

**MOST PRECIOUS BLOOD
SCHOOL-AGE PROGRAM
2011-2012 BACK TO SCHOOL NEWS**

IMPORTANT PAPERWORK

Dear parents, we would like to welcome you to The Most Precious Blood School-Age Program for the 2011-2012 School Year! The packet you have just received contains paperwork that needs to be returned to the ELC no later than Friday, August 12th. If your paperwork is not turned in by this date, your child will not be guaranteed a space in our program. We also ask that the \$50.00 Annual Material Fee (per child) be paid. The School-Age Program will begin on **August 23rd**. Also included in the packet is our new SAP Tuition Schedule/Rates for the 2011-2012 School Year.

DATES TO REMEMBER

Tues. Aug 23rd	After school care begins
Mon. Sept. 5 th	Closed for Labor Day Holiday
Fri. Sept. 9 th	Parent's Night Out

STAFF UPDATE

A great many thanks to Ms. Stephanie, Ms. Erin, Ms. Paige, Ms. Charlotte and Mr. Austin for helping with our summer camp program. We will definitely miss their help during the upcoming school year!

BILLING

We will be continuing with the same school year billing process. You will receive a bill around the first of the month for days attended the previous month. Payment will be due 10 days following the bill date. The billing date will be posted in the upper right-hand corner of your bill.

IMPORTANT INFO.

Sign In/Out Book...Signing your child in & out is required by Human Services. Please do not forget to sign in or out each day. We realize that parents are not available to check their children in after school so we have enclosed a sign in/out authorization form. This gives your child permission to check himself/herself in. When the children check in with the teacher and their name is put on our dry erase board they are considered checked in. Also, if your child is not signed out, they will be billed for the \$15 charge.

Message Board...If someone else is picking up your child please let us know by calling or sending a note, so that we can write it on the Message Board. A photo I.D. will be required when someone new is picking up your child. If your child is going to an after school function and this requires him/her to leave SAP on their own, they need a note stating the facts as well as your signature (for your child's safety). An adult must sign your child in and out any time they leave SAP.

Late pick up...MPBELC closes daily at 6:00 p.m. Please have your child picked up by then or you will be charged a late fee. The late fee is \$1.00 per minute, per child (payable immediately to teacher in charge). Please be considerate of our staff & pick up your child on time.

NEWS

We are extremely excited to re-start the School-Age Program ("SAP") this fall! We have many fun things to share with your children. It is our goal to provide your child with many choices after school. At times you may come down the hall to what seems to be a chaotic environment; we prefer to call it "Organized Chaos!" After being in a controlled environment ALL DAY, we have found it is absolutely necessary for the children to be able to make choices... to feel like they have control of their lives. We will also be providing a snack daily. If your child feels like he/she needs more to eat, please feel free to send extra snacks for them for after school. We will also be going outside everyday for at least a few minutes. Please send a jacket, coat, and/or gloves (whatever is appropriate for the weather) everyday. You may also send a warmer set of clothes, if you feel it is necessary. We will also provide homework time. However, we usually leave it up to the kids to utilize it. If you are a parent of a fifth grader, you might want to consider the MPB Homework room.

NEWS CONT.

As you know, or will soon know, MPB School is closed or dismisses at noon on several days during the school year. On some of these days we try to plan field trips. It is absolutely necessary for your child to be signed-up for the field trips AHEAD of time and bring a sack lunch. The sign-up sheets will be posted on the SAP bulletin board in the SAP room-Room 6 at the Early Learning Center. If your child is not signed-up ahead of time, they will not be permitted to attend the excursion with us, and they may not attend SAP that day. You will be notified and will need to pick up your child. Please understand that we must know in advance that your child will be attending on half days or no school days so we can plan and staff accordingly. We will post information and sign-up sheets at least one week in advance. Please check the bulletin boards in the ELC daily, as we often have important information posted. Also, please make sure to check whether your child will need lunch that day or if it is provided by the ELC.

The SAP teachers will do all they can to provide a fun and safe environment for the kids to play after school. In order to keep it safe for everyone, we expect a certain level of behavior from the kids. In the case of misbehavior or not following the rules, teachers will generally give a warning first; if the behavior is repeated, the child will be put in time-out; if the situation persists or is fairly serious, the child will be brought to the ELC office and a behavior report will be written up and sent home. After three behavior reports, we would need to consider if SAP is the right place for the child to be.

SAP/KINDERS DAILY SCHEDULE

3:10pm - 3:30pm
Arrive and Enjoy Snack
3:30pm - 4:15pm
Outside Play
4:15pm - 5:00pm
Homework, projects, crafts, games
5:00pm - 5:30pm
Group game indoors
5:30pm - 6:00p.m.
ELC playground or quiet activities inside

If you have any questions please feel free to stop in or call the Early Learning Center Office at 303-756-4252. As always, you are more than welcome to attend the field trips or observe. We are looking forward to an exciting year filled with many fun activities!

SAP Staff