



# ROSELLE PARK DISTRICT

555 W Bryn Mawr Ave Roselle, IL 60172 630-894-4200 [rparcs.org](http://rparcs.org)



## Club Kids: Program Information

The Club Kids Before and After School program is a cooperative effort between the Roselle Park District and partnering school districts: Roselle School District #12 and Keeneyville School District #20 conducted at Spring Hills and Waterbury Elementary Schools for the entire 2021-2022 school year.

The before school program operates daily from 6:30am until the start of school and the after-school program operates daily from the end of school until 6:00pm. For those enrolled in the after-school program, all early release and half days are included, and no separate registration is required. All participants are required to be registered for each day they are in attendance, bring their own snack and water to AM and PM care, and wear a facial covering for the duration of the program unless outside.

The Club Kids Program provides a safe, fun, and structured environment for kids before and after school. Club Kids is designed to help promote and engage children in a mix of fitness, socialization, and most of all, fun while being supervised by caring childcare staff during before and after school hours. The program includes a variety of group and individual activities including homework time, cards and board games, arts, crafts, and projects, cooperative activities, sports-related games, and outdoor play.

### Frequently Asked Questions?

#### What is the best option for my childcare needs?

The Club Kids program is designed to be flexible for the days and times you need care. Registration is completed per day/date for AM Care, PM Care, or BOTH AM/PM Care. If your AM Care needs for days are different than your PM Care needs as far as daily schedule for childcare, then selecting AM and PM to differentiate the days should be selected instead of BOTH. BOTH refers to AM and PM when the childcare for the morning and the afternoon falls on the same day.

#### When can my child start once he/she is registered?

Due to program minimums/maximums and guidelines for group sizes due to COVID-19, registration must be completed at least 8 days prior to the participants planned days/dates of attendance. Once registered you will receive a notification email to complete and/or update your child's ePACT. Your child's ePACT must be completed at 100% and each Club Kids participants ePACT must be complete prior to their first day of Club Kids. Participants will be denied access to Club Kids in the event their ePACT is not completed at 100%.

#### Where is the program located? Where does my child go after school?

Each school listed has an on-site room within the school for the Club Kids Program. Club Kids at Waterbury is held in the gymnasium and Club Kids at Spring Hills is held in the Multi-Purpose Room. Additional program locations within the school may be used due to group size guidelines due to COVID-19.

#### Where do I drop my child off on their first day?

Each Club Kids program has a designated door to use which will be labeled with a Club Kids sign. Additionally, each Club Kids program has a cell phone which you can call to access staff.

#### What do I do if my child is absent from school and not attending Club Kids? Who do I need to tell?

For AM care absences, staff does not need to be informed. For PM care absences, you should always inform school staff (school office and teacher,) if your child's schedule has changed, and you can leave a text or email the Club Kids staff.

#### Should I inform the school staff (office and/or teacher) that my child is enrolled in Club Kids?

For any child enrolled in PM Care, you should notify the school staff so they are aware of your child's after school schedule so they can ensure the child gets to Club Kids on their enrolled days and/or bus or pick-up line when not attending Club Kids.

#### Who runs the program at the school?

Club Kids programs are staffed by Roselle Park District childcare staff members who are all CPR and First Aid certified and have childcare experience within the Roselle Park District.



## Club Kids: Registration begins on July 1, 2021

### Registration Fees:

A one-time \$30 non-refundable registration fee will apply to the Club Kids program to cover the cost of individual supplies for your child for the duration of the school year. All fees are based on an hourly rate and incremented at a lower hourly rate when more days of care are needed within the same week.

