

WARDLAW + HARTRIDGE

Pioneering. Thinkers.

2023-2024 After School Information

Dear Families,

I hope this message finds you well and I hope you are enjoying the summer! As we are about a month away from the start of school, I wanted to share some basic details about our after school program here at W+H. Whether your child has previously attended one of our after school programs in the past or you are brand new to our after school programming, I encourage you to read through all of the details carefully as there may be some changes from previous years. I also encourage you to visit our [After School website](#) where you can also find information about our After School program.

AFTER SCHOOL COURSES (Grades JK - 5)

After School courses meet once a week for one hour after school and are scheduled for the Fall (September - December), Winter (January - March), and Spring (April - June) terms. Classes rotate and different classes may be offered in each term. Each class will meet between 6-13 sessions and our classes are meant to engage students, help showcase their creative or athletic ability, and give students the option to explore new interests in a fun and welcoming environment during after school hours.

To see what classes are offered for our Fall session, please visit our [After School page on our website!](#) Winter and Spring courses will be communicated to families as we get closer to each season.

After School course registration is currently open for the fall session and will close on August 31st. If you are interested in signing your child up for an after school class, I ask that you please do so as soon as possible. Please be advised that some of our classes have limited availability and are on a first come, first served basis. Enrichment courses will begin on Monday, September 18th.

To enroll in After School Enrichment courses, please fill out the [Registration Form which can be found here!](#)

Explorers and Encore Program (Grades PreK - 8th)

Students in grades PreK - 8th are invited to join us for our Explorers (PreK - K) and Encore (Grades 1-8) program where they can participate in outdoor and indoor play, games, arts and crafts, and homework help. Explorers and Encore start at dismissal and run until 6pm. Both programs will begin on September 7th and students are able to attend on the first day of school.

The drop-in fee for Explorers and Encore is \$15/hour per child and families are billed at the end of each month. Families have the option of using the program regularly, or on an as-needed basis. Families who will be using Explorers or Encore on a regular basis have an opportunity to take advantage of lower rates with our prepaid packages.

Our Fall packages are below and can be purchased by submitting the Explorers and Encore [registration form which can be found here!](#) Prepaid packages for the fall will be available to purchase until September 8th.

- 160 Hours = \$1,760
 - Good for families who know their child will attend the program almost every day until 5pm or later.
- 100 Hours = \$1,200
 - Good for families who attend most days, but maybe not every day.
- 60 hours = \$780
 - Good for families who want to attend occasionally but want a lower price than the drop-in fee.

Please be advised that Packages are only valid for the term in which they are purchased, and hours cannot be rolled over to the following term or school year. Also note that if your child is doing an enrichment course, they can stay at our after school program until 5pm at no extra charge. Therefore, if you are prepaying for a package, please keep that in mind when you are calculating your hours.

How does registration for Explorers and Encore work?

Families have two options: Prepay for a package or use the program on an as needed basis and pay the drop-in fee.

- **If you prepay for a package**, you will fill out the [registration form](#) and we will bill you for the package you selected. Your child may then use Explorers or Encore as much as they'd like and we will keep track of the hours you use. If you run out of prepaid hours, you will be billed for any extra hours that are used. You can either send me a schedule, if already known, of when your child will attend the program, or you can get in touch with me each day whenever you want your child to attend.
- **If you do not want to prepay for a package**, your child can still attend the program whenever you would like; however, you will be charged at the higher drop-in fee. If you already know when your child will attend, you can still send me a schedule or you can get in touch with me each day whenever you want your child to attend. We will keep track of your hours used and you will be billed at the end of each month.

Please note that whether you prepay or are using the drop-in fee, you must notify us by 1:30pm on the day you want your child to attend if you have not provided us with a schedule.

Information about picking up your child from After School:

- **Enrichment Courses:** Dismissal protocols will vary depending on the class; we will send out protocols for picking up your child to families enrolled in an after school class before the class begins.
- **ENCORE (Grades 1-8):** Parent pick-up area is at the playground entrance near the end of the driveway. Alternatively, families can go to the front desk reception and our receptionist can notify the After School staff.
- **EXPLORERS (PreK - K):** Parent pick-up area, up to 5 PM, is at the front entrance of the Lower School, after 5 PM they will need to be picked up at the playground entrance. Alternatively, families can go to the front desk reception and our receptionist can notify the After School staff.

If you have any questions about our After School program, please do not hesitate to contact Chris Flores at cflores@WHSchool.org. I hope you enjoy the rest of your summer and we look forward to seeing you next month! For easy access, below is a recap with all relevant links:

1. [After School Website](#)
2. [After School Enrichment Course Registration Form](#)
3. [After School Explorers and Encore Registration Form](#)
4. [After School Terms and Conditions](#)

Best,

Chris Flores

Director of Auxiliary Programs