

HARWICH RECREATION AFTER SCHOOL PROGRAM INFORMATION

Town of Harwich | Recreation and Youth Department
100 Oak Street | Harwich, MA 02645 | 508-430-7553 | Eric J. Beebe, Director

FALL SESSION: SEPTEMBER 5, 2023 – DECEMBER 22, 2023

ELIGIBILITY/ENROLLMENT: For Harwich Elementary School Families/Students in Grades 1ST – 4TH

- Hours of Operation: School dismissal – 5:00 pm, Monday - Friday | Includes Early Release Wednesdays
- Excludes half days, in-service days, school vacation/holidays; early dismissals due to weather, weather cancellations days; situations outside of our control (i.e., building closure) etc.
- Transportation: Included and is provided from HES to 100 Oak Street in Recreation marked vehicles.
- Based on Monomoy Regional School District School Calendar 2023 - 2024
- After School Program utilizes The Community Center (CC) gymnasium, Room 2 at CC, CC fields and Brooks Park playground.
- Enrollment Priority:
2022 – 2023 formerly enrolled After School families
Harwich Families
Monomoy School Choice Families

PROGRAM FEES (MINIMUM TWO DAYS PER WEEK)

2 days	3 days	4 days	5 days
\$450	\$675	\$900	\$1125

PAYMENT:

Payment is DUE IN FULL AT TIME OF REGISTRATION.

Please let us know if you need assistance with budgeting to help meet your financial obligation. **We are not a voucher program.** Nonpayment of fees will result in removal from the program. No refunds will be given if a child is terminated from the program for disciplinary reasons.

SCHEDULE CHANGES/NOTIFICATIONS:

The child's schedule is to be established at the time of initial registration. Changes in the schedule are subject to space availability. Enrollment is on a first come basis.

LATE PICK-UP FEE:

The After School program closes at 5:00 PM. If a Parent/Guardian fails to pick up their child/ren before the close of the program, they will be charged a late fee. The late fee is \$10.00 per fifteen (15) minute, or portion thereof intervals. Excessive late fees will result in termination from the program. Please call the office (before 4:30 pm) if you know you are running late.

REFUNDS:

Prior to the start of the program > 100%

1st week > Full refund less a \$50 administrative fee

2nd week > 75% refund. 25% administrative fee

No refund after the second week of the session

No allowances for sick days.

BEHAVIOR POLICY:

Appropriate behavior is always expected from all participants in recreation programs to ensure a safe and enjoyable environment for all participants.

I understand my child/children must respect one another, staff, patrons, facility, equipment provided, and all facility rules. Any child that does not follow the rules as instructed will be asked to leave the program without a refund of fees. Fighting, hitting, pushing, bullying, roughhousing, name calling, hairpulling, wrestling, etc. are all grounds for removal from the program. If this behavior does occur, you will receive a call and your child will be subject to removal from the program.

Children are asked to keep all electronics in their backpacks, and they are not to be used during the After School Program. We also ask that you not bring any toys or games from home (including but not limited to balls, stuffed animals, collectibles etc.)

SNACKS AND WATER:

We require that all participants bring a healthy, nut free snack each day and a refillable water bottle clearly marked with your child's name. Children will not be able to drink from the fountains due to restrictions but will be allowed to use the re-fill stations.

AUTHORIZED RELEASE:

Safety is our first concern. Any changes to your designated release list must be in writing. At **any time** you or your designated may be asked to provide identification **for** your child to be released.

Child must be signed out each day. Contact Recreation staff before noon if your child will not be attending on a given day.