	1 DAY	2 DAYS	3 DAYS	4 DAYS	5 DAYS
AM CARE	\$10.00/day	\$9.50/day	\$9.00/day	\$8.50/day	\$8.00/day
PM CARE	\$18.50/day	\$17.75/day	\$17.00/day	\$16.25/day	\$15.50/day
AM & PM CARE	\$25.00/day	\$23.75/day	\$22.50/day	\$21.25/day	\$20.00/day

*\*Due to Waterbury having early dismissal M-F the PM and BOTH daily fees are different than the other serviced schools.*

### Registration ID#:

<b>School:</b>	Waterbury	Spring Hills
<b>Pre-Req ID#:</b>	228310-01	228311-01
<b>AM ID#:</b>	228310-A	228311-A
<b>PM ID#:</b>	228310-B	228311-B
<b>BOTH ID#:</b>	228310-C	228311-C

### How to Register:

Online Registration through [rparks.org](http://rparks.org):

1. Select the school and/or Pre-Req ID# and register for the program (one-time \$30 registration fee)
2. Select the registration code and/or type of care your child needs (AM, PM, or BOTH)
3. Select the days on the calendar which you need care for and add to cart
4. Pay in full for all days selected at time of registration

Emailing a completed Club Kids Registration Form to [frontdesk@rparks.org](mailto:frontdesk@rparks.org)

1. Complete the attached Club Kids Registration Form with Payment Authorization and email to the District staff.

In-person at the CRC Front Desk M-F 9am-6pm

1. Complete the attached Club Kids Registration Form with Payment Authorization and bring to the CRC Front Desk staff.



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## Club Kids: Registration Form

Program (please check one):  Waterbury  Spring Hills

Participant's Name \_\_\_\_\_

Parent/Payee Name \_\_\_\_\_

### Select Timeframe of Care:

The Club Kids program is designed to be flexible for the days and times you need care. Registration is completed per day/date for AM Care, PM Care, or BOTH AM/PM Care. If your AM Care needs for days are different than your PM Care needs as far as daily schedule for childcare, then selecting AM and PM to differentiate the days should be selected instead of BOTH. BOTH refers to AM and PM when the childcare for the morning and the afternoon falls on the same day.

Monday	Tuesday	Wednesday	Thursday	Friday
8/16 (No School)	8/17 (Spring Hills Off) ___ AM ___ PM ___ BOTH	8/18 ___ AM ___ PM ___ BOTH	8/19 ___ AM ___ PM ___ BOTH	8/20 ___ AM ___ PM ___ BOTH
8/23 ___ AM ___ PM ___ BOTH	8/24 ___ AM ___ PM ___ BOTH	8/25 ___ AM ___ PM ___ BOTH	8/26 ___ AM ___ PM ___ BOTH	8/27 ___ AM ___ PM ___ BOTH
8/30 ___ AM ___ PM ___ BOTH	8/31 ___ AM ___ PM ___ BOTH	9/1 ___ AM ___ PM ___ BOTH	9/2 ___ AM ___ PM ___ BOTH	9/3 ___ AM ___ PM ___ BOTH
9/6 (School Day Off - Holiday)	9/7 ___ AM ___ PM ___ BOTH	9/8 ___ AM ___ PM ___ BOTH	9/9 ___ AM ___ PM ___ BOTH	9/10 ___ AM ___ PM ___ BOTH
9/13 ___ AM ___ PM ___ BOTH	9/14 ___ AM ___ PM ___ BOTH	9/15 ___ AM ___ PM ___ BOTH	9/16 ___ AM ___ PM ___ BOTH	9/17 ___ AM ___ PM ___ BOTH
9/20 ___ AM ___ PM ___ BOTH	9/21 ___ AM ___ PM ___ BOTH	9/22 ___ AM ___ PM ___ BOTH	9/23 ___ AM ___ PM ___ BOTH	9/24 ___ AM ___ PM ___ BOTH
9/27 ___ AM ___ PM ___ BOTH	9/28 ___ AM ___ PM ___ BOTH	9/29 ___ AM ___ PM ___ BOTH	9/30 ___ AM ___ PM ___ BOTH	10/1 ___ AM ___ PM ___ BOTH
10/4 ___ AM ___ PM ___ BOTH	10/5 ___ AM ___ PM ___ BOTH	10/6 ___ AM ___ PM ___ BOTH	10/7 ___ AM ___ PM ___ BOTH	10/8 (School Day Off - Institute Day)
10/11 (School Day Off - Holiday)	10/12 ___ AM ___ PM ___ BOTH	10/13 ___ AM ___ PM ___ BOTH	10/14 ___ AM ___ PM ___ BOTH	10/15 ___ AM ___ PM ___ BOTH

