

PARENT WELCOME LETTER

FALL 2018 SAS Extracurricular Programs

Welcome to FALL 2018 Smith After School (SAS) Extracurricular Programs! We are excited for this session to begin and are ready to have some fun! Please read this attachment (3 pages) entirely for important details from notes to classroom teachers all the way through the dismissal process.

PLEASE view your child's daily schedule and class enrollment today by logging into the Parent Portal on www.myafterschoolprogram.com .
Once on your family page, CLICK the blue "PERSONAL" tile on the left of the webpage to view your child's schedule.

THE FALL 2018 SCHEDULE IS AT BOTTOM OF THIS LETTER.

BE SURE TO SHARE DETAILS BELOW WITH YOUR CHILD SO THAT THEY HAVE SOME EXPECTATION ABOUT HOW THIS NEW SCHEDULE WILL WORK ON THE DAY THEY HAVE A CLASS.

- Mark your family calendar with all start and end dates and times shown below after confirming your child's schedule in your family profile by logging in to the Parent Portal.
- Email beth@myafterschoolprogram.com if your child has any special needs or behaviors that we should be aware of. We find that during afternoon activities, maintaining the student plan in place during the school day is most beneficial to the child, the other students participating in the class with them, the instructor and our staff.
- ALL NON-SAS AFTERCARE PARENTS-PLEASE SEND A NUT FREE SNACK WITH YOUR CHILD to have during snack time from 2:30-2:45 before their class begins. ABSOLUTELY NO NUT PRODUCTS. Full-Time SAS aftercare students are provided a snack as part of their monthly tuition. Drop-In SAS aftercare students will receive a snack from aftercare if they are attending aftercare when their extracurricular class is over.
- All classes take place at the Primary Campus on Old Ivy. Intermediate campus students are bussed over to the Primary campus by Atlanta Public Schools busses. You must write a note to your child's teacher the day they have an extracurricular class so that their classroom teacher will properly direct them to their bus (see below in yellow)
- Primary students will transition from their school day and be directed to the cafeteria during afternoon announcements. Extracurricular Programs students are dismissed first at the end of the day by class announcement.
- Main Campus students will be transitioned from Main campus to Primary campus by APS bus.

SAS aftercare students will continue to ride Atlanta Public Schools **GIRLS BUS #578 and BOYS BUS #588 from the Main to the Primary Campus and transition to the cafeteria as usual for their class.

Students not enrolled in aftercare but taking extracurricular classes only will ride **GIRLS BUS #579 girls and BOYS BUS #556 and will be met by a Smith After School aftercare staff person once they arrive to assist with transition to their extracurricular instructor in the cafeteria.

- For both campuses- PARENTS OF ALL STUDENTS MUST SEND A NOTE to your child's Smith classroom teacher each day they are to attend an extracurricular class at the Primary campus. For Main Campus teachers, this will help remind teachers to properly direct your child to the busses going to the Primary Campus. For Primary teachers, it will remind them to direct your child to the cafeteria on the day they have a class.
- Please let your child know the morning of their class what class they will have. Class schedule is below.
- IF YOUR CHILD WILL BE ABSENT: Please let us know by 12:30 on the day they have their class. Classroom teachers do not relay your child's school day absences or early pickup to us. **Please text 770-605-5456 with any absence information. Be sure to include child name, class they will miss, and school they attend if they will be absent.** You can also email absence information to beth@myafterschoolprogram.com . Sarah Smith classroom teachers do not share absence information with us.
- All extracurricular dismissals are at the PRIMARY CAMPUS. Please inform sitters/caregivers picking up your children of the pickup details and that pickup is at Primary Campus on Old Ivy.
- Please do not arrive no more than 10 minutes before your child's class end time for carpool pickup at the OLD Ivy Primary Campus. We have staggered dismissal times to help avoid backups onto Old Ivy during dismissal. PLEASE NOTIFY YOUR SITTERS/CAREGIVERS AS WELL. PICKUP PERSON SHOULD BE PREPARED TO SHOW ID.
- Children will be dismissed in carpool fashion in the bus lanes of the PRIMARY CAMPUS. Drive straight in – do not use the regular carpool lanes at the front office entrance. Parents are encouraged to stay in their vehicle and pick up using the carpool lanes. BE PREPARED TO SHOW ID THE FIRST TWO WEEKS OR IF SOMEONE OTHER THAN A PARENT WILL PICK THE CHILD UP. Please notify beth@myafterschoolprogram.com if someone other than the child's parent will be picking them up each day. Instructors will assist as children get into vehicles.

