

Extra Innings



Extra Innings Program Manual 2026-2027

Location

Extra Innings is held on-site at Pleasantdale Elementary School, 8100 School Street, LaGrange, Illinois.

Admission

Any student enrolled in Pleasantdale School District 107, Kindergarten through eighth grade, may register for the Extra Innings Program.

Preschool registrations are allowed for morning preschool only we do not have the ability to do after care for preschool.

Days and Times of Operation

- Extra Innings operates its program to coincide with the Pleasantdale School District 107 School Calendar, running before and after school on Mondays through Fridays on days when school is in session.
- Extra Innings members will get a discount on services used for specified full day off school camps.
- Extra Innings before-school care begins at 6:45 AM and runs until classes begin. At this time, children who attend Pleasantdale Elementary will be sent to their assigned classroom lines on-site. Those who attend Pleasantdale Middle School will be transported by the school district's bus to the Middle School.
- Extra Innings after-school care begins at school dismissal time and ends promptly at 6:00 PM. Students who attend the elementary school will be accompanied to the program, while students from the middle school will be transported by the school district's bus.

Emergency Closings

No Extra Innings care will be provided when school is canceled or dismissed due to inclement weather or another emergency. In the event of a lockdown, parents/guardians will be contacted to pick up their child(ren) as soon as possible. If the parent/guardian is more than 15 minutes away from the school, the designated person will be called to pick up the child(ren).

Fees

- One-time (non-refundable) \$30 membership fee for the entire school year.
- AM Care \$19 daily or \$90 full week
- PM Care \$21 daily or \$100 full week
- AM/PM Care \$32 daily or \$150 full week

A 10% discount is offered for each additional child in the same family that is registered for the same day and time slot. The first child registered is charged full price, and any additional children can be registered using the additional child discount. There are no additional discounts for full-week care.

Day Off School Camps

A \$10 discount is available for Extra Innings Members. This is for the Day off School Camp only. See camps for more information. Day off School Camp is held at Pleasant Dale Park District and will go on a field trip each day of camp. The dates for these camps are: 10/22, 10/23, 11/3, 11/23, 11/24, 11/25, 1/4, 1/18, & 2/15.

Extended care for these camps is available at an additional cost. See daily rates above.

How to Register

For your convenience, all forms and payments are available online. The website is www.pdparks.org

You must first create a family profile if you haven't already.

The following forms must be completed once:

- Emergency Contact Information
- Parent Policies Signature Form
- Authorization for Pick Up (update as necessary by calling the front desk at 630-662-6220)
- General Waiver

Payment

Extra Innings is a prepay program, which means that payment must be made before the child may attend the program. Registration and payment must be submitted to the Park District at the Walker Park Rec Center by 8 PM on the **TUESDAY** of the week before care is provided. Payment may be made by cash, check, or credit card. **Please be aware of occasional Rec Center building closures, which may require registration before **Tuesday**. The deadline for online registration is midnight on **Tuesday**, the week before care is provided.

Administrative Fee

If a child is not registered by the above deadline, it will be at the park district's discretion to allow them into the program. A \$15 administrative fee will be charged if they are allowed to register.

Daily Drop Off

Daily drop-offs are not allowed. Extra innings is a pre-pay program. All late registrations will incur a \$15 charge for each late registration.

Late Pick Up

If you pick up your child after 6:05 PM, you will be assessed a **\$1 per minute Late Pick-Up Fee**. Extra Innings staff members will call authorized individuals, beginning with parents/guardian, when a child is not picked up by 6:00 PM. If no one has arrived by 6:30 PM, staff will contact the Willow Springs Police Department. If no one has arrived by 7:00 PM, the Police Department may take the child into protective custody until a parent is located. **IF A PARENT IS LATE THREE OR MORE TIMES TO PICK UP A CHILD, THE PARK DISTRICT MAY WITHDRAW THE CHILD FROM THE EXTRA INNINGS PROGRAM FOR THE REMAINDER OF THE SCHOOL YEAR.**

A credit card must be on file to pay for all late fees and/or late registrations

Drop Off and Pick Up Procedures

Before school care parents must come into the school building to sign in and leave their children. **No child will be allowed to sign in/out for the program themselves.** Please ring doorbell and scan QR code to sign in your child.

After-school care parents must come into the school building to pick up their children and sign them out for the day.

No child will be allowed to go with anyone who is not listed on the Authorization for Pick Up form.

A phone will be required to sign in and out of the program. A QR code is posted by the door, and you can save the shortcut on your device for future use. Full Names are required for both the child(ren) and adult picking up. You can fill out one form for siblings, including both or more names on the child's name line.

Program Expectations

Extra Innings offers safe, healthy before- and after-school care for students, allowing them to complete assigned homework. It also offers a variety of activities for children in attendance, including games, arts and crafts, sports, and social activities.

