



Care Program (JA-J4 / M1-M2) Protocols & Frequently Asked Questions

Philosophy

The Care Program offers a dependable daily program in a warm and safe environment for a limited number of students. The Care Program provides an opportunity for children to socialize with other students of the same or different grades, do their homework and be engaged in relaxing activities after school hours.

- The program is open to JA-J4 and M1-M2 students registered on a Full-Time basis.
- It runs every school day from 3:00 PM to 6:00 PM.
- Please note that space is limited.
- Prior registration is required.
- Please make sure to indicate any allergies or restrictions your child may have.

Program Schedule

3:00 - 3:30 PM Students have snacks in the Cafeteria
3:30 - 4:30 PM Homework Time: If the students have no homework assignment, they may play table games, read books, do puzzles, Lego, arts & crafts, limited internet educational games approved by the school...

Middle School students' homework time will be according to their needs.

4:30 - 5:30 PM Playground for JS students (weather permitting)
5:45 PM Preparation for Dismissal
(At the request of the Security Dpt. Dismissal may be in the tent close to the security guard booth at the gate).

Registration & Fees Options

* \$30 Registration Fee ** Late pick up \$1/ minute

Available options:

1. Full me/ flat fee \$3300/Semester – Discounted - No Adjustment
2. Part- me / flat fee \$820/ 1 Day/Week– Discounted - No Adjustment
3. Emergency \$75/ day
4. 1st Semester: September through January
5. 2nd Semester: February through June

Space: The JS & MS Care students meet in the cafeteria

Snack Menu (Menu sample - subject to change - May offer another fruit in season. Beverage: Water – Parents may send their own snack.

- **Monday:** 1/2 Sun butter & Jelly Sandwich / Cheddar Cheese bites



Tuesday: Oatmeal Cookies / fruit cups

Wednesday: Apple Slices with Bun butter

Thursday: Watermelon cups / Granola & Berries

Friday: Bagels with Cream Cheese & Grapes / No Baked Bun butter bites

Health & Safety

- The Care Program follows the school's safety guidelines in place including the school's Allergy and Anaphylaxis Policy.
- No personal toys and games are allowed.

Homework

- The Care Program provides appropriate time and space for students to complete their homework. To view the philosophies and procedures for homework, please to review the UNIS Student Parent Handbook.
- Parents will be made aware at pick-up from aftercare if their child has not been able to finish their homework or had difficulty completing it. Teachers and parents should be mindful that if a student attends an after-school activity before joining aftercare they may not be able to do the homework on that particular day.

FREQUENTLY ASKED QUESTIONS

Who can pick-up my child? Parents are required to list the caregivers/babysitters on the school dismissal portal. The security guards will not allow entry to undocumented/not listed caregivers/babysitters. To avoid delays and complications, please make sure to update the list on the portal. In case of emergency, you may call the Security Desk and/or email the office the name of the individual who is picking up your child.

Where do I pick up my child? In compliance with the school safety policy, the location for the pickup of the children is at the discretion of the Security Department. The Security Guards will give the instructions accordingly.

What do I do if I am running late after 5:45PM? If you are running late please inform the front desk security guard at **212-684-7400** or **212-584-3160**. You may also send an email to CareProgram@unis.org. But please be reminded that after 2:30PM you may not be able to find us in the office as we will be in and out, engaged with the students.



How does my child get to the Care Program? For JS /Please make sure to notify your child's homeroom teacher. The homeroom teacher hands over to the Care Supervisors the students registered in the Care Program.

MS students may directly come to the cafeteria after Middle School dismissal.

How does my child get from an After-school Activity to the Care Program and Vice Versa?

1. If a **JS student** is registered in the After School Program, we escort him/her from the Care to the activity and vice versa. Students are not allowed to roam the school by themselves.
2. **MS students** may go directly to the classroom assigned to the after-school activity.
3. **Private tutors** and music teachers are responsible for the pick-up and dismissal of their students.

• **Who do I call for information or in case of emergency?**

Security Guard

Tel #: 212-684-7400 or 212-584-3160

Email: securitybandg@unis.org

Office of Special Programs

Tel #: 212-584-3083

Email: careprogram@unis.org afterschoolprogram@unis.org