

St. James & St. Ann's Catholic School

2767 Townline Road, Abbotsford, B.C., V2T 5E1

Telephone: (604) 852-1788

Dear Parents,

We are happy to advise you that we will once again be offering a before and after school activity club, *The Thunder Club*, for the 2016-2017 school year! This will be ideal for working parents, or parents who on occasion need this type of assistance.

Please be advised that this activity club is available Monday to Friday before school from 7:00-8:15am and after school from 2:45-5:00pm on days that school is in session for a full day. **ALL STUDENTS MUST BE PICKED UP BY 5:00pm.** This will be a very structured activity club with time to work on homework or participate in a quiet activity, as well as planned activities each day.

This program will continue to be run by Miss Carol Schmidt and Mrs. Denise Berger, who between the two of them have years of experience working with children. Mrs. Berger is a certified Special Education Assistant, while Miss Schmidt is both a certified Early Childhood Educator and a Special Education Assistant, and they both have First Aid certification. We are also happy to announce that Miss Hannah Foster will be running the club every second Friday. She is also a certified Special Education Assistant with her First Aid certification. Their combined experience working with children is a big asset, and they will continue to build upon the quality program that has been provided since February 2014.

If you are interested in having your child(ren) participate in *The Thunder Club* for the 2016-2017 school year, please fill out the attached registration forms and return them to the school with post-dated cheques payable to St. James & St. Ann's School in an envelope labelled "The Thunder Club". Registration forms and post-dated cheques for the 2016-2017 school year should be returned to the school as soon as possible to guarantee a space in the club.

Sincerely,

Mrs. T. Sask
Principal

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Activity Club – Monthly Rate	5 Days Per Week	4 Days Per Week	3 Days Per Week	2 Days Per Week	1 Day Per Week
Mornings and Afternoons	1 child - \$300 2 children - \$450 3 or more children - \$525	1 child - \$250 2 children - \$375 3 or more children - \$437	1 child - \$200 2 children - \$300 3 or more children - \$350	1 child - \$150 2 children - \$225 3 or more children - \$262	1 child - \$100 2 children - \$150 3 or more children - \$175
Mornings Only	1 child - \$120 2 children - \$180 3 or more children - \$210	1 child - \$100 2 children - \$150 3 or more children - \$175	1 child - \$80 2 children - \$120 3 or more children - \$140	1 child - \$60 2 children - \$90 3 or more children - \$105	1 child - \$40 2 children - \$60 3 or more children - \$70
Afternoons Only	1 child - \$180 2 children - \$270 3 or more children - \$315	1 child - \$150 2 children - \$225 3 or more children - \$262	1 child - \$120 2 children - \$180 3 or more children - \$210	1 child - \$90 2 children - \$135 3 or more children - \$157	1 child - \$60 2 children - \$90 3 or more children - \$105

Please note that if you would like your child(ren) to attend *The Thunder Club* on a drop in basis, the first time your child attends, this registration package must be completed and brought to the office or *The Thunder Club* with payment a **minimum of one day in advance** of the date you would like your child to attend. After that you may e-mail *The Thunder Club* at thunderclub2@gmail.com a **minimum of one day in advance** of the date you would like your child(ren) to attend. Payment can either be given to the office or directly to *The Thunder Club*.

Drop In Rates	Cost Per Day
Mornings and Afternoons	1 child - \$30 2 children - \$40 3 or more children - \$50
Mornings Only	1 child - \$10 2 children - \$15 3 or more children - \$20
Afternoons Only	1 child - \$20 2 children - \$25 3 or more children - \$30

Parent Agreement for *Thunder Club*

Medical Policy

I will refrain from sending my child(ren) to *The Thunder Club* if there is any question of illness, and agree to promptly notify the staff of any communicable disease my child(ren) contracts. I will ensure that I make the staff of *The Thunder Club* aware of any changes in the medical status of my child(ren).

Drop Off/Pick-Up Policy

When dropping off my child(ren), I will make certain that a staff member is aware of my child's presence so they know he/she has arrived. Students are to be brought directly to the Library. I am aware that my child(ren) will not be released to anyone not listed on the pick-up section of this registration form. Staff members will not under any circumstances release your child(ren) to anyone without your written consent. If someone other than the pick-up person listed arrives to pick up your child, we will contact you for proper permission. In we are unable to contact you, we will not release your child(ren). Therefore, it is important that you list ALL persons that are authorized to pick up your child(ren).

Late Pick-Up Policy

Our official closing time is 5:00pm. Picking up your child after 5:00pm will result in a late charge of \$5.00 per every five minutes that you are late. These fees get paid directly to the staff member that has to stay late, as their day ends at 5:00pm. Continuous late pick-ups could result in this agreement being cancelled. If you know that you are going to be late, please try to arrange for someone else to pick up your child. Alternatively, please send a note with your child, notify the school office to let them know you are going to be late, or e-mail the Thunder Club at thunderclub2@gmail.com.

