



## 2023-2024 Fall SACC Registration Process



Dear LPS Community,

We are proud to continue to offer high-quality child care 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 first day of SACC for the 23/24 school year will be Tuesday, August 29, 2023. No SACC care on the first day of school.

### SACC 2023-2024 School Year

- On March 20, 2023, registration for **returning SACC families who are currently enrolled at the time of registration**. Seeking childcare full-time 5 days per week (10 sessions per week: both morning & afternoon, Monday-Friday) or 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. Registration will run from 6:00 a.m. - 6:00 p.m. At this time, returning families can register. Space is limited.
- On March 21, 2023, (from 6:00 a.m. - 6:00 p.m.) registration for **LPS staff families** seeking childcare can register for full-time 5 days per week (10 sessions per week: both morning & afternoon, Monday-Friday; or 5 consecutive days per week (either 5 mornings sessions M-F or 5-afternoon sessions M-F~ not a combination of both). Registration will run from 6:00 a.m. - 6:00 p.m. Space is limited.

- On March 22, 2023, (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) or 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. Registration will run from 6:00 a.m. - 6:00 p.m.
- Current waitlisted families will register on March 22, 2023 with new families as space allows. Waitlisted families will only apply to the current school year. Waitlist will not roll over from year to year.

### SACC Bussing Information For The 2023-2024 School Year

For SACC to be offered for all students k-6, we will need to combine some locations and use Livonia Public Schools transportation from the satellite SACC site to/from the k-4 homeschool.

We understand that this will change the anticipated drop off and pick up procedures for families and understand that this may be an inconvenience for some. We feel badly that we have to consolidate SACC sites but realize this is the best option to ensure before and after-school care for your child. When registering your children, you will register for their home school. For example, Hayes will register as a Hayes SACC student, even though they are bussed to Cooper for SACC care.

Please see the chart below that will indicate if your child will be at satellite locations.

Example: The morning SACC students will be dropped off at the host site, and they will be picked up by transportation and bussed to their home school for the start of their school day. When school is dismissed, they will be bussed back to their SACC hosting locations. Parents will pick their children up from the SACC satellite location at the end of the day.

\*Bus routes and times will be sent to all families prior to the first day of SACC on Tuesday, August 29, 2023.

NON-BUSING SIGHTS	BUSSED FROM AND TO HOST SITES	HOST SITES
Buchanan	Hayes	Cooper
Cleveland	Roosevelt	Riley
Coolidge	Webster p.m.	Riley
Grant	Kennedy	Riley
Hoover	Randolph	Rosedale
Johnson		

**REGISTRATION PROCESS**

Follow this link to register: <https://www.ezchildtrack.com/lps/parent>  
 New families will need to open an account (“New Parents”purple parent portal).  
 Accounts cannot be set up until registration opens.

This link will open for registration on Monday, March 20,2023 for currently enrolled SACC families only and will remain open from 6:00 a.m. - 6:00 p.m. Space is limited. **Registrations can be completed on a computer, laptop or mobile device.** If you are new for fall registration, you will need to register on March 22, 2023 on the “New Parents Open Account” (purple 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.

**Please note:** Spaces are limited, and childcare spots are not guaranteed. Registrations are conducted on a first-come, first-served basis, based on the updated guidelines below. Schedule changes cannot be accepted until September 11, 2023. There is a two-week withdrawal notice and a \$20.00 processing fee for all withdrawals. Please carefully read all the details below. Information will also be posted on the SACC website, including program rates.

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 2023-24 registration. (734) 744-2966 or [mcapener@livoniapublicschools.org](mailto:mcapener@livoniapublicschools.org)

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

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