Parents can expect that:

- Children will be cared for in a safe and supportive environment
- The program will apply the most up-to-date guidelines and best practices as provided by the IDPH and all governing bodies
- Staff will exhibit professional conduct at all times
- Concerns about student's behavior or problems will be conveyed in private and will be kept confidential
- Staff are trained and certified in CPR and First Aid
- Parents will be informed of upcoming events

Extra Innings asks that Parents:

- Register before 8 PM on **Tuesday** (at Rec Center) or midnight **Tuesday** (online) before services are provided
- Keep your child home if they are sick or experiencing any symptoms of illness
- Pick up your child on time
- Keep your child's records up-to-date
- Inform Extra Innings staff of any changes in contact or emergency information
- Inform Extra Innings staff of any changes of pick up for the day and update in pick up patrol with the school.
- Contact Pleasant Dale Park District if your child will not attend Extra Innings on a scheduled day
- Inform Extra Innings of any food allergies

We want your child to have a positive, healthy, and fun experience while in our care, and we appreciate your involvement and cooperation.

Snacks and Food Allergies

Extra Innings will provide children with an after-care snack. Each snack will be individual and pre-sealed. If your child has a food allergy, you must indicate this on the appropriate registration forms. In the event of a food allergy, Extra Innings staff will work with you to provide an alternate healthy snack for your child. We ask that your child bring a refillable water bottle.

Medical Conditions/Medications/Medical Emergencies

Written consent from your doctor is needed in order for Extra Innings staff to monitor a child when he/she takes medication. This includes prescription medication as well as over the counter medication. Forms are available; please contact the Program Supervisor. Any medication that needs to be dispensed must be left in its original container in a bag with the child's name on it and with written instructions. The instructions should include information about whom to contact and any immediate action that needs to be taken should there be a reaction to the medication.

[Medication Dispensing Form](#)

[Inhaler & Auto Injector Form](#)

Please inform the Extra Innings staff of any special circumstances your child may possess. This information should also be noted on the Emergency Contact Information form.

If your child is ill or has a fever, do not bring him/her to Extra Innings. If your child becomes ill during Extra Innings, we will contact a parent and request that the parent pick up the child. If we cannot reach a parent, we will notify the individual listed as the emergency contact. **ONE PERSON LISTED MUST BE ABLE TO PICK UP THE CHILD WITHIN 15 MINUTES OF THE PHONE CALL.**

If your child is injured and requires more than just basic first aid, 911 will be contacted, and then we will contact a parent. If we cannot reach a parent, we will notify the individual listed as the emergency contact. We will arrange to have the injured child transported to the nearest hospital. Extra Innings employees are not permitted to transport an injured child in either a park or a personal vehicle. You will be responsible for any charges incurred for the transportation and the emergency medical treatment rendered.

Behavior and Discipline

Participation in the Extra Innings program is a privilege. Maintaining proper conduct while in the program is the joint responsibility of the students, parents and Extra Innings staff members. Program participants are expected to exhibit appropriate behavior at all times. The Extra Innings program reserves the right to develop additional rules as deemed necessary.

Park District Code of Conduct

To ensure enjoyable and safe programs for all participants, the Pleasant Dale Park District has developed a Code of Conduct for all participants. Participants are expected to always exhibit appropriate behavior, including:

- Show respect to all participants and staff.
- Take direction from staff.
- Refrain from using abusive or foul language.
- Refrain from causing bodily harm to self or others.
- Show respect for equipment, supplies, and facilities.

Additional rules may be developed for programs and athletic leagues as deemed necessary by staff. Failure to comply with this Code of Conduct may result in removal from the program or event without refund.

Extra Innings Behavior Management Plan

Expectations for Participants

- Keep hands and feet to self.
- Talk to others (participants and staff) with respect.
- Listen attentively when spoken to.
- Treat all park district material and property with care.
- Be safe while having fun.

Discipline Procedure

Our goal is to provide a safe, positive environment for all our students. Please understand that behavior that compromises our goal cannot be tolerated. Extra Innings staff members will use positive reinforcement for good behavior and will attempt to redirect negative behavior. Staff will not tolerate any bullying and will address it immediately. If a child is not obeying the rules, staff will initiate a "time out" period that will prevent the child from participating in activities. The duration will reflect the child's behavior and his/her age. Staff members will inform parents of "time out" periods and alert them to any negative behavior. If a child's behavior becomes disruptive to the group or endangers anyone, parents will be called and asked to pick up a child. After a third such incident, the child may be removed permanently or suspended from the program and no refund will be issued. Any suspensions will go along with regular attendance of the program for the child.

*In extreme cases of unacceptable behavior that is physically threatening to other participants or staff, the park district reserves the right to immediately remove a participant from a program. There will be a Zero Tolerance policy if there are any verbal threats or actions toward the physical well-being of other campers or staff. This behavior will result in

the immediate dismissal of the camper.

******No refunds will be issued if your camper has been removed from the program for disciplinary reasons ******.

Inappropriate Language

We have a “Zero Tolerance” policy for inappropriate language. Staff is advised to turn any language issues over to our Recreation Supervisor. If we cannot address this issue at the program level, parents will be notified to schedule a conference to determine further action.

Kidnap Alert/Court Orders

The parent must notify the Extra Innings staff or the Pleasant Dale Park District of any kidnapping concerns or active court orders.

If non-custodial parents cannot pick up a child from Extra Innings, this must be noted on the appropriate Extra Innings forms.

Contacting Extra Innings Staff

Extra Innings staff can be reached 6:45-9 am and 3:00-6:00 pm at (Alex) 630-841-4006 or (Sarah) 708-431-3733.

If you have any questions or concerns you may always call Sarah Carr, Recreation Supervisor at 630-662-6220 or 708-431-3733 or by email at scarr@pdparks.org