

2020-21

AFTERSCHOOL & VIRTUAL LEARNING PROGRAMS

WITH BURLINGTON RECREATION AND PARKS

336.222.5030 • www.BurlingtonNC.gov/youth • TAX ID# 56-6001189

We would like to welcome you and your child to the Burlington Recreation & Parks Afterschool Programs. This is a joint effort of the Recreation & Parks Department and the Alamance-Burlington School System to provide a safe and enjoyable program for your child. The program will consist of a variety of recreational activities, arts and crafts, homework, quiet time, and snack time. Recreation Supervisors and Counselors conduct the program.

Burlington Recreation and Parks 2020-2021 Afterschool

PURPOSE