

2026 Barnesville Summer Kids Club

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Com. Ed office 218-354-2638 District Phone 218-354-2217
School Website: www.barnesville.k12.mn.us

Registration location online: Please use this link when registering with the Brightwheel program. https://schools.mybrightwheel.com/sign-in?redirect_path=forms/8439440d-0a0e-4047-99b7-73b44b1e060b/self-service. We must have the online registration completed before your child can start in the program. We will not take any paper registrations this summer. All payments, registrations, registration fees and invoicing will take place through the brightwheel app. Registration is open now until Friday, May 1.

Barnesville Summer Kids Club exists to provide a safe, supervised place for children going into kindergarten through sixth grade to learn new skills and develop resourcefulness, responsibility, and reliability

GOALS- The goals of the program are:

1. To prevent children from becoming involved in unsafe activities by supervising them while parents work.
2. To provide a positive learning environment where the children can learn to interact with other people.
3. To keep the children physically, mentally, emotionally, and socially active.

ELIGIBLE STUDENTS-

Summer Kids Club is open to students that are entering Kindergarten (Fall 2026) thru 6th grade completed (Spring 2026).

BASE HOURS OF OPERATION-

Dates: Wednesday, May 27 through Thursday, August 20, 2026
Days: Monday thru Friday **Time:** 7:00 a.m. to 5:45 p.m.

HOLIDAYS KIDS CLUB IS CLOSED-

Friday, June 19 for Juneteenth. Parents will not be charged for this day when we do the billing.

LOCATION-

The Summer Kids Club summer program will be housed at the Elementary School located at 310 5th St SE. We will start the day in the Elementary Cafeteria. Parents should use outside door #4 for Kids Club.

KEY FOB FOR ENTERING BUILDING-

All families will need a FOB to access the building when they are dropping off and picking up their students. Each family will receive a FOB when they register. If your family already participates in kids club, you will use the FOB that you already have. If families need an extra FOB the fee will be \$25 and will be invoiced to you through the Brightwheel program.

REGISTERING FOR PROGRAM-

We must have a registration form on file before your student can start in Summer Kids Club. Registration location online: https://schools.mybrightwheel.com/sign-in?redirect_path=forms/2ff4abcc-c32d-45b3-8641-aaf345c09d8f/self-service. We must have the online registration completed before your child can start in the program. There is a Registration Fee of \$65 for each student. You will submit the registration form online and once we approve it, you will receive an invoice via Brightwheel to pay the \$65. This fee will help cover the cost for administrative expenses for the program.

DEADLINE TO REGISTER FOR PROGRAM-

We will take registrations starting right away until Friday, May 1. We will not guarantee a spot for anyone that registers after May 1. This registration deadline will give us time to determine our staffing for the program.

FEES- WEEKLY-

Cost is \$170 a week for full time 5 days a week or \$39 a day for part time, 4 days or less per week.

No. Days Per week	Rate Per Day	Rate Per Week	Minimum Fee per week if come less than Registered # Days (except Holiday weeks)
5 Days	\$34	\$170	\$156 if student comes less than 5 days *parent must notify coordinators that they will be coming less days on scheduling sheet
4 Days	\$39	\$156	\$39 per day registered or \$156
3 Days	\$39	\$117	\$39 per day registered or \$117
2 Days	\$39	\$78	\$39 per day registered or \$78
1 Day	\$39	\$39	\$39 per day registered or \$39

***Whatever you Register for when filling out the registration paperwork is what you will be required to pay weekly.** If you need to add days above what you registered for you may do so if there is room. We need an accurate count of student enrollment so we can staff appropriately.

WEEKLY FEE PAYMENT-

Parents will receive an invoice through Brightwheel for each week. Invoices will be sent out on Monday or Tuesday for the following week. Payments will be due on the following Monday for that week. Example: Invoice is sent on 6/1 for care the week of June 8. Payment is due on or before 6/8 for the week of June 8-12 care. The number of days you put on the registration form, is the number of days you will be invoiced for every week. Your invoice should be the same each week based on the number of days child registered for. Explanation of billing:

- 1) Your student registers for 3 days per week and he/she comes 4 days one week, we would bill you \$117 for your normal 3 days plus \$39 for the 1 extra day
- 2) Your student registers for 3 days per week and he/she comes 2 days for one week, you will still be billed for 3 days or \$117 for that week.
- 3) Your child is registered for 5 days per week and he/she marks on the commitment form that he/she will only be coming 4 days for one week, we would bill you for 4 days or \$156. This is only if you give a notice that your child will not be attending on the scheduling sheets. If you choose not to send your child but are registered for 5 days, you will still pay for 5 days.
- 4) Holidays- You will not be billed for holiday days
- 5) We will check attendance after each week and send out invoices for anyone that attends additional days.

