

**After School Rec Program Parent Information
2018-2019 School Year**



Steps to Register for Beekman Rec's After School Rec Program

1. Read over all related materials.
2. Complete the Arlington School District Transportation Form found here: http://www.beekmanrec.com/documents/transportation_form_customized.pdf and return it to your child's school (see deadlines below). In the case of St. Columba students, send it directly to Arlington School District Transportation Offices on 144 Todd Hill Road, LaGrangeville, NY 12540 by the deadline.
3. Complete 4 page Registration Packet and submit to Rec Office for processing found here: http://www.beekmanrec.com/forms/5981_registration_packet.pdf.
4. Once processed, we will email you a receipt for a FREE "After School Program" Membership. Then you MUST go online or come into the office to register for the days/dates that you want to reserve for your child.
5. Make payment one month prior to attendance or your child's spot will be released.

Fee Structure

We strive to offer a flexible program that meets the needs of as many families as possible

Fees	Beekman Residents		Non-residents		When you can reserve a spot Any time after your Registration Packet is processed by Rec staff	Payment Due Dates Payment is due the first DAY of the month, PRIOR TO the month being paid for
	By Due Date	After Due Date	By Due Date	After Due Date		
Monthly	\$200	\$225	\$225	\$250		
Weekly	\$60	\$75	\$75	\$90		
Daily	\$15	\$20	\$20	\$25		

Payment Schedule for those registering for full months

- Payment is due the first DAY of the month, PRIOR TO the month being paid for. Examples:

For the month of September	Payment due Aug. 1	Fees increase if payment is made after Due Dates
For the month of October	Payment due Sept. 1	
For the month of November	Payment due Oct. 1	
For the month of December	Payment due Nov. 1	
etc.		

- If payment is not made on time, your child's spot will be released

Dates

- We follow the Arlington School District Schedule
- We operate only when Arlington has FULL-Days of school
- We do not operate on half-days, if there are early closings, or if Arlington cancels after-school activities
- On some half days and ASD Holidays we offer a School's Out Camp Program
- There is no credit or refund for snow days or early closings

Transportation to the After School Program

- Vail Farm Elementary School and St. Columba families must request bussing by April 1
- Beekman Elementary School families must request bussing by Aug. 15
- The form to apply for transportation can be found here: http://www.beekmanrec.com/documents/transportation_form_customized.pdf



Pick up From the After School Program

- Children must be picked up at Rec Park by 6pm; there will be a late fee assessed to the family's account when a child is not picked up by 6pm
- Pick up must be by an adult authorized on the Registration Form who shows photo ID
- Any changes to those permitted to pick up a child must be in writing prior to pick up time
- If the group is NOT in the Community Center, a note will be on the door indicating where in Rec Park the group is located

Beekman Rec Mission Statement

The mission of the Town of Beekman Recreation & Parks Department is to provide recreational opportunities which will encourage a healthy and active lifestyle. We strive to promote lifelong leisure skills and to enhance the quality of life and sense of community for all residents of the Town of Beekman.

After School Program Goal

To offer a safe, friendly, fun, community oriented, active program for youth, after school until 6pm.



Values

To meet our mission and goals these are our values:

1. A caring environment: staff model, and children are guided, to be kind, considerate, caring and helpful
2. Personal responsibility: children are encouraged to care for their own belongings (with the guidance of caring staff) and control their own behavior
3. A balance of physical and quiet activity that meets the needs of each child
4. Outdoor activity: please have children bring clothes appropriate for outdoor play. For more on "Why Be Out There?" see: <https://www.nwf.org/~media/2F1A4D2E8B234D12AC61BF33EA01C9D1.ashx>, and for why dirt is good for kids see: <https://www.nrpa.org/blog/dirt-is-a-good-thing/>
5. Imaginative play: staff encourage children to guide their own play. For more on the importance of child guided imaginative play see: <http://pediatrics.aappublications.org/content/119/1/182.full>
6. Healthy snacks

Expectations of Parents

- Payment will be made one month in advance of registration dates
- Child's health information will be kept up to date; you will inform the staff of any changes
- Children with a fever or contagious illness must be kept home
- Parent, or parent designated adult as indicated on Registration Form, will come with photo ID and sign child out
- A phone call to 845-227-5783, prior to 3:00pm if your child is not coming to the program on a day they are registered
- Children will have outdoor clothing and all belongings will be labeled
- Children will be picked up on or before 6pm

Expectations of Children

- Children will conduct themselves in a courteous manner and use positive language
- Children will be honest
- Children will be considerate to each other and respectful to the staff
- Children will treat equipment and the park with care and discard their own garbage
- Children will not bring valuables or electronic equipment to the program
- Children will not use cell phones during the program; parents can reach the program at the numbers on the next page – please do not leave a message, if we do not pick up, just try again in short while
- Indoors, there will be no running, cart wheels, flips or throwing; but we will have time for that outside!
- Only 2 people will be in the restroom at a time
- Children will stay with the group



Discipline Policy

The staff will create a warm and caring atmosphere with established rules to ensure the emotional and physical safety of all. There will be consistent consequences to children who have difficulty following the rules that include, verbal warning, time out, exclusion from activity, parental consultation, early pick-up by parent, suspension and/or removal from the program without refund.

Homework Policy

Although homework is an important aspect of your child's after school routine, we do not require children to do their homework while in our recreational program. Our aim is to provide a safe, healthy place for children to socialize, exercise and have fun. If you wish your child to work on their homework, please let the staff know.



Daily Activity Schedule:

3:30-4:00: Community Center for arrival, bathrooms, snack, and group meeting

Children should come with a healthy snack and water.

4:00-5:00: Park for outdoor play - playgrounds or beyond – the phone may not reach us

5:00-6:00: Community Center for indoor time including table games, crafts, puzzles, books, homework

Communication and Important Numbers:

Recreation Office: 845-227-5783

After-School phone numbers:

Community Center: 845-223-7315

Playground: 845-223-6970

Recreation Director: recdirector@townofbeekmanny.us

Rec Assistant (billing questions): recassistant@townofbeekmanny.us

Activity Director (runs the program): activitiesdirector@townofbeekmanny.us

Any parent wishing to schedule a conference with any of the individuals above can call the Recreation Office to schedule an appointment at 2:30.

Staff are Mandated Reporters

All staff are mandated reporters; if they suspect a child is being abused, they are responsible for reporting the suspected abuse to authorities.