

Northern Liberties Recreation Center

321 Fairmount Avenue
Philadelphia, PA 19123
Phone 215.686.1785
nolibrec@gmail.com
NoLibs Rec on facebook

After School Program 2016-2017 Information (as of 9-26-16)

Hours

- Dismissal until 6PM from September 7th thru June 21st. *See below for Kindergarteners.
- This is strictly an *After School* Program. If your child does not attend school for any particular reason, then your child is not permitted to attend the After School Program on that day.
- We adhere to BOTH the Philadelphia School District Calendar and Frankford Friends School Calendar for days off and early dismissals.
 - a. http://www.philasd.org/calendar/2016_2017/
 - b. <http://frankfordfriends.org/wp-content/uploads/2015/06/FFSCalendar2016-2017.pdf>

Ages

- Kindergarten thru 8th grade
- *If your child is in Kindergarten, please try to get here by 5:00pm at the latest. Oftentimes, kindergarteners are very tired and find it difficult to survive the long day. If your kindergartener displays this kind of behavior, we may recommend that you find a day care that can accommodate napping to better suit your kindergartener.

Registration

- Non-refundable deposit of \$90 is due at time of registration with completed registration form.
- This fee is applied towards the yearly fee or monthly fee.
- Registration form is not complete unless ALL releases are signed.

Fees

- The fee options are: \$600/entire school year due by September 30th OR \$90/month (to be paid monthly Sept thru May) due on 1st of the month.
- **We will charge a late fee of \$25 per month if monthly payment is received after the 15th of the month.**
- We accept credit card payments and checks/money orders made payable to "Northern Liberties AC". We do not accept cash payments.
- If for whatever reason, your check bounces, you will be responsible for any fees we incur.
- If you bounce more than one check, we will only accept payment in the form of credit card and money order from that point forward.

Communication

- Please use nolibasp@gmail.com for **ALL AFTER SCHOOL COMMUNICATION.**
- You must email us if your child is not going to attend the program for any reason.
- If you are going to have a NEW person come to pick up your child, email us with full name and cell phone #.
- We also use the REMIND app for text alerts. Please text "@asp321" to "81010".

Cell Phones

- **ALL PHONES (and any other electronic devices) ARE NOT ALLOWED.**
- Our facility phone (215.686.1785) can be reached at all hours your child is in the After School Program.
- If brought to the facility, cell phones will be held for the duration for the day and will be returned to a parent/authorized escort only.

Personal Belongings

- **PERSONAL TOYS AND ELECTRONICS ARE NOT ALLOWED**, for they are easily damaged, lost, or stolen. If brought to the facility, they will be held for the duration for the day and will be returned to a parent/authorized escort only.
- The Recreation Facility is not responsible for lost, stolen, or damaged items. This includes cash.

Arrival

- Children will be walked from Kearny Elementary School at dismissal.
 - a. Children assemble inside the gates, across from the playground @ Kearny.
- Parents who register a child from any other school are responsible for transportation to the Recreation Center.
- Children must sign in upon arrival to the Rec.

Dismissal

- You are required to pick up your child by 6pm SHARP and sign out your child each day. We charge \$1 per minute for every minute past 6:10pm that you have not arrived to pick up your son/daughter. Your child will not be allowed to return to the program until late fee is PAID in FULL.
- Only **AUTHORIZED ESCORTS** will be able to sign out your child from the program. If someone else not on the approved list is going to pick up your child, you must notify us by giving written permission at nolibasp@gmail.com that he/she may sign out your child and escort your child home.
- Photo IDs will be checked!

Early Dismissal

- We will accommodate for SCHEDULED early dismissals for Philadelphia School District only.
- We will NOT accommodate for emergency early dismissals due to snow, lack of heat, etc. If by some miracle staff can get here safely for emergency early dismissal, we will alert you via email.

Homework Policy

- Children will be allotted 45-60 minutes for homework help each day. It is EVERY parent's responsibility to check all homework at home for completeness and correctness.
- Homework time is a quiet time, so children who are already finished need to respect that.
- If we are arranging for the children to do a special activity or go on a trip, we will let you know in advance if we will not be doing homework on that day.
- The Hundred Book Challenge, school projects and computer activities need to be completed at home.

Discipline

- Behavior not adhering to code of discipline may result in:
 - a. 1st offense: verbal warning or no participation in an activity
 - b. 2nd offense: discussion with parent
 - c. 3rd offense: written letter to parent and meeting
 - d. 4th offense: child will be removed from after school program
- Our facility upholds a Zero Tolerance Policy for
 - a. Physical violence to another participant or staff member
 - b. Proven theft
 - c. Proven possession of any weapon
- Unexpected situations may arise that may not fit the above parameters and we reserve the right to handle it the best way we see fit. We will do our very best to handle all situations fairly.
**** No refunds will be given to participants who are expelled due to discipline issues.****

Trips

- On occasion, we will schedule a bus trip for the After School Program Participants. You will be given advance warning and you will be asked to sign a permission slip.
- We may go on walking trips throughout the neighborhood. We will not always give you advance notice when we do this.

Water Bottles

- It is highly recommended that each child has a reusable/refillable plastic or stainless steel water bottle to use while at the After School Program.

I have read and understand all of the NoLibs After School Program Policies listed above. I have discussed these with my child/ren and our family will make every effort to follow them to assure a safe experience for all participants.

PARTICIPANT(S) NAME(S): _____

PARENT SIGNATURE: _____

DATE: _____

Thank You!