Snacks

On certain days we do provide snacks for the children that we make together, however if your child tends to be hungry after school please send them with an extra snack. We encourage parents to send healthy snacks. Please do not send candy or sweets, and **please no nuts or nut products.**

Discipline Policy

It is our understanding, and that of the parents who enrol their children in *The Thunder Club* that this is a service to our families and an opportunity for our students to maintain continuity in their out-of-home care. Therefore disrespectful, dangerous, disruptive or uncooperative behaviour on the part of the students as well as parents or staff will not be tolerated. It is required that parents support *The Thunder Club* discipline policy, which is an extension of that of St. James &

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St. Ann's School. Adherence to these policies will always remain a condition of acceptance into the club, and continuation in the club.

In most cases, isolated and irregularly occurring incidents can be resolved simply and quickly by the student with the intervention of the staff member. If the problem reoccurs or seems to be of an on-going nature, at the staff member's discretion and in consultation with the school principal, Mrs. Sask, the following steps, supported by documentation will apply:

1. The staff member will have a discussion with the child(ren) involved at the time. Appropriate consequences, determined by the staff member will be assigned, based on that discussion and with the input of the child. Consequences may include, but are not limited to supervised time outs and loss of use of equipment and/or materials.
2. Parents will be informed at the end of the day of any problems arising during the child's stay at *The Thunder Club*.
3. Should the problems persist, the staff member will arrange a meeting with the parents, principal and student to discuss the problem and resolve the issue.
4. At this meeting a formal Action Plan with expected behaviours and the consequences will be written out and signed by all parties involved. It will be made clear that continued unacceptable behaviour could result in the child(ren) being asked to leave the program.

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Please note that *The Thunder Club* will not be in session on days that the school is closed for:

- Statutory holidays – Thanksgiving, Remembrance Day, Family Day, Good Friday, Easter Monday, Victoria Day
- Professional Development Days
- Parent/Teacher conferences
- Student-led conferences

Please note that *The Thunder Club* will not be in session in the afternoon on days that the school is dismissed early including, but not limited to:

- The first day of school
- The last day of school before the Christmas break
- Walkathon day
- Sports Day
- The last day of school in June

Please note that *The Thunder Club* will not be in session during the Christmas break or Spring break. This has already been taken into consideration when determining the fees paid per month. If the school is closed due to inclement weather, *The Thunder Club* will also be closed for that day – check the school's website for up-to-date information.

Please note that *The Thunder Club* will not be in session after that last day of school in June.

A list of all of the dates that *The Thunder Club* is only in operation in the morning, or is closed for the day will be provided to families by the end of June.

Thunder Club Closures

Please note *The Thunder Club* will be closed for Statutory Holidays, Professional Days and other days that school is not in session. In addition, days that the school is closed early there will be no *Thunder Club* in the afternoon. This is a list of specific dates:

September 6th – No after school activity club

October 10th – Thanksgiving Day

October 28th – Professional Development Day

November 11th – Remembrance Day

November 24th – Parent/Teacher Interviews

November 25th – No school

December 16th – No after school activity club

December 19th – January 2nd – Christmas break

February 9th/10th – CEC – Professional Development Days

February 13th – Family Day

March 10th – Student-led Conferences

March 13th – 24th – Spring Break

April 14th – Good Friday

April 17th – Easter Monday

May 12th – No after school activity club

May 22nd – Victoria Day

June 9th – No after school activity club

June 12th – Professional Development Day

June 29th – No after school activity club

The Thunder Club – Registration Package

Please check each item off to ensure your Registration package is complete.

Registration form _____
Attendance Information _____
Pick up/release information _____
Payment Enclosed _____

I acknowledge that I have read and understood this package, including the Parent Agreement, provided the required information, and agree to the principles and processes outlined in the documents noted below, as a condition of my child attending *The Thunder Club*:

Date

Name

Signature

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Attendance
The Thunder Club 2016/2017

Mornings and Afternoons

_____ Full-time Monday to Friday

_____ 4 Days a week (Please circle: M T W Th F)

_____ 3 Days a week (Please circle: M T W Th F)

_____ 2 Days a week (Please circle: M T W Th F)

_____ 1 Day a week (Please circle: M T W Th F)

Mornings Only

_____ Full-time Monday to Friday

_____ 4 Days a week (Please circle: M T W Th F)

_____ 3 Days a week (Please circle: M T W Th F)

_____ 2 Days a week (Please circle: M T W Th F)

_____ 1 Day a week (Please circle: M T W Th F)

Afternoons Only

_____ Full-time Monday to Friday

_____ 4 Days a week (Please circle: M T W Th F)

_____ 3 Days a week (Please circle: M T W Th F)

_____ 2 Days a week (Please circle: M T W Th F)

_____ 1 Day a week (Please circle: M T W Th F)

On a Drop In Basis Only

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Pick-up/ Release Information

Please list ALL the names of persons who have permission to pick up your child(ren) from *The Thunder Club* (including parents) and their relationship to your child(ren). Only those listed below will be allowed to take your child(ren) from the program, unless we have written notice from the parent/ guardian to do otherwise.

Names of persons authorized to pick up child(ren)	Relationship to child(ren)	Phone Number

Emergency Contact

Name	Phone #	Relationship to child(ren)

*Please note that until we are familiar with the adults who are authorized to pick up your child(ren), we will ask for picture identification.