# Extended Care

Achieve's Extended Care Manager lets schools create multiple extended care programs, each with their own rates and hours of availability. Parents may register their students online via the Parent Portal. The Extended Care Manager provides a check in/out screen that can be used on a tablet, ipad, or computer. The Extended Care module is integrated with Achieve's "Authorized Pick Up" database. You can capture the pick up's signature at check out. Billing reports are provided.

## Highlights:

Schools can create multiple extended care programs with students of specific grades eligible for each program. Each program allows for pre-registrants, drop ins and waitlists.

Schools can establish billing rates for each program. Rates can be by minute, hour or day. Rates can vary based on Pre-registration, Drop In, and Urgent categories. In addition, no-show fees and late pick up fees can be assessed.

Parents can register their child(ren) via the Parent Portal. Parents may register their child full time, or choose each day of the week that their child will be attending. In addition, parents can notify the school, in advance, of any "non-attending" days.

Administrators can customize the online registration screens so that they contain instructions pertinent to their school.

Administrators utilize a check in-out screen to easily check students into and out of the program each day. The system is integrated with the school's attendance system and will display a student's absence on the daily check in screen. Non-registered student's can be "dropped in" for the day.

Checking out is an automated process. The parent or administrator can quickly tap the screen for check out. The system records the person who picked up the student. The system is integrated with the student's pre-authorized pick up list so that only authorized adults may pick up a child. If desired, the school can over-ride to allow a non-authorized person to pick up a child.

The system automatically tracks a student's participation in the extended care program, down to the minute. The system generates automated billing reports for the extended care program.

Numerous reports are included:
← Daily Student Roster
← Daily Attendance Detail
← Monthly Billing Detail
← Monthly Billing Summary