please do not be offended if we ask for your ID; we do this to keep your child(ren) safe.

## Meals & Snacks

Mudbug will provide AM snack at 9:00 am and PM snack at 2:00 pm daily.

Students will come with a packed lunch daily. Items that need to be kept cold should come with an ice pack. Items that need to be warm should be sent in a thermos.

Mudbug will not refrigerate or warm up your child's food.

## Discipline Policy

While we expect small issues with behavior and address those as they occur, we want to communicate clearly our policy concerning behaviors issues that escalate.

### **We will not permit:**

1. Offensive language or behavior towards another child or teacher.
2. Repeatedly ignoring staff directions or corrections
3. Hitting/Slapping/Grabbing or aggressive behavior with another child or staff member
4. Repeated disrespect for Mudbug Academy rule & policies

### **Repeated disregard for the rules will result in the following write up process:**

1st write up: acts as warning about behavior. A parent must come in for a brief meeting when signing the write up form.

2nd write up: receives 3 days out of the program

3rd write up: Director/Asst. Director has the option to terminate service.

*One week may be given to find a new program at the Directors discretion.*

# Pricing and Fees

## Before registering please be aware of the following policies:

1. Mudbug Academy does not give any refunds on registration fees or monthly tuition.
2. You are responsible for all payments on the 1st of the month that you have committed to attending.

**Registration fee:** \$50 (each child)

**Tuition:** 5 days - \$750/month

3 days - \$450/month

2 days - \$300/month

All payments will be paid via brightwheel, which is set up during your enrollment process. Each payment will be automatically drawn from the debit/credit card or bank account you put on file. There will be a 2.9% service charge for all debit/credit charges and a \$0.60 charge for bank drafts.

Summer Session Registration begins February 6th

Session is May 30th - July 28th

## Reminders:

### Every day bring:

1. Bag large enough to fit a folder.
2. A complete extra set of clothes, undies, and socks. (Shoes if potty training)
3. Nap mat, blanket, and/or lovie.
4. Spill proof bottle/cup/thermos with water only.
5. LABEL EVERYTHING, PLEASE

### Arrival & Dismissal:

Drop off and pick up is done in a carpool fashion. Parents must remain in their car.

1. Arrival is 7:45 - 8:30. After 8:30 you will need a doctor's note to be allowed in.
2. Dismissal is 3:45 to 4:15.
3. Parent **MUST** sign their child out using the brightwheel app and QR code provided.

### Friday Splash Day!

Girls come dressed in suit with clothes over suit. Have Undies in a bag. And Towel  
Boys come in swim trunks with a shirt. Have undies and shorts in a bag.

\*\* Those not potty trained should have a swim diaper in their summer bag.

\*\* LABEL, LABEL, LABEL EVERYTHING\*\*