Dear J.E. Cosgriff Families,

Extended Day Program, E.D.P., has worked closely with Cosgriff families for the past 25 years to provide a safe, comfortable, and Christian environment. Our mission is to nurture your children’s curiosity and to foster a lifelong love of learning.

Our mission remains the same today, however, during these unprecedented times, our primary concern is the wellbeing of our students, employees, and our families. In order to balance our commitment to providing a nurturing environment with the need to return to school safely, E.D.P. has made modifications for Fall 2020 in addition to the implementation of the school’s COVID-19 procedures. This is an ever-changing situation, and we will continue to keep an open dialogue.

**Extended Day Program Covid-19 Response**

E.D.P. will be unavailable the first week of school and will begin August 24 with new hours of operation. At this time, we will not be able to offer drop-in services. E.D.P. will serve as an extension of the school day for families of essential workers and families in critical need of after school childcare.

**E.D.P. Fall 2020 Hours of Operation**

**Pre-Kindergarten**

|  |  |
| --- | --- |
| Monday - Thursday | 8 a.m. - 12:20 p.m. |
| Friday | 11 a.m. - 12 p.m. |

**Preschool**

|  |  |
| --- | --- |
| Monday - Thursday | 11 a.m. - 3 p.m. |
| Friday | No E.D.P. |

**Kindergarten - 8th grade**

|  |  |
| --- | --- |
| Monday - Thursday | 3:15 - 5:15 p.m. |
| Friday | 12:15 - 2:15 p.m. |

Preschool and Pre-kindergarten children must be picked up prior to Kindergarten-8th grade school dismissal. Please contact Tammie Cleverly to discuss extended schedule accommodations for PS/PK students with older siblings.

All students who attend EDP must be registered prior to attendance. Again the drop-in service is not permitted at this time. We are requesting parents to commit to a consistent schedule. Keeping to a schedule will assist E.D.P. to support students in following sound physical distancing practices and other necessary procedures.

We understand that limited E.D.P. hours may be challenging, however, it is critical that we take all the precautions we can to ensure our community’s safety and move towards the green phase. Thank you for your cooperation.

The new hours of operation allow time for our team to ensure our facility is properly sanitized and to reduce exposure. As always, EDP will follow the same procedures as the school.

Please complete and submit the EDP registration form. It can be found on the Extended Day Program page of the Cosgriff website. You can submit registration forms by emailing Tammie Cleverly directly or by dropping them off in the Vaughan Center’s mailbox (located on the west wall of the main entrance).

We look forward to starting the school year and working together to keep our children healthy as they continue their education.

If you have any questions please contact Tammie Cleverly.

Tammie Cleverly

Extended Day Program Director

[tcleverly@cosgriff.org](mailto:tcleverly@cosgriff.org)

(801) 484-8905

8/01/20 These guidelines are subject to change in order to meet the needs of our students, parents, faculty, and staff.