

SUMMERTIME IS HERE!

Provider and children's schedules can change drastically when school is out for the summer. These schedule changes may mean temporary closures for holidays, vacations or varying meals times that affect your program monitoring for the Program. We wanted to remind everyone of some important rules that may affect your claim:

You can still claim meals for the month even if you serve only one meal in any month to one non-residential child.

Remember that school-age children that will be in your care all day may be claimed along with pre-school children's meals (for example, AM snack or lunch in the summer). Be sure to note the date of school closures on your yellow Claim Information Form sheet for May and June 2017 and school opening dates for August 2017

Summertime is a great time for picnics. Meals eaten on field trips are allowable if they meet the Program meal requirements. Please give your Program Coordinator advance notice of any field trips or outings so she can avoid missing your meal service if you are not planned to be serving at your child care home. This advance notice policy is a federal requirement for the Program.

With all these reminders, we also realize that your day care home's summer schedule and meals claimed may change. Please take time to fill out the bottom section of this page to make us aware of your schedule changes to avoid us visiting your home when you are gone.

Please return this page along with your May 2017 claim (or as soon as you have figured out your summer schedule) to: SHDS, P.O. Box 28487 Austin, TX 78755-8487. You may also fax your survey to 512-467-1453 or toll-free 1-888-467-1455. You can send by email at: forms@swhuman.org or contact your Program Coordinator directly. (Contact info on back)

2017 SUMMER PARTICIPATION SURVEY

Return by June 3, 2017 or sooner only if you have any changes in your home's operation

Name: _____ PIDN: _____ Program Coordinator: _____

Please check any months of participation that will vary this summer

MONTH	OPEN	CLOSED	UNSURE	CLOSURE DATES (confidential)
June 2017	_____	_____	_____	_____
July 2017	_____	_____	_____	_____
August 2017	_____	_____	_____	_____
September 2017	_____	_____	_____	_____

My daily hours of operation will be from ____ a.m./p.m. until ____ a.m./p.m. Please list any other information on schedule changes for your home this summer:

HAVE A SAFE AND FUN SUMMER!

Symony Morris 806-354-0243 Amarillo

(Call Austin Office) Lubbock

(Call Austin Office) Abilene

(Call Austin Office) Midland

Barbara Price 817-536-4514 Fort Worth/Wichita Falls

Wende Pittmon 214-679-9257 Dallas

Renee Comley 972-369-3198 Plano

Debbie Martin 903-561-4341 Tyler

Nanette Voight 409-334-3817 Groves/Port Arthur/Beaumont

Kelsey Garrett 832-654-0585 South Harris County/Fort Bend/Brazoria

Laurie Ramos 936-372-3534 North Harris County/Montgomery/Navasota/Brazos Counties

Sheena Walters 512-467-7916 Austin and surrounding areas

Veronica White 254-690-8107 Killeen/Waco

Rachelle Roth 210-289-5451 San Antonio and surrounding areas

Nancy Lopez 915-920-3905 El Paso

(Call Austin Office) Corpus Christi/Webb County/Lower Rio Grande Valley