

Rio Grande/Mineral County

Department of Social Services

Policy

Policy Title School Schedule Updates	Reference
Policy No. CCCAP-11	Effective Date September 1 st , 2013
	County Director Approval

Policy

Since school schedules are typically easy to obtain and apply to large population of children, the county is responsible for obtaining and updating school schedules.

Procedure

No later than August 10th of each year the Child Care Worker shall obtain and update the school schedule for each school age child from Kindergarten through 12th grade. The Child Care Worker shall obtain and update the school schedules for Head Starts and/or Preschools no later than September 1st. The county shall attempt to first obtain school schedules from either; the school websites or school employees, and subsequently the caretaker.

Signed by:

Paul L. Shiver

Chair, Rio Grande County Board of Commissioners

8-28-2013

Date