



Blooming Einsteins After School Enrichment Program

Parent's Handbook

We are so delighted you have selected Blooming Einsteins to meet your child's After School needs. At Blooming Einsteins, we strive to excel in providing exceptional care and educational enrichment of your child. We are a premiere after school enrichment center, fulfilling a need in our community for quality after school care.

At Blooming Einsteins, we have created an environment that is peaceful, safe, and enjoyable for every child, on a daily basis. Our primary goal is to help assist with learning, while providing an exciting atmosphere where each child has the opportunity to develop educationally, physically, emotionally, and socially.

After School Program Schedule and Hours

Our After School Enrichment Program runs in conjunction with Fort Mill School District (FMSD) school year, operating during the after school hours of 2:45 pm - 6:45 pm, Monday through Friday.

We will be closed for the 2017-2018 School Year on the following days:

- Labor Day: September 4th
- Thanksgiving Day and Friday after: November 23rd and 24th
- Christmas Day: December 25th
- New Year's Day: January 1st
- Good Friday: March 30th
- Memorial Day: May 28th

We will be open for the full day on the following days when the FMSD is not in session:

- August 21st (half day, will pick up at schools)
- October 30th
- November 22nd
- December 21st (half day, will pick up at schools)
- December 22nd
- December 26th- 29th
- January 2nd – 3rd
- January 15th
- February 19th
- April 2nd – 6th
- May 25th (half day, will pick up at schools)

Program Tuition:

Weekly automatic payment deduction is required through Tuition Express via direct payment. Program tuition will be automatically withdrawn from your account on a weekly basis. Your fees will be drafted from your account on Friday for the following week enrollment. All banking information is held confidential. Signing up for automatic payment is a great way to ensure you will not acquire late fees. Contact Sharronda Lee at the center for information on setting up automatic payments.

The tuition is \$90 weekly and the registration fee is \$75 per family. Full days will be charged at an additional rate of \$20/day. This will apply to all Fort Mill School District teacher workdays outlined above. The following exceptions have been made for the weeks that include half or full day care for holidays or days off, not observed by Blooming Einsteins:

November 20-24	\$90 (closed the 23 rd & 24 th)
December 18-22	\$90 (half day on the 21 st and full days on 22 nd)
December 25-29	\$170 (full day week, closed December 25 th)
January 1- 5	\$130(closed on January 1 st and full days on January 2 nd & 3 rd)
April 2-14	\$165 (full day week, closed on April 14 th)
May 23-25	\$90 (half day on the 25 th)

Please note: On half days, we will observe the hours of 11am-6:45pm.
On full days, we will observe the hours of 7 am - 6:45 pm.

A \$25 late fee will be enforced if payment is not made on time. Tuition is collected weekly, regardless of school closings (scheduled or unscheduled), or student absenteeism. If payment is late and is not received by Friday at 6:45 pm of the following week, Blooming Einsteins reserves the right to immediately refuse further child enrollment. Parents are responsible for all legal and collection fees sustained in the collection of any unpaid balance.

Late Pick-up

Our closing time is 6:45 pm. A five minute grace period will be given. If your child(ren) is/are not picked up after the grace period, a \$25/child late pick-up fee will be applied to your account for the time up to 7 pm. Please call Blooming Einsteins as soon as you are aware of the possibility of a late pick-up so we may plan accordingly.

Daily Program:

Upon arrival at our facility, your child will be given a snack, followed by homework time, as we are a homework-first facility. There will be several teachers available to assist with all required homework. All homework should be completed and each student’s folder checked by a teacher before students are allowed to participate in further programming.

Following the completion and checking of homework, there will be a planned enrichment activity for students to participate and engage in. The purpose of the five focus areas are to assist in exposing our students to important aspects of education and real-life that they may not have an opportunity to otherwise. We hope that through experiencing these five areas regularly, we will enhance your child’s education, development, and overall understanding of everyday life. Below is a more details explanation of each focus area and the planned day for enrichment.

Day of Week	Focus Area	Explanation
Monday	Culture and Language	We will immerse ourselves in the language and customs of different geographical areas of the world
Tuesday	STEM	We will incorporate one of the STEM concepts; activities and speakers
Wednesday	The Arts	We will follow the timeline of Art History for a brief lesson and will learn about and create art using mixed mediums – music, theater, literature, and fine arts
Thursday	Health and Wellness	We will work on skill building exercises and learn about various sports while keeping a focus on health and nutrition.
Friday	Character Building/Community Engagement	We will work on building ourselves and one another up, through various tactics and exercises. We also will use Fridays to help out and learn more about our community.

*Blooming Einsteins reserves the right to adjust the daily schedule.

Upon the completion of enrichment exercises, students will be allowed organized free-time until pick-up. We have a gym and a large outdoor space for various types of activities, in addition to special centers.

Staffing:

Blooming Einsteins is not staffed to serve children who need one-on-one direct care. We do our best to maintain a child to staff ratio of 15 to 1 at all times. All children who attend Blooming Einsteins must be able to use the toilet without assistance.

Behavior:

Students will be required to abide by the Blooming Einsteins policies and procedures to ensure that each participant remains safe. We are a non-corporal punishment facility. In most cases when discipline is needed, we believe in redirection or diversion. If the previous measures become ineffective, we will notify parents. If poor behavior continues, a conference with parents will be held to discuss the behavior and positive methods to promote more appropriate behavior at our school. If behavior does not improve, the student will receive a one day suspension from the program. As a last resort for behavior that does not show any signs of improvement, the student will be removed from the program.

Fighting of any kind will not be tolerated and may result in an automatic one day suspension. This may include intentional hitting, punching, kicking, biting, swearing, or bullying. Gossiping about students and/or their families is also prohibited and may result in suspension. We can assure you that safety of all our students physical, emotional, and social needs are our priority.

Health Precautions:

If a child becomes sick while at school parents/guardian/emergency contacts will be called to pick him up. Children must be free from any communicable disease, and/or fever for 24 hours before returning to the center.

Children must be kept at home if any of the following symptoms appear: temperature at 101.5 F or above, diarrhea, vomiting, rash, colored nasal discharge, discharging eyes or ears, or conjunctivitis. Parents should exercise every precaution and keep the child at home. Please, no exceptions.

Early Withdrawal:

A two-week notice of withdrawal in writing is required for all children. Failure to provide a withdrawal notice will result in up to two weeks merit of tuition.

Blooming Einsteins reserves the rights to discharge any child/family for failure to pay tuition or for unmanageable or disruptive behavior that brings harm or continued disruption to the staff and other children.

Agreement and Acknowledgement:

I have read the above information provided in this After School Parent Handbook for the 2017- 2018 School Year. I understand and I agree to follow all policies and procedures of Blooming Einsteins.

Child's Name

Parent Signature

Date

*This page will be placed in your child's file. Please keep the handbook for your reference. Thank you.