

God's Kids Afterschool Program

2011-2012 School Year

A nurturing Christian outreach program of Gethsemane United Methodist Church

We welcome you to God's Kids! We are in our 12th year of sharing time with elementary-aged children. Our staff and support committee continuously review our program activities and policies. We reserve the right to make changes in the following information. We appreciate your patronage and understanding in working with us.

The program will begin on Thursday, August 25. Our hours of operation are from 2:00 pm to 6:00 pm, Monday through Friday. We focus on children in kindergarten through seventh grade, with some flexibility. We primarily serve children from Northern Elementary School, but we can accept students from Northern Middle School.

Transportation from School

Children will be transported from school by the regular school bus. Please check with your child's school and follow their guidelines for arranging for the bus to bring them to Gethsemane U.M.C. – God's Kids Afterschool Program.

Activities

We have a variety of both indoor and outdoor games & activities for different skill levels. We have all sorts of supplies for drawing, coloring, painting, etc. We have plenty of books available for your child to exercise their reading skills. We strive to incorporate games and activities that reinforce the skills that are taught in school such as arithmetic, reading, and problem-solving.

We look forward to having your child in our program and will make every effort to make your child's experience with us a very positive one.

Daily Schedule

The school buses arrive and the children will be greeted and escorted inside. *****For your child's security it is important that you notify us in advance when your child will be absent.***** Attendance will be taken daily. You may call and leave a message at **643-3519 or 549-6335**. If we are expecting your child and we don't hear otherwise from you, we will attempt to call you and at least leave a message that your child did not get off the bus.

The children are allowed to put their belongings in their cubby. They are then encouraged to go to the restroom and wash their hands. An afternoon snack is then served. **Please encourage your child to participate in this Snack & Social time.** We discuss anything important such as special announcements, listen to a short Bible story, current events, school or family events, and occasionally *how to be helpful to Parents.*

After snack time, children are given time to do homework. **We encourage all of the children to work or read quietly until about 4 pm.** We are available to assist with homework, but **ultimate responsibility for completion and understanding of assigned work lies with the students and their parents.**

When the majority of students are finished with homework, children are allowed to play or do other activities that interest them. On Friday, or the last day of the school week, we watch a movie while enjoying Popcorn and Soft Drinks. Sometimes we plan another type of special event. This change in our routine allows our staff to clean and prepare our "shared space" for use by other groups for Sunday School or other meetings on weekends.

Lastly, we will document daily the time your child is picked up and by whom. **We will only release your child to those persons designated by you on the Registration Form.** We reserve the right to ask for identification from anyone.

***** Fees *****

There is a \$30 non-refundable registration fee per family per school year. **TUITION FEES ARE DUE ON THE FIRST DAY OF THE WEEK.**

Full time tuition is \$45 per week for one child. For 2 or more children full time tuition is \$40 per week per child. A child who will be attending at least 4 days every week will be considered full time. There will be no special reduction in fees for 6th or 7th grade students.

Tuition is due each Monday unless your child is absent. Tuition will then be due on the first day of attendance that week. Tuition is due in full regardless of the number of days your child is in attendance. This is to insure that your child remains enrolled and to cover operating expenses incurred whether or not your child attends.

Part time care is available, but it is very important that we know at the beginning of the week what days your child will attend and payment must be received on the first day your child attends on that week. A child who will be attending regularly 3 days or less every week will be considered Part time and will be charged a daily rate of \$10 per day. This amount needs to be paid at the beginning of the week to cover all days needed. These fees are to cover operating expenses incurred whether or not your child attends and are NOT refundable due to absence or sickness.

Holidays and Teacher Workdays

Please consult the Guilford County Schools Academic Calendar for 2011-2012 for all information on Holidays, Teacher Workdays, and Early Release days. A copy is available from us. We also refer to the GCS website -- www.gcsnc.com -- for updates throughout the school year.

We will be **CLOSED** on *most* of the holidays that are only 1 or 2 days. But we will assess your childcare needs a few days prior to each holiday. God's Kids will likely be CLOSED December 26-30 for Christmas and April 6-9 for Easter. For any days that are holidays, Teacher Workdays or Inclement Weather days, there will be an **additional fee of \$8 per day per child.** Our all day hours are from 7:30 am to 6:00 pm.