COMMITMENT FORMS WEEKLY-

Every child will be required to fill out a Weekly Care Commitment Form. This is so the coordinators know how to staff the program. The Commitment Forms are due by 8:00 a.m. every Wednesday for 1.5 week forward. (Example: Schedule due on 6/3 for week of 6/15 care). Please include all of your child's activities on the forms. We need the forms that early so we can plan scheduling for staff, transportation for activities and adjustment to bills if necessary. The Paper Form is required by every student regardless if your schedules are the same every week.

LATE FEE-

We do not currently charge a late fee; however, we do expect payment to be made the week before service. If we have any outstanding fees beyond two weeks, parents will be notified of possible dismissal from the program.

VACATION-

Each student will be allowed to take 1 week of vacation which must be in a 5 day consecutive increment and with a proper 1.5 weeks notice given to the Directors regarding the vacation. If your student is gone for additional weeks, you will be required to pay your Registered rate for the additional missed week(s). Please notify the Directors of your vacation as soon as possible. (Example: you plan to take vacation the week of June 29– your schedule & vacation notice would need to be turned into the Directors by 6/17 (1.5 weeks in advance of vacation). The number of days that you normally come each week would be the number of days you count for your vacation.

TRANSPORTATION TO ACTIVITIES-

It is our goal to get students to summer rec activities while they are enrolled in the Summer Kids Club. We use the Commitment Form to determine transportation with either the school van, mini-bus, or walking to activities.

FIELD TRIPS-

We are planning to do one big field trip during the Summer and several small ones. A permission and information sheet will be sent home with students regarding each field trip. Field trips will be an additional cost for bussing and admission (if needed).

WITHDRAWAL FROM PROGRAM-

We require that you give a written **two (2)** week notice to the Program Leader(s) if you are withdrawing your child from Summer Kids Club. You will be required to pay for the two weeks of care even if your child does not attend kids club during the two week notice time frame. You will be billed at your registered week rate. Notices can be submitted on the Brightwheel message area.

DECREASE IN NUMBER OF DAYS ATTENDING-

We require that you give a written **two (2)** week notice to the Program Leader(s) if you are changing your schedule and your child will be coming less days than what you originally registered for. You will be billed for the original schedule until the 2 week notices goes into effect. Submit your change of decreased days on the Brightwheel message area.

MESSAGES-

Summer Kids Club can be reached with the Brightwheel app. This will be used for all communication with the staff. Phone calls can also go to the Community Ed office at 218-354-2638 or lelfson@barnesville.k12.mn.us. during the Com. Ed. Office hours.

MEALS & SNACKS-

We provide meals at the following times. If your student will not be at kids club during this time, you will need to plan appropriately for your student so he/she does not go hungry.

Breakfast: 8:00 am Lunch: 11:30-12:00 pm Afternoon Snack: 3:00 pm.

PHOTO CONSENT-

Please know that photos will be taken during Summer Kids Club events throughout the summer. Unless you notify Community education in advance, photos taken during Kids Club activities may be used in Barnesville Public Schools publications.

PERSONAL BELONGINGS-

Please have your child dressed adequately for indoor and outdoor activities and wear or bring a pair of tennis shoes every day for gym time

Please bring these items to Kids Club

- Backpack
- Water Bottle
- Hat
- Towel or small blanket for quiet time
- Sunscreen labeled with student name
- Bug spray labeled with student name
- Please have appropriate outside gear for the season. We strongly recommend you label your items.
- Extra set of clothes including socks & 1 pair of underwear (regardless of age)
- DO NOT Bring– Toys or Electronic Devices to Summer Kids Club

ILLNESS-

If your child becomes ill while at Summer Kids Club the staff will contact you. As a parent you are responsible to pick your child up immediately or send an authorized person to do so. The staff will isolate the sick children from other children in order to prevent the spread of any illness or infectious disease. Do not send your child if he/she has a fever of 100 degrees F or higher before giving fever reducing medication. We will follow the school guidelines for other illness issues.

