



Kid's Club

2020-2021

Wednesday, September 9 - Tuesday, June 15

Parent Information

Snacks:

- Snack is not provided. Please pack a snack for after school. NO NUT PRODUCTS OR CANDY. Please provide label with snack for allergy purposes. Healthy snacks are suggested. Please make your child aware of their Kid's Club snack so they save it for after school.

Registration:

- The registration form and monthly calendars will be available upon request. Please email Jennifer Kiss at jkiss@nativityofmaryschool.org Registration will be limited to 6 children per class, and will be taken in the order of email received.
- If not pre-registered or pre-paid, same day stay is only for emergencies. Walk-ins will not be accepted. If a spot was not reserved through the monthly calendar process, but care is needed, please call the school office to determine space availability. Same day payment will be required.

Summary of Phone and Address information:

Information on the Program:

Email Jennifer Kiss at jkiss@nativityofmaryschool.org

Scheduling Last Minute Emergency Care:

School Office, 633-7441 ext. 301

To reach Kid's Club during after school care hours,
call 633-7441 ext.325



**NATIVITY OF THE BLESSED VIRGIN MARY SCHOOL
2020-2021**

KID'S CLUB

After School Care Procedures

Kid's Club will be held in the cafeteria and Library.

*Children and teachers will be required to wear a mask during the Kid's Club program. Mask breaks will be taken every hour.

*Children will be limited to 4 to a group for play. Groups will be kept to grade level and/or siblings.

*All plastic toys and board games will be washed throughout and after Kid's Club. Any crafts made will go home. No toys from home will be permitted.

*Please keep a set of pencils and coloring supplies in your child's backpack for Kid's Club.

*Children will have snack (provided from home) socially distanced as masks will be removed. Teachers will collect garbage and clean tables.

*Pick up will be held at the front door of the school. Please drive through the pick up line in front of the school and stop in front of the cafeteria windows (a cone will be set up). Beep your horn and roll down your window. Please stay in your car. A teacher will come to the window, identify you and bring your child to the front door. Please allow us a few weeks to become familiar with you and your vehicle. Your patience is greatly appreciated.

*Please do not hesitate to contact Jennifer Kiss for further information, questions or concerns. Jennifer can be reached by email jkiss@nativityofmaryschool.org We look forward to working with you and your children this school year.

Sincerely,
Kid's Club Staff

Attendance and Payment:

- Registration forms are required and must be on file by the first attendance date. This form provides our staff with vital contact and emergency information. Parents are required to register every year. Monthly pre-registration is required. There is a limit to the number of participants each day.
- Registered families will receive monthly calendars on the second last Wednesday of the current month with reserve care days and pick-up times for the upcoming month. Please edit the calendar days and times as needed, as well as payment due according to changes made.
- The completed calendar and pre-payment is to be returned to School by the last Wednesday of the current month (i.e. October's calendar is due on the 30th of September).
- Full payment must be returned with the calendar to reserve your space for registered days.
- A "No pay, No stay" policy will be in effect. Future attendance will not be allowed until the family account is current.
- Credits will only be given for student absence. This credit will be applied to the following month.
- Place edited calendar and exact amount of payment due (cash or check payable to Nativity of Mary School) directly into an envelope and seal it. Return it to school addressed "Kid's Club". There will be no change available. Kid's Club staff will not directly handle any payments.
- The cost per day is \$7 until 4:00pm, \$10 until 4:30pm and \$13 until 5:30pm. Additional children from the same family receive a discount if staying until 4:30pm or 5:30pm.
- The program ends at 5:30pm! An additional \$10 fee will be added for parents who pick up late (after 5:30pm). Late fees that are not paid will fall under the "No pay, No stay" policy.