Rancho Simi Recreation and Park District
2018-2019 Before & After School Clubs

August 15, 2018 - June 7, 2019

PUBLIC RECREATION PROGRAMS

Staff is CPR and First Aid Certified
Program for JK/TK thru 6th grade
Located on eight elementary campuses

805-584-4400 www.rsrpd.org
Recreation Coordinator, Brian Pierce, 805-584-4441, brianp@rsrpdp.us
Not affiliated with Simi Valley Unified School District
Who Can Attend?
Children entering JK/TK through 6th grade.

What are the program benefits?
- Well-rounded, supervised public recreation programs
- Safe environment
- Indoor & outdoor activities
- Daily afternoon snacks
- Homework time
- First Aid and CPR Certified staff

Clubs are not child day care facilities.

Where are the Clubs located?
- Crestview Elementary School
- Garden Grove Elementary School
- Knolls Elementary School
- Madera Elementary School
- Mountain View Elementary School
- Township Elementary School
- Vista Fundamental Elementary School
- Wood Ranch Elementary School

Teen Clubs located at the middle schools. Visit www.rsrdp.org for teen club registration/pricing.

Phone numbers and emails for each club available at www.rsrdp.org

What does it cost?

Before School Club
Opens at 6:45 am
Children dismissed 15 minutes before the start of school.

Monthly Fee: $115
- Primarily indoor activities

A minimum of 6 children must be registered in the program.

After School Club
Dismissal through 6:00 pm.
Dismissal times vary at each location.
JK/TK & Kindergarten will be picked up at their classroom. 1st - 6th grade should report directly to the Club building at the end of the school day.

Monthly Fee: $320 includes ALL of the following*
- Regular school days
- Early dismissal days
- Student non-attendance days (6:45 am - 6:00 pm)
- Winter Break (6:45 am - 6:00 pm)
- Spring Break (6:45 am - 6:00 pm)
- Daily afternoon snack
- Crafts
- Sports and group games
- Special activities
- Homework time

*Optional activities may require additional fee.
Please view Club’s webpage for holiday schedule.

Club Pass
$25/pass
Passes are available in increments of 10 ($250) and can be used for either before or after school club attendance, space permitting.
Please notify the Club 48 hours before your desired attendance to confirm space is available. Passes not available at Vista Club and Wood Ranch Club.

Student Non-Attendance Days will be charged the equivalent of 2 passes.

Activities, fees and policies are subject to change without notice.
Withdrawal from the Program
If you choose to remove your child(ren) from the program you must notify us in writing no later than the 25th of the prior month to info@rsrpdp.us

Notifying the Club DOES NOT remove your child from the program.

Re-registration into the Program
Additional registration fee will apply to any re-registration in the program. Please see “Registration Fees” for appropriate fees. No exceptions.

Payment Information
The monthly fees for the Before & After School Club program are determined by yearly program costs. The annual expense is then divided into ten equal payments. There is no reduction in fees for months with fewer days, as there is no increase in fees for months with more days. There are no additional fees for early dismissal days and non-school days. No refunds or prorations.

PAYMENTS:
Auto charge will occur on the 1st of the month. If your payment, regardless of method or reason, has not been received by our office by 5:00 pm on the 5th of the month, your payment will be deemed late and a $25 late fee will be assessed. If payment is not received by 5:00 pm on the 10th day of the month, your child will not be allowed to attend the program and will be escorted to the School Office on the 11th or until such time as the payment has been made.

Registration Fees
April 1 - June 30 for a $25 registration fee*
July 1 - July 31 for a $50 registration fee*
After August 1 for a $80 registration fee*

*Registration fee is non-refundable.

How Do I Register?
NEW Online Only! Register online at www.rsrpd.org under Online Registration, then Activity Registration. Kiosks available at the Rancho Santa Susana Community Center and District Office.

New registrations must be made 48 hours in advance of the first day of attendance. Attendance on the same day as registration is not possible.

Upon completion of registration you will be emailed instructions regarding our additional emergency information, which must be completed through ePact prior to attendance.

Just a few reasons our staff love what they do!

“I love to see the kids support each other!” - Melissa, Vista ASC

“My favorite part about working at the ASC is being a good role model.” - Willem, Madera ASC

“I love watching the kids learn and grow.” Hanah, Madera ASC
Illness
Children who are ill will not be admitted to the Before & After School Club. If a child becomes ill while attending the Before & After School Club, parents or authorized persons will be contacted to pick up the child. Children cannot attend the Clubs if the following occur:
• A fever over 100 degrees
• Vomiting or Diarrhea with or without fever
• Presence of lice or nits
• Unexplained rash with or without fever
• Unexplained discharge from eyes, ears, nose, mouth or skin

If a child does not attend school due to illness, they may not attend the After School Club Program. There will be no refunds or transfers due to illness.

Accident and Injuries
If a child becomes hurt or injured at a Before & After School Club, appropriate first aid will be performed. Parents will be notified of all injuries in writing or by phone. For accident or injuries that require immediate medical attention, 911 will be called and parent or emergency contacts will be called as soon as possible. The program will always have a trained first aid and CPR certified staff member on site.

Medications
A signed permission slip authorizing the staff to administer medication (prescription or over the counter) must be on file. Medications must be accompanied by a doctor’s note and signature. All medication must be in the original container or prescription bottle, with instructions for administering medication on the label.

Pick Up Procedures
Children must be signed out daily from inside the Club. Parents must notify the Club Director in writing if a child will be picked up by a person not already designated on the pick up list, photo ID will be required. A $10 fee per 15 minutes, or portion thereof, will be assessed for late pick up. Children who have not been picked up by 6:30 pm may be released into the custody of the Simi Valley Police Department. Repeated late pick up can be grounds for dismissal from the program.

Discipline
The Before & After School Clubs strive to provide a safe environment and program for all participants. For the protection and harmony of all children, we have established a “Code of Conduct” which all children are required to follow:
• All persons shall act with respect towards other persons, respecting their privacy and personal safety.
• Physical or verbal abuse of any kind will not be tolerated.
• All persons shall treat public and private property and equipment with respect.
• Program rules and regulations shall be observed at all times.

A violation of this code could result in the child’s suspension or dismissal from the club without prior notice. Depending upon the behavior issue, severity, and frequency, actions may include:
• Staff speaking to the child.
• Child removed from a particular activity.
• Director calls and/or meets with the child and their parent(s).
• Participant Behavior Contract is written.

Special Situations
Any special circumstances, situations, physical and/or financial arrangements should be brought to the attention of the Before & After School Club Recreation Coordinator.

How Do I Stay Connected?
Visit your club’s page at www.rsrpd.org or register your email address to receive website updates through our E-Notify system specifically for your Club.

Stay connected with Club Policies and all that Rancho Simi Recreation and Park District has to offer by visiting the website at www.rsrpd.org, joining us on Facebook/RSRPD or by following us on Instagram-RSRPD.