


Kids Club 2019 Policy Updates








To: Kids Club Families
From: Crystal Fletcher, Director of School-Age Child Care
Date: 6/12/19
Subject: Kids Club Updates

Hello and thank you for utilizing our program. The goal for our Kids Club program is to offer safe and consistent care to each child that attends any one of our nine programs. Therefore, together with our administration, the Kids Club program would like to introduce some changes for the 2019-20 school year. The biggest changes will affect our registration, scheduling and payments processes. Each change will help our office and onsite staff plan appropriately for ratios, space, staff and safety.

REGISTRATION:

-  **Registration Deadline:** In order to attend Kids Club during the first week of school (September 3-6, 2019), you must have your registration forms and payment to Barnes Early Childhood Center (20090 Morningside Dr.) by August 19, 2019. **You must also indicate if your child will be attending in the afternoon on the first day of school.**
- Registration forms* can be found at: <https://mi01000971.schoolwires.net/Page/1072>
*If you are a returning family, only three forms are needed. If you are a new family, all six forms are needed. **Please see the website regarding what forms need to be turned in.**

SCHEDULING:

-  Families will be able to choose the days they are in need of ahead of time. Families must stick to these days.
-  Any schedule changes will need to be requested one week in advance and will be granted if space allows.
-  All schedule changes are based on availability and must be requested through the Kids Club office, **NOT ON SITE.**
-  Families must register and pay for ½ days Kids Club one week prior to attendance.
-  Drop-In's are NOT permitted unless someone calls the Kids Club office (313-432-3067) to check availability. **Call the Kids Club Office between the hours of 8**






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am and 4 pm. For morning Kids Club drop-in's, you must email: fletchc@gpschools.org.
You will be notified by 6:30 am if space is available.

- Families can choose anywhere from 1 to 5 days to attend.

PAYMENTS:

-  Payments will be collected in advance based on the chosen schedule.
- Payments for each month will be due in full by the 1st of the month.
- As always, payments can be made online, by calling our billing office or by mailing a check/money order to the Kids Club office (20090 Morningside Dr., GPW, 48236).
-  Along with paying in advance for your usage, there will be no refunds given for not attending scheduled day(s). **However, days not used will be credited toward your next month.**
-  **SECURITY DEPOSIT** - The new fee for Security Deposit is \$100. (This is a \$150 decrease from previous years.)
-  **REGISTRATION FEE** - The Registration Fee will be \$50 per child. (The previous fee was \$75 per child.)
-  **DAILY RATES** - Our daily rates are changing. The new 2019-2020 Kids Club Daily Rates are as follows:
 - Monday AM (7am-9:05am) - \$9
 - Tuesday-Friday AM (7am-8:20am) - \$8
 - Monday-Friday PM (3:38pm-6:30pm) - \$11

The changes being made are implemented for the safety of our Kids Club students. In order to run our programs, we need to adhere to state laws and guidelines. Included in this is knowing ahead of time the exact number of students expected to arrive every day. Our state mandated teacher:student ratio is 1:18. Having schedules locked in will ensure that our students are safe, our program is fully equipped with supplies (food and otherwise) and that we are meeting our state mandated ratios.

Our goal is to keep all of our students safe. Although change is often difficult, we are confident that these policy updates will ensure safe and consistent care for all students in attendance. These new policies follow in line with other like districts. If you have any questions, please contact the Kids Club office at 313-432-3009 or via email at fletchc@gpschools.org.

Sincerely,

Crystal Fletcher
Director of School-Age Child Care
Grosse Pointe Public School System