*\*A registration form with dates for after October 15-December will be available in September. To register for August- October 15 dates now, you can register online at [rparcs.org](http://rparcs.org). Payment in full is due for all dates which are registered for.*

- Registration must be complete 8 days prior to care being needed.
- Payment in full for all days selected is due at time of registration. No payment plans are available.
- Days missed due to absence are non-transferable and non-refundable and will be taken on a case-by-case basis.
- Days missed due to absence from COVID exposure, quarantine, and/or illness will be transferred or refunded.

Once registration is complete you will receive an emailed receipt of payment and a notification from ePACT to create and/or update your child's electronic profile. Your child's ePACT is inclusive of parent/guardian and pick-up contact info, emergency contact information, medical needs, program policies, etc. Each Club Kids participants ePACT MUST be complete prior to their first day of Club Kids. Participants will be denied access to Club Kids in the event their ePACT is not completed at 100%



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## Club Kids: Payment Authorization Form

Program (please check one):  Waterbury  Spring Hills

Participant's Name \_\_\_\_\_

Parent/Payee Name \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

### Credit Card Information:

- Visa
- Mastercard
- Discover

Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_/\_\_\_\_

3 Digit Security Code: \_\_\_\_\_

If payments are declined your registration will not be processed and your child will not be able to attend until payment is successful.

*I hereby authorize the Roselle Park District to initiate charges for the purpose of payment for the programs listed above, according to the attached schedule of fees, to the credit/debit card listed above. I further authorize the Roselle Park District to initiate credits to my account to correct any errors and the Financial Institution to initiate any such corrections to my account. This authority is to remain in full force and effect until Roselle Park District and the Financial Institution have received written notification of its termination in such time and in such manner as to afford Roselle Park District and the Financial Institution a reasonable opportunity to act on it prior to debiting the account.*

Authorized Signature \_\_\_\_\_

Date \_\_\_\_\_

### Americans with Disabilities Act:

The Roselle Park District intends to comply with the intent and spirit of the Americans with Disabilities Act. If you need any special accommodations the Park District will make all reasonable efforts to accommodate you. Please call the Park District at 630-894-4200 to make arrangements.

Americans with Disabilities Act Special Needs?  Yes  No

### Waiver and Release of All Claims:

Please read this form carefully and be aware that in registering yourself or your minor child/ward for participation in the above program(s), you will be waiving and releasing all claims for injuries you or your child/ward might sustain arising out of the above program/programs (including transportation services and vehicle operations, when provided). "I recognize and acknowledge that there are certain risks of physical injury to participants in the above program(s) and I agree to assume the full risk of any such injuries, damages or loss regardless of severity which I or my child/ward may have against the Park District and its officers, agents, servants and employees as a result of participating in any of the above program(s). I waive and relinquish all claims I or my children may have against the Park District and its officers, agents, servants and employees as a result of participating in any of the above programs. I hereby fully release and discharge the Park District and its officers, agents, servants and employees from any and all claims from injuries, damage or loss which I or my child/ward may have or which may accrue to me or my child/ward on account of my participation of the participation of my child/ward in any of the above program(s). I further agree to indemnify and hold harmless and defend the Park District and its officers, agents, servants and employees from any and all claims resulting from injuries, damages and losses sustained by me or by my child/ward, and arising out, connected with, or in any way associated with the activities of any of the program(s). "I understand that unless specifically stated in writing at the time of registration, photographs of participants may be taken and used for promotional purposes. "Registration will be accepted by mail or fax. You mail your form to the Roselle Park District or send by facsimile transmission to (630) 894-5610. When registering by online or via fax, it is mutually understood that the facsimile registration document (including the waiver and release of all claims) shall substitute for and have the same legal effect as the original form. "I have read and fully understand the above program, details and waiver and release of all claims."

Authorized Signature \_\_\_\_\_

Date \_\_\_\_\_