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- Standard procedure for SAS aftercare students is to transition back into the SAS aftercare program when their extracurricular class ends. If you wish to pick your enrolled SAS aftercare child up in carpool at the end of class instead, please inform Monica Singer, SAS Director by emailing monica@smithafterschool.com or texting 404-693-5310.
- The first two weeks of class, there WILL LIKELY BE DELAYS during release as the instructors and children get used to these new procedures. We appreciate your patience at this time.
- The safety of each child is our main concern.

Beth Geurin Extracurricular Programs Coordinator 770-605-5456 beth@myafterschoolprogram.com

Kim Bishop Smith After School Program Owner 404-433-6126 kim@myafterschoolprogram.com

Day	Class & Provider	Grade	Time	Dates	# wks
MON	Baseball Fundamentals Jr: TPM Fastpitch	K-2	2:30-3:45	8/27-12/3	12
MON	Softball Fundamentals Jr: TPM Fastpitch	K-2	2:30-3:45	8/27-12/3	12
MON	Bricks 4 Kidz	K-3	2:30-3:45	8/27-12/3	12
MON	Drama: Atlanta Children's Theatre	1-5	2:30-4:00	8/27-12/3	12
MON	Karate: Atlanta Karate	1-5	2:30-4:00	8/27-12/3	12
MON	Softball Fundamentals Sr: TPM Fastpitch	3-5	4:00-5:00	8/27-12/3	12
MON	Baseball Fundamentals Sr: TPM Fastpitch	3-5	4:00-5:00	8/27-12/3	12
TUE	Basketball: Elite Hoops	K-5	2:30-3:45	8/28-12/4	13
TUE	Big Thinkers Science	K-5	2:30-3:45	8/28-12/4	13
TUE	Etiquette Rules Kids	K-5	2:30-3:45	8/28-12/4	12
TUE	KidSportz	K-5	2:30-3:45	8/28-12/4	13
TUE	KidStrings: Buckhead Strings	3-5	2:30-3:45	8/28-12/4	13
WED	Kidz Tennis	K-5	2:30-3:45	8/29-12/5	13
WED	Modeling for Kids Club	K-5	2:30-3:45	8/29-12/5	12
WED	Pastels: Young Rembrandts Art	3-5	2:30-4:30	8/29-12/5	13
WED	Robotics JR with SPK	1-3	2:30-4:00	8/29-12/5	13
WED	Robotics SR with SPK	4-5	2:30-5:00	8/29-12/5	13
THUR	Art Bus: Vamos Chicos	K-2	2:30-4:00	8/30-12/6	13
THUR	Golf: OT Sports	K-5	2:30-3:45	8/30-12/6	13
THUR	Kid Chess First Hour	1-5	2:30-3:45	8/30-12/6	13
THUR	Kid Chess Second Hour	K-5	3:50-4:50	8/30-12/6	13
THUR	Kid Chess BOTH Hours (COMBO)	1-5	2:30-4:50	8/30-12/6	13
THUR	Lacrosse Boys Jr. /Sr. Fundamentals	K-5	2:30-3:45	8/30-12/6	13
THUR	Lacrosse Girls Jr. Fundamentals	K-2	2:30-3:45	8/30-12/6	13
THUR	Tap and Ballet: Studio Go Dance	K-3	2:30-3:45	8/30-12/6	13

FRI	Soccer and Soccer Champs: OT Sports	K-5	2:30-3:45	8/31-12/7	13
FRI	Drawing: Young Rembrandts Art	K-2	2:30-4:00	8/31-12/7	13