MES EdSTREAM

Moody Elementary School

1006 H.L. Blocker Circle | Moody, AL 35004

Jason Tuggle, MES EdSTREAM Site Director and St. Clair EdSTREAM Curriculum Manager

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Program Purpose

<u>Moody Elementary School offers MES EdSTREAM as a supplemental service that provides Morning Care, Afternoon Care and Camps.</u> Only current Moody Elementary School students are eligible for participation in MES EdSTREAM morning care, afternoon care and/or camps. Transfer requests will not be considered. This program is optional. It is not a requirement. The program is intended to be a high quality enrichment experience, providing opportunities for growth and development of children in grades K-3rd with activities such as stations and workshops (examples of stations and workshop includes: organized games, physical activities, robotics, art, computer lab, etc.). The purpose of these stations and workshops is to foster creativity, build curiosity and encourage learning.

Hours of Operation and Site

Morning Care: 6:30 A.M. until 7:30 A.M. **Afternoon Care:** School Dismissal until 6:00 P.M.

The program begins the first day of school in August and ends on the last school day in May. We do provide mini camps during certain holidays. When the school is closed for inclement weather, our program will be closed. When this happens, look for updates on the MES website, MES Facebook page and MES EdSTREAM Facebook page. ***We will be offering a summer camp in June and July. The children enrolled in MES EdSTREAM (Morning Care and Afternoon Care) are given priority.***

The program is located in the MES EdSTREAM Gym. Where you see the three driveways, you will enter the campus with the middle driveway. Drive around the parking lot to where the awning begins. Follow that sidewalk to the double doors. You will need your car tag OR a driver's license to pick up.

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Rates and Payment Procedures

Registration Fee: $25.00 per child (This is a non-refundable, one time payment for Morning Care or Afternoon Care. If your child attends both, only one registration fee is needed.)

Morning Care Weekly Fee: $20.00 per child **(We do not offer daily rates or prorated rates. We do not allow daily drop ins.)**

Afternoon Care Weekly Fee: $65.00 per child **(We do not offer daily rates or prorated rates. We do not allow daily drop ins.)**

All payments are due on Mondays. Checks should be made payable to MES. **Please include your phone number on each check.** Payments must be given to the site director. Past due accounts will require an additional $5.00 late fee per week per child. Parents will be contacted if a check is returned from the bank. Returned checks will be sent to Envision for collection. All correspondence will be handled by Envision. There is a $30.00 service charge for all returned checks. All future payments will result in cash, money order or cashier's check ONLY. If an account becomes more than two weeks late, the child will not be allowed to stay in the program. A child can be removed if late payments continue to occur.

Late Pick Up Fee: We charge $1.00 per minute after 6:00 P.M.

Our program is funded 100% by the weekly fees. We DO NOT receive any state or federal funding.

Discipline Policy

Our staff will implement our discipline policy fairly, consistently and in a developmentally appropriate manner. Student safety is a major consideration. Our staff will not use any form of corporal punishment.

The following procedures will be used for refocusing and redirecting a child's behavior.

1. If a student has inappropriate behavior, a member of the staff will meet with him/her. A clear explanation will be given of what is expected.
2. If behavior does not change, the student will be placed in "time out" for a period of time.

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3. If the student fails to respond, he/she will be written up. This will require a parent conference with the site director. The student will be dismissed from the program if written up three times.

Students Are Expected To:

1. Follow the MES EdSTREAM rules. You will receive a copy.
2. Follow the MES handbook.
3. Follow the St. Clair County Board of Education Code of Conduct.
4. Remain with the staff in designated MES EdSTREAM areas.
5. Show respect for others, staff and equipment.

Parents Are Expected To:

1. Direct all concerns to the site director.
2. Make all payments on time to the site director.
3. Pick up your child if notified of illness or disciplinary issues.
4. Present car tag or driver's license to sign out your child each day.
5. Pick up your child by 6:00 P.M. each day.

Our program reserves the right to remove any child for inappropriate behavior.

The program will maintain a 15:1 student/staff ratio.

I have read and understand this registration form. I also understand that participation in MES EdSTREAM is a privilege.

- **I give permission for my child to view PG movies.**
- **I give permission for my child to be photographed or videoed to be published on the MES website, MES Facebook page and MES EdSTREAM Facebook page.**
- **I understand and agree to follow each condition as listed.**

Parent Signature:_____**Date:**_____

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Please check all that apply: Morning Care_____   Afternoon Care_____

Child's Shirt Size (circle one):   YS   YM   YL   AS   AM   AL   AXL

Student Name:_____

Address:_____

Date of Birth:_____Grade:_____Teacher:_____

Mother's Name:_____Employer:_____

(H)Phone:_____(W)Phone:_____(C) Phone:_____

Father's Name:_____Employer:_____

(H)Phone:_____(W)Phone:_____(C) Phone:_____

List Drivers License Number: (Mother)_____(Father)_____

Child Lives With:_____

Medical Information:_____

Is your child covered by medical insurance?   (Y)   (N)

Insurance Carrier:_____Policy #:_____

Doctor's Name:_____Phone:_____

Permission to seek medical treatment if unable to reach parents or emergency contacts: (Y)   (N)

Please list an email address:_____

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Approved Pick Up List and Emergency Contacts

Please list three responsible persons approved to pick up your child and to contact in case of an emergency.

Only these designated persons with proper identification will be allowed to sign your child out of the program.

1. Name:_____

Relation:_____

(H) Phone:_____(C) Phone:_____

2. Name:_____

Relation:_____

(H) Phone:_____(C) Phone:_____

3. Name:_____

Relation:_____

(H) Phone:_____(C) Phone:_____

Parent Signature:_____Date:_____

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