

Beethoven Before & After School Program
2021-2022 Member Hand Book

The Beethoven Before & After School Program provides quality after school care for Beethoven K1 to 2nd grade students. We provide a safe, supervised environment for activities that include homework/reading time, arts & crafts, sports, games, and other activities. Activities are age appropriate and designed to meet students' physical, intellectual, and emotional needs.

HOURS - Before School: Students may be dropped at school beginning at 7:00 AM
Afterschool: Starting immediately afterschool until 5:30 PM

ENROLLMENT

Current Members- Current members are guaranteed placement for the next session if registrations are filled out completely by deadlines and tuition and fees are current.

Siblings of Current Members- Siblings of current members who are Ohrenberger/Beethoven students will be admitted automatically under the conditions described above.

New Members- New members will be admitted as space allows on a first-come first-serve basis. Registration forms and applicable tuition and fees must be paid.

TUITION

All fees will be paid by the last Friday of each week. Billing is scheduled for school days only. Holidays and weather cancellations will not be billed. Please note, students cannot attend if payment is not current. Example, if you have an outstanding bill for September your child will not be able to participate in the afterschool program in October.
At this time, we only accept personal checks, cash, and money orders.

After School- Pick up 5:30 latest
Fees:

\$20.00 - 1 day
\$40.00 - 2 days
\$60.00 - 3 days
\$80.00 - 4 days
\$100.00 - 5 days

Before School- Drop off starting at 7:00am
Fees:

\$6.00 - 1 day
\$12.00 - 2 days
\$18.00 - 3 days
\$24.00 - 4 days
\$30.00 - 5 days

The Beethoven after school will begin the first day of school, Thursday September 5th, 2019. The last day of afterschool will be the last full day of school, Tuesday, June 17th, 2020. There will be no afterschool on the last two days of the school year.

*On early dismissal day students must be picked up by 3:30 pm (November 27th, 2019).

PROGRAM POLICIES

Communication-

Contact Susan Doughty for any questions or concerns regarding the Beethoven Before/After School Programs by e-mail at BeethovenAfterSchool@gmail.com

NONDISCRIMINATION POLICY

The Beethoven after school program does not discriminate on the basis of sex, race, color, national or ethnic origin in its admissions, educational policies, or otherwise in its operation or management.

MEMBER RESPONSIBILITIES

Code of Conduct-

All behaviors will be consistent with Beethoven School policies.

All members are expected to conduct themselves in a manner that respects the health, safety, and emotional well being of other members and the Beethoven community.

Inappropriate behavior and bullying are causes for termination from this program.

Members must tell the truth and display good conduct.

Members must respect school property and the property of others. Destroying or damaging property is not allowed. School property must be put away after use.

Indoor and outdoor equipment must be used safely, appropriately and cooperatively.

Members must remain in designated areas at all times unless accompanied by an adult.

Pick Up- Please pick up your children by 5:30 pm. Staff is not compensated after this time so we are forced to charge the following late fees:

- Pick-up after 5:30 pm will result in a \$1.00 fee for each minute thereafter.
- We may not be able to retain your child as a member if you are late for pick-up more than 3 times.

Communicable Disease- Please do not send a sick child to the Beethoven after school program. If you find out your child has a communicable disease after attending the Beethoven after school, please notify us immediately so we may notify any one who may have been exposed.

Information Changes for Members- Please notify us of any changes in the information on your child's emergency form, particularly emergency contact phone numbers. We have no access to information at the school office and we may need to contact you if there is an emergency or if some one else is picking up your child.

Medication- If your child needs to take any medications while attending after school, we will need to keep a copy of the prescription on file. Please contact the Program Coordinator regarding this matter.

Snacks- Snacks will be provided through the school, however you are welcome to pack your own if desired.

Thank you and I look forward to a wonderful year!

Susan Doughty
Program Coordinator