

The After School Program at Greene Street Friends School

The Mission and the Vision

The After School Program (ASP) strives to:

- Provide a safe and fun environment
- Respond to and develop programming based on students' interests and curiosities
- Engage students in both teacher-led activities and student-led exploration
- Help students develop new skills
- Foster creativity, teamwork, and problem-solving skills
- Model the values of stewardship, peace, respect, humility, friendship and honesty

Daily Schedule

3:00 School Dismissal

3:00 to 3:15 Arrival at ASP, Attendance and Announcements

3:15 to 4:05 **Let's Move**

This is the time for our students to move and stretch their bodies through outdoor play. In inclement weather, teacher-led games and activities take place in the gym, music room, and within our ASP space. During this first portion of our program, we also offer the option of a quiet homework room.

4:05 to 4:20 **Let's Eat**

At this time, students are offered a healthy and wholesome snack.

4:20 to 5:30 **Let's Explore and Learn**

During this time, students are given the choice to take part in the teacher-led activities or take part in self-guided exploration in our Free Art area, Building Area or select a book to read. A quiet homework room is available for students. Parents/Caregivers can let the ASP Director know if they want to require that their student join the homework room.

5:30 to 6:00 **Let's Wind Down**

Our day ends with a **Wind Down** period of either quiet indoor games and activities or, weather permitting, outdoor play.

* Students in **Pre-K and Kindergarten** have their own area within our After School Space. They follow the same theme and basic schedule as the older students but engage in activities geared towards their age, interests and abilities. Their activities are often shorter with more time for child-directed play.

Pick-Up Policy

All children must be picked up and signed out by 6:00 p.m. A fee of \$1 per minute will be charged for any child not picked up by 6:00 p.m. Late fees will be strongly enforced. Excessive violation of this policy (more than 3 late pick-ups of more than 15 minutes) will result in temporary suspension of program privileges.

Note: The After School Program strives to provide a nourishing and engaging environment. Candy and gum are not permitted during the program, except when a part of a special celebration. Computer time will be limited except those using the internet for homework or special ASP projects, and no handheld video games or cell phone are allowed.

Fees

****The After School Program is now billed through Smart Tuition****

Please note all After School Program charges (including the registration fee) will be billed and paid on-line through Smart Tuition. An initial registration fee of \$30 is required for any student attending the After School Program. This fee will be billed and paid on-line through Smart Tuition beginning with your September invoice in Smart Tuition. Please complete the registration form and submit by August 23. You can scan and email it to Amy Fiske at afiske@greenestreetfriends.org. You can fax it to the attention of Amy Fiske at 215-438-1121. Or you can mail it to:

Do not send in payments with your registration.

Greene Street Friends School
The After School Program Billing
5511 Greene Street
Philadelphia, PA 19144

Full Year Contract Rates and Policies (Now billed through Smart Tuition)

	<u>Annual Cost</u>	<u>Monthly Installment</u>
5 Days with 4:00 p.m. Pick-Up	\$1440	\$160
5 Days with 6:00 p.m. Pick-Up	\$3,375	\$375

Early Dismissal Days are included in a full year contract, though Full Days are not.

Contract changes must be submitted to the Business Office using the Revised Contract Form. Changes to your contract, whether upgrading or downgrading your plan, can only occur at two points in the year:

- By November 15 for the Winter Period (December 1 to February 28)
- By February 15 for the Spring Period (March 1 to the end of the year)

If you must reduce the number of attendance days at any other time, charges for all days, including those already attended, will be recalculated at the full **Drop-In Rate**. There is no credit for missed days.

Drop-In Rates and Policies

	<u>Price Per Day</u>
4:00 p.m. Pick-Up	\$9.50
6:00 p.m. Pick-Up	\$27.50

Early Dismissal Days and Vacation Care are not covered by the Drop-In rate. See below for these rates.

Early Dismissal Days and Vacation Care Rates and Policies

	<u>Price Per Day</u>
Early Dismissal Days	\$30
Full Day	\$55

Please see the school calendar for the exact dates for Early Dismissal Days and Full Days of ASP.

Questions? Please call Amy Fiske, Director of The After School Program, 215-438-7004 or afiske@greenestreetfriends.org. If you have any questions regarding a bill, please contact Amy within 30 days of your statement date. We will not be able to make adjustments after 30 days.

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Registration and Renewal Registration 2018-2019

I agree to enroll the following children in The After School Program:

Child's Name: _____ Age: _____ DOB: _____ Grade: _____
Child's Name: _____ Age: _____ DOB: _____ Grade: _____

I would like a Full Year Contract. (Select one below)

	<u>Annual Cost</u>	<u>Monthly Installment</u>
_____ 5 Days with 4:00 p.m. Pick-Up	\$1,440	\$160 (9 payments)
_____ 5 Days with 6:00 p.m. Pick-Up	\$3,375	\$375 (9 payments)

- OR -

I would like to register my child, and be billed the Drop-In rate for each day he/she attends each month.

_____ Drop in Billing

	<u>Price Per Day</u>
4:00 p.m. Pick-Up	\$ 9.50
6:00 p.m. Pick-Up	\$27.50
Early Dismissal Days	\$30.00
Vacation Care Days	\$55.00

If registering for a Full Year Contract, please note that a registration fee of \$30 and your first monthly installment will be added to your Smart Tuition account with your September invoice. Your signed contract is due by August 23, 2018. You can email, fax or mail it.

If registering for Drop-In billing, please note that a registration fee of \$30 will be added to your Smart Tuition account with your September invoice. Your signed contract is due by August 23, 2018. You can email, fax or mail it.

Contract changes must be submitted using the Revised Contract Form. Changes to your contract, whether upgrading or downgrading your plan, can only occur at two points in the year:

- *By November 15 for the Winter Period (December 1 to February 28)*
- *By February 15 for the Spring Period (March 1 to the end of the year)*

If you must reduce the number of attendance days at any other time, charges for all days, including those already attended, will be recalculated at the full Drop-In rate. There is no credit for missed days.

I have read The After School Program information sheet, as well as the payment and pick-up policies, and I agree to all terms.

Parent/Guardian Signature Date

The After School Program at Greene Street Friends School

Child's Name _____ Age _____ DOB _____ Grade _____

Does your child have any allergies or medical concerns? If yes, please explain.

Will your child take any medications during The After School Program hours? If yes, please explain.

Does your child have any dietary restrictions? If yes, please explain.

Primary Emergency Contact between 3:00 p.m. and 6:00 p.m.

Name _____

Relationship to Child _____

Address _____

Phone _____ Phone _____ Email _____

Second Emergency Contact between 3:00 p.m. and 6:00 p.m.

Name _____

Relationship to Child _____

Address _____

Phone _____ Phone _____ Email _____

I authorize the following people to pick up my child from The After School Program. I understand these people will be expected to follow all The After School Program procedures. I also agree to notify the After School Program staff **IN WRITING** if my child is to be picked up by someone other than those listed below.

1. Name _____
Address _____
Phone _____ Phone _____
2. Name _____
Address _____
Phone _____ Phone _____
3. Name _____
Address _____
Phone _____ Phone _____