Inclement Weather/Early Release Days: There will be an additional fee of \$8 per child on full days due to inclement weather (snow, hurricane, severe storms) when schools are closed. This fee can be added to the following week's tuition. We will open early on any Early Release days. When this occurs the rate for the day will be \$3 more than the usual rate. **Please keep in touch with us by phone to determine our OPEN or CLOSED status on any of these days.**

Late Fees/Returned Check Fees: If you foresee being late paying your fee, please discuss arrangements with the director of the program. A late fee of \$5 will be charged if the weekly tuition is later than closing on the Friday of the week of attendance without payment.

If you will be late picking up your child, **please call us at 643-3519 or 549-6335 to let us know.** Children must be picked up by 6 pm or a late charge of \$5 will be added for every 5 minutes our teachers have to wait.

Returned Checks: There will be a **\$30 service charge** plus payment for any other charges incurred.

Tax Statement: A year end payment statement will be given to each parent or guardian for tax purposes.

♥ Illness and Accidents ♥

As stated earlier, **please let us know if your child will be absent due to illness or for any other reason.** Please make certain that we always have **your current phone numbers** so that we can successfully contact you if there is an emergency. If your child gets sick while at God's Kids Afterschool Program, we will call the designated parent or guardian to come pick the child up. In the event of a minor accident, first-aid will be administered by the Director or other Adult Group Leader. All staff members are **CPR/AED** certified and are trained in **First-Aid**. In the event of a very serious condition, the parent or guardian will be notified immediately. If there is a life threatening situation, 911 will be called followed by the parent or guardian. The parent or guardian is solely responsible for any and all medical payments including ambulance service.

😊 Discipline 😊

We have Rules of Conduct which are posted and always available for review. We also post and use the Ten Commandments. If you would like a copy of the Rules or the Ten Commandments please feel free to ask for one. Discipline procedures are as follows:

- 1st Offense – Verbal Warning
- 2nd Offense – Time-out
- 3rd Offense – Parent/Teacher Conference to be held
when the child is picked up.

We do not foresee any problems and will encourage and reward positive behavior. However, in the event of serious or repeated misbehavior, a parent or guardian will be called to pick up the child. As a last resort, you may be asked to withdraw your child from our program.

Safe Sanctuaries Policy & Security

Gethsemane United Methodist Church has published and posted our policy with regard to all church activities being safe for children. Our policy is posted near entrances to our building and is always available for anyone to view. This insures that your children will be kept in a caring, Christian environment.

Additionally, as a Security measure, we have a combination lock on the church door that the Parents should use to enter our building. You may give the code to the door to anyone that you trust to pick up your child. This code is subject to change.

For your child's safety & security when we are here on a Teacher Workday or Holiday, a parent or guardian must walk the child to the Afterschool Room. Please do not allow children to enter the building alone. Additionally, please be sure that we know when you pick your child up.

Personal Belongings & Electronics

Ultimate responsibility for personal belongings lies with the owner and parents or guardians. We will respect your child's belongings. However, we recommend minimal use of electronic equipment – Game Boys, Ipods, MP3 players, DVD players, etc. – only when your child is here all day. It must be the child's responsibility to keep the items in a safe place (their cubby) when not in use. We recommend that all contents of your child's cubby be taken home daily.

Ask a Parent: We would like you to feel free to ask our parent representative on our Afterschool Committee for an opinion of our program. She is Shelly Henning and she can be reached at 643-1501 or 706-1966.

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Our staff looks forward to providing the best possible experience for your child during his or her time with Gethsemane U.M.C. God's Kids Afterschool Program. Our primary concern is to provide a safe and stable environment for them while they are away from you. Please call us if you have any questions or concerns at any time.

Our phone numbers are
643-3519 or 549-6335.

Thank you for your interest and support!

Gloria Mahaffey, Director
Jessica VanHecke, Program Assistant

Rev. J. Roy Ward, Pastor

We appreciate your support!

*** Check us out on the church's website:
www.gethsemaneumc.com ***

Ask about our [Facebook](#) page!