

PROGRAM GOALS

- To promote a philosophy of early childhood social development that will serve the individual needs of the children.
- To provide a nurturing, flexible and calm atmosphere where self-concept is enhanced, independence is encouraged, and expectations are made clear.
- To provide an atmosphere where the foundation for respect for others is established, along with respect for the equipment and materials.
- To be supportive of parents and families, encouraging involvement, and encouraging open and honest communication while using tact and discretion.

ACTIVITIES

- Children are encouraged to participate in many activities while at Pelican Pals. They will be involved in group activities at the gym, computer lab, outside playground, and Pelican Pals room (games, free play, movies, and homework).

SAFETY FIRST



- Parents, siblings or other non-Pelican Pals people are asked to wait by the "Parent Sign Out Table" and your child will be brought to you for dismissal.

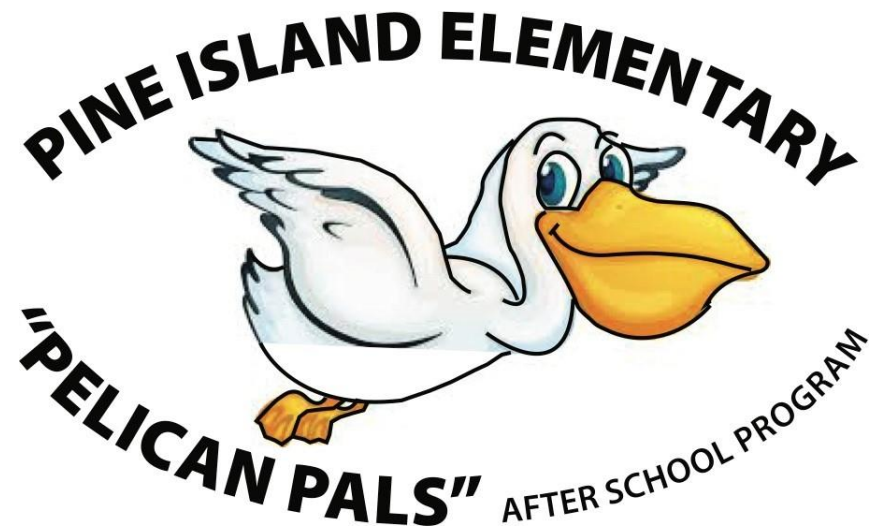
STUDENT EVALUATION

→ Children are entitled to a pleasant and harmonious environment at Pelican Pals. We cannot properly serve children who display chronically disruptive behavior. Chronically disruptive behavior is defined as verbal or physical activity which may include, but is not limited to, behavior that requires constant attention from staff, inflicts physical or emotional harm to other children, abuses staff, ignores or disobeys the rules during the Pelican Pals Program time.

If the Administration and/or Director feels that any student is not behavior ready for any reason, steps will be taken to remove the child from the afterschool program.

- 1st Incident Report write up – parent meeting to discuss behavior.
- 2nd Incident Report write up - suspended from the Pelican Pals for two (2) consecutive days.
- 3rd Incident Report write up – permanent removal from Pelican Pals. In this case, any overpayment will be refunded.
- *If a child receives a 3rd Behavior Incident Report, they will NOT be able to re-enroll in Pelican Pals in the future.

*(all Incident forms will require a parent/guardian signature)



All Welcome

Handbook 2025-2026

Afterschool Program of:
Pine Island Elementary School
250 Ronald McNair Blvd.
Myrtle Beach, SC 29579

Pelican Pals: (843) 488-8001
Program Director: Charlene Rivera
crivera@horrycountyschools.net



SCHOOL SESSION

→School starts: Monday, August 18, 2025 Last day: Thursday, June 4, 2026

****PELICAN PALS LAST DAY: TUESDAY, JUNE 2, 2026****

→Pelican Pals will be closed on the holidays and vacation days observed on the Horry County School calendar AND will be closed all half days of school.

