



2022-2023 Fall SACC Registration Process



Dear LPS Community,

We are proud to continue to offer high-quality childcare for our families. We know that these services are essential, particularly for working parents/guardians. Each year, the district holds a registration process and the available spots fill quickly. In an effort to best utilize our resources, we have adjusted the registration process to improve our ability to offer quality SACC services. The primary change from past practice is in regards to the shifting of registration priorities. Those priorities are listed below.

Please see the following important information, in advance of the registration windows opening this spring.

The district will implement a new registration process for School-Age Childcare (SACC) starting with the 2022-2023 school year. Please see the details below for further information.

Please note: Spaces are limited, there are no guarantees of child care spots. Registrations are conducted on a first-come, first-served basis, based on the updated guidelines below. Schedule changes cannot be accepted until September 18th. Please carefully read all the details below. Information will also be posted on the SACC website, including program rates.

SACC 2022-2023 School Year

- On April 11, 2022, registration for **LPS staff and returning SACC families** seeking childcare full-time 5 days per week (10 sessions per week: both

morning & afternoon, Monday-Friday) will begin through EZChild Track. Registration will run from 6:00 a.m. - 6:00 p.m. At this time, returning families can register for *full-time* SACC only. Space is limited.

- On April 13, 2022, (from 6:00 a.m. - 6:00 p.m.) registration for **LPS staff and returning SACC families** seeking childcare 5 consecutive days per week (either 5 mornings sessions M-F or 5 afternoon sessions M-F~ not a combination of both) will begin through EZChild Track. Space is limited.
- *If space is available*, on April 14, 2022, (from 6:00 a.m. - 6:00 p.m.), registration for **waitlisted** families seeking childcare full-time 5 days per week (10 sessions per week: both morning & afternoon, Monday-Friday) will begin through EZChild Track.
- *If space is available*, on April 18, 2022, (from 6:00 a.m. - 6:00 p.m.) registration for **waitlisted** families seeking childcare 5 consecutive days per week (either 5 mornings sessions -M-F or 5-afternoon sessions-M-F, not a combination of both) will begin through EZChild Track.
- On April 19, 2022, (from 6:00 a.m. - 6:00 p.m.) registration for **new** families seeking childcare full-time 5 days per week (10 sessions per week: both morning & afternoon, Monday-Friday) will begin through EZChild Track.
- On April 20, 2022, (from 6:00 a.m. - 6:00 p.m.) registration for **new** families seeking childcare 5 consecutive days per week (either 5 mornings sessions or 5 afternoon sessions - M-F, not a combination of both) will begin through EZChild Track.
- If a family is seeking part-time childcare, and spaces are available, registration will begin on April 19th but the application will only be considered after the placement of the above registrations has taken place. A flex schedule option will no longer be available.
- Current waitlisted families from this year will be able to register on April 14th & 18th as space allows. As part of the new registration process

beginning with the 2022-2023 school year, any waitlisted families will only apply to the current school year. Beginning with the 2023-24 school year, waitlisted families will not roll over from year to year.

REGISTRATION PROCESS

Follow this link to [EZChildTrack Parent Portal - Quick Start](#) to begin the registration process. Accounts cannot be set up until registration opens. The link includes instructions on how to use the EZChild Track program.

This link will open for registration on Monday, April 11, 2022, and will remain open from 6:00 a.m. - 6:00 p.m. Space is limited. **Registrations must be completed on a computer or laptop.** If you are new for fall registration, you will need to register on the “New Parents Open Account” (blue parent portal). If you are an LPS staff member please use your staff email address when setting up your account.

Currently enrolled SACC families who already have an EZChild Track account will not need to set up a new account. For new families, there are five steps to the registration process. Each page will allow 20 minutes before the system automatically times out. Parents/guardians will need the following information to register: Child’s physician information and emergency contact information.

Reminder: Registration cannot be completed via a cell phone - please use a computer or a laptop to register.

On the Terms and Conditions page, please click “agree” for each required form. Then, **complete, download, and print each fillable form and bring them with you on the first day of SACC.**

Please contact the SACC office if you have any questions regarding Fall 2022-23 registration. (734) 744-2966 or mcapener@livoniapublicschools.org

Thank you ~ we look forward to providing this service to you and your family!

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