

2011-2012

Dear Northstar Parents,

I hope that the letter finds you all well. I am happy to inform you that Northstar will continue to have the Extended Care Program during the 2011-2012 school year.

The program will be very similar to this year's set up. We will continue the program having a rotating schedule in the afternoons. Children will rotate between 3 rooms/stations during the course of the afternoon session. The rotations will include a math/social studies homework class, a Language arts/science homework class, and recreation time.

The rotations will run each afternoon from 3:15-5:15 and from 5:15-6:00; the children will be in the gym or classroom for pick-up. There will still be a daily snack time (healthy) from 3:00-3:15. On Fridays (1:30-6:00), the children will be divided into 2 groups and will switch between movie time and recreation/game time. We will plan to take a field trip once every two or three months on Friday afternoons.

The Extended Care Program will be under the supervision of Mrs. Carson with the help of Mrs. Walker. One of us will be present each day so that all questions, comments, or concerns can be communicated directly to us.

There will be 3 main choices for signing up/payment options.

They are:

FULL TIME (Monday-Friday) \$400

PART TIME \$25 per day

FRIDAYS ONLY \$35

DAILY DROP INS \$30

***If you have a special circumstance (ex. you need only one hour per week or 30 minutes each afternoon), please feel free to contact me and we can discuss it on an individual basis.

***If you sign up for part-time, you will be asked to choose the days you plan for your child to attend. If for some reason your child is not in the Extended Care program on the day that you have signed him/her up for; you WILL have the option of switching days WITHIN THAT week.(for staffing purposes, please give us notice ASAP) There WILL NOT be credits for missed days that are not made up.

***If for some reason, you pick your child up AFTER 6:00 pm, you will get a warning slip. After the first late slip, there will be a charge of \$15 for any pick up between 6:00-6:15, and a charge of \$30 for any pick up between 6:15-6:30. The fee will increase \$15 for every 15 minutes thereafter.

You will be mailed an invoice on a monthly basis for all Extended Care services.

Please find attached emergency contact forms, sign up forms and other important information. Please fill out and return back to school at your earliest convenience.

We are looking forward to a fun, safe, educational experience in this year's Extended Care program. Please feel free to contact me via email (rcarson@northstaracademy.net) if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Robyn", with a long, sweeping flourish extending to the right.

Mrs. Robyn Carson

Afterschool Emergency Contact Form
2011 - 2012

Student's Name _____
Birthdate _____
Current grade _____
Address _____

Mother's Name _____
Home telephone _____
Work telephone _____
Cellular or pager number _____

Father's Name _____
Home telephone _____
Work telephone _____
Cellular or pager number _____

Primary Physician's name and
number _____

Allergies _____

In case of an emergency, and parents/guardians cannot be
contacted, whom should we contact?

1. Emergency Contact
name/number _____

2. Emergency Contact name/number _____

I have read and understand all the information in the parent informational letter.

Parent Signature: _____

Date: _____

I would like to sign my child up for the following days in the Extended Care program at Northstar Academy.

_____ FULL TIME (MONDAY-FRIDAY) \$400 PER MONTH

_____ PART TIME (\$25 PER DAY) please check which days that you would like your child to attend.

Monday _____ Tuesday _____ Wednesday _____ Thursday _____

*** I understand that I am able to switch days within the same week, but that I will not be credited for any missed days.

Parent initials _____

_____ FRIDAYS ONLY (\$35 PER FRIDAY)

_____ DAILY DROP INS (\$30 PER DAY)

CHILD'S NAME: _____

CHILD'S GRADE: _____

PARENT NAME: _____

PHONE NUMBERS: _____
