

BACK - UP CARE



Back-Up Child Care Fact Sheet Hogan Lovells Emergency Child Care Center

Location	555 13 th Street NW Washington, DC 20004
Phone/Fax/Email	202-637-8650 (phone), 202-637-5910 (fax) hoganlovells@brighthorizons.com
Days of Operation	Monday – Friday, Saturday, Most Holidays
Hours of Operation	8:15 a.m. – 6:00 p.m. (M-F) 9:00 a.m. – 5:00 p.m. (Sat. & Holidays)
Ages Served	2 months through 12 years
Registration	There are two ways to begin the registration process: online at www.brighthorizons.com/back-up or contact the center to receive registration materials by mail, fax, or email.
Reservations & Tours	Please contact the center to arrange a tour. Your child must be registered before using the center. Reservations can be requested via the center by phone or email or online at www.brighthorizons.com/back-up . Reservations can be made as early as 30 days in advance or by 7:00 a.m. on the intended day of use. Saturday and Holiday reservations must be made by 6:00 p.m. on the Friday preceding the intended day of care.
Lunch/Snacks	Parents provide lunch. The center provides two nutritious snacks.
Staffing	Staff is experienced in early childhood education and is fully trained in all security procedures.
Security Features	The center is equipped with a secure entryway and has extensive evacuation policies and procedures.