HOURS OF OPERATION

2:30PM – 5:45 PM

Monday through Friday

Early School Dismissal at Noon (1/2 days): Pelican Pals will be CLOSED.

REGISTRATION AND TUITION FEES

→Registration Fee: \$30.00 per family, per school year. **NONREFUNDABLE**

→Weekly Flat Rate: \$60.00 week (1 child) + \$55.00 week (additional sibling).

→ Tuition remains the same regardless of the number of days attended; even if your child is absent due to illness, clubs, or family vacations.

→ No tuition will be charged for day(s) that school/Pelican Pals is closed.

→Tuition is due EVERY Friday on a weekly basis.

*ANY TUITION THAT IS DELINQUENT OF **ONE WEEK** WILL BE THE CAUSE OF SUSPENSION OF YOUR CHILD FROM PELICAN PALS UNTIL ALL TUITION IS PAID.

PAYMENT METHODS:

- 1) Online: mypaymentsplus.com (student ID number is required)
 - 2) Credit Card (can be processed at Pelican Pals)
- *(a receipt will be given for all transactions)

DISMISSAL AND LATE FEE

→Pelican Pals will close promptly at 5:45 pm

→ 1st late pick up – (after 5:45pm) - \$ 5.00 per minute charge.

→ 2nd late pick up (after 5:45pm) – \$10.00 per minute charge.

→ 3rd late pick up (after 5:45pm) – \$15.00 per minute charge.

All late pick up fees are due at the time your child is picked up.

CHANGE OF ADDRESS/PHONE NUMBERS:

If you have moved to a new address or have changed your phone number, or email, please get the updated information to the Director.

TAX STATEMENT:

A tax statement will be provided by January 31st to each parent with our tax identification number and the amount paid during the previous calendar year for childcare.

RELEASE OF CHILDREN:

Children will not be allowed to leave with any person other than their parent, unless written permission has been given, and/or they are listed on the Registration form. See the Director to add or delete authorized people.

ILLNESSES AND/OR INJURY

→Children should be kept home if they have a fever, vomiting, coughing, diarrhea, runny nose, severe cold symptoms, or a contagious rash.

→If a child develops any of the above symptoms and/or is injured while at Pelican Pals, the parent(s) will be notified and asked to pick up the child within 30 minutes of notification.

→If your child has had a fever, they need to be fever free (medicine free to reduce the fever) for 24 hours prior to returning to school.

EMERGENCY AND TREATMENT

→****NOTE: Pelican Pals does not have a Nurse on duty during the hours of 2:30 pm – 5:45 pm. If a major injury occurs, the staff will immediately contact the parent(s) first and will follow the parent(s) instructions. If the parent(s)/emergency contact(s) cannot be reached, then the staff will call 911. The principal will also be notified, on the date of injury, as well.**

PERSONAL BELONGINGS

→Each child is responsible to take care of their personal belongings while at Pelican Pals.

→All items left after 5:45 pm will be placed in the school's Lost and Found.

→Please try to label your child's personal belongings.

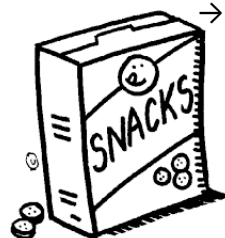
TOYS OR GAMES

→Children are allowed to bring toys/games, etc. to Pelican Pals with the knowledge and understanding that Pelican Pals and/or Pine Island Elementary are not responsible for any lost, stolen, or broken items.

→Pelican Pals and/or Pine Island Elementary School will NOT replace any toys/games, etc.

→CELL PHONES, IPADS OR GIZMO/IWATCHES ARE NOT ALLOWED.

SNACKS AND DRINKS



→ ONE snack and drink will be provided to each student that is enrolled in the Afterschool Program.

→Each child is encouraged, daily, to bring a water bottle to Pelican Pals. There are several water refill stations for them to refill their bottles.

→Children may bring (from home), additional snacks and/or drink.