ACCIDENTS & EMERGENCIES-

Children who receive minor injuries will be given first aid. More serious injuries will be given first aid and staff will notify the parent when to pick the student up. In the event of an emergency, a parent will be notified and if needed, Summer Kids Club staff will call 9-1-1. If the medical team responding determines that your child needs additional medical attention, your child will be transported by ambulance to the hospital so proper treatment can be provided. Transportation by ambulance will be at the parent's expense.

RELEASE OF CHILD-

Your child will be released only to the person(s) listed on the Registration form as 'Authorized' to pick up your child. Anyone picking up your child must be prepared to show photo ID in the event that the Summer Kids Club staff doesn't recognize the person picking up your child. If plans have changed for your child, changes should be entered on the Brightwheel system regarding the change.

BEHAVIOR POLICY-

Barnesville Kids Club staff will clearly communicate the behavior expectations and will consistently & appropriately praise appropriate behavior. Children attending Kids Club must have the ability to follow the guidelines below with help from a caring adult in a 15:1 child to adult ratio. Children that attend Kids Club are expected to respect the following guidelines:

- Walk, don't run
- Use quiet voice in the halls and restrooms
- Utilize good manners
- Be respectful of people and things
- Treat others as you'd like to be treated
- Keep hands, feet and unkind words to yourself
- Work quietly and use materials and computers appropriately
- Respect Kids Club Staff by listening and following directions
- Observe playground rules
- NO SCREAMING in the bathrooms!

Kids Club staff strives to provide a safe and positive environment for all students. We believe that consistency is important to help children follow rules, accept responsibility for their actions, and experience logical consequences of poor choices. When poor behavior choices are made, the following warning system will be utilized:

- ◆ 1st– Personal Warning with the opportunity to redirect behavior

- ◆ 2nd– Time out is given to the child
- ◆ 3rd– A pink slip will be sent home for parent signature.

Kids Club is not staffed to accommodate recurring behavior issues. As such, the following pink slip policy will be in place.

- * After 3 pink slips, the parents will be contacted and the child will be unable to return for 1 week.
- * After 6 pink slips, the child will be suspended for 2 weeks.
- * After 9 pink slips, the child will be dismissed entirely and will not be allowed to return.

Kids Club does reserve the right to immediately dismiss a child from the program for extreme measures such as significant harmful or inappropriate behavior toward staff, other children or parents. It is our goal to keep clear communication and good behavior a top priority. If you have comments or concerns, please notify us.

LATE PICK UP POLICY-

Our program ends promptly at 5:45 p.m. and our staff have not committed to work beyond that time. If parents are late picking up their child, it is a great inconvenience and additional cost to our program. Therefore, we do charge a late fee if children are not picked up by 5:45 p.m., and the amount increases depending on how late the child is picked up.

Late Level	Description	Fee added to regular fee
Level 1	Pickup between 5:45 and 5:55 pm	\$5.00
Level 2	Pickup between 5:55 and 6:00 pm	\$5 plus \$1 per minute added
Level 3	Pickup after 6:00 pm	\$10 plus \$1 per minute added

***Level 1:** If a child is not picked up by 5:45, staff will attempt to call parent on his/her contact phone numbers. If the parent cannot be reached, the emergency contacts will be called.

***Level 2:** If parent or emergency contacts cannot be reached, staff will begin asking the child if they know of plans the parent had, if they have a neighbor or relative's phone number who may know the parents' whereabouts

***Level 3:** If no one is coming to pick up the child by 6:00 p.m., and we have not been able to get in touch with parent or emergency contacts, Law Enforcement will be called. We will not leave your child unattended but will send your child with law enforcement.

If you know you are running late it is in your best interest to contact Kids Club and/or find someone to pick your child up by the 5:45 time. The cost of each Late Level is listed below.

QUESTIONS-

Please contact Chris Ellefson at 218-354-2638 or cellefson@barnesville.k12.mn.us or Aaron Schindler at aschindler@barnesville.k12.mn.us with any questions about the Summer Kids Club program and how to register.