



What is Satellite?

Satellite is the contract agency for the City of Madison to provide Madison Accredited family child care. Satellite providers make a commitment to offering high-quality family child care that meets higher standards of care than required by either state or county regulations. Madison Accreditation Standards of high quality were developed by the City of Madison Office of Community Services to address those areas that define quality of care. Accreditation Standards establish guidelines for:

- Interactions and relationships between the provider & children, the parent & provider, and the provider & the community.
- The child care setting including safety, appropriate toys & equipment, and the arrangement of indoor/outdoor space.
- The daily program for children, including the schedule & routines, activities, and guidance.
- Supporting children's developmental needs including physical, intellectual, social, verbal and creative development.
- Health, Safety and nutrition.
- Business management and professionalism.

Satellite providers are screened and references checked when they become enrolled. Home visits are made at least once every quarter to enable consultants to monitor the quality of care and offer assistance where needed. Providers are required to complete 20 hours of training per year, including workshops sponsored by Satellite. Satellite providers are also required to maintain child care liability insurance for their business, and complete CPR certification. Providers are re-accredited annually. Re-accreditation includes parent evaluations, consultant observation and evaluation of the program, provider self-evaluation and setting goals for the next year.

Satellite offers Providers:

- **Home Visits.** Consultants monitor quality and provide technical assistance and support.
- **Professional Development.** Satellite provides at least 4 major trainings per year and a family child care conference.
- **Equipment.** Equipment loans to supplement your provider's equipment.
- **Respite.** Qualified staff are available to provide short-term relief care to allow the provider to maintain consistent hours of care while attending to personal or business needs.
- **Business Support.** Support includes information on record keeping, development of child care policies, child enrollment forms, and a Parent/Provider Agreement.
- **Enrollment and Referral Assistance.** Satellite assists providers in filling openings in their programs.
- **Support Groups.** To enable providers to find support they may need to discuss child care issues of interest to them. There are several support groups that meet monthly.

Satellite offers Families:

- **Madison Accredited Family Child Care Homes.** Satellite monitors and supports Madison Accredited providers who offer high-quality child care for all children.
- **Referrals.** Satellite assists parents in locating a Satellite Family Child Care home that will meet their needs.
- **Enrollment Assistance.** Satellite consultants contact parents at enrollment. This also allows parents the opportunity to ask specific questions about their new child care arrangements and Satellite.
- **Consultation and Information.** Satellite consultants are available to answer parents' questions.
- **A Newsletter.** Satellite publishes a newsletter for providers and parents three times per year.

Satellite Family Fees:

Satellite is supported through funding from the City of Madison as well as provider and parent fees. Fees make up a significant portion of Satellite's budget. Fees help maintain the parent and provider services that are so essential to high-quality care.

Families pay a one-time enrollment fee of \$20. This fee is non-refundable, and never needs to be repaid, even if a family enrolls another child in a Satellite home, or terminates and re-enrolls later.

Quarterly fees are charged based on the number of hours your child is in care. Quarters begin on the first of January, April, July and October. Parent fees are billed the end of each quarter.

Satellite fees are waived for families who are receiving child care funding or for those who meet City of Madison low-income guidelines. In order for fees to be waived, a "Request for Fee Agreement/Waiver" form must be completely filled out and signed by the parent.

There are no fees for families in care of a provider at the Affiliate level.

Quarterly Fee Rates: Parents are charged a quarterly parent membership fee based on the number of hours a child is in care. Fees for one child in care are:

10 hours or less per week	\$1.15 per week	\$15.00 per quarter
11-34 hours per week	\$1.70 per week	\$22.00 per quarter
35 hours or more per week	\$2.70 per week	\$35.00 per quarter

Quarterly fees for more than one child in care from the same family are charged at 50% of the rate for the first child.

Find out more on our website:
www.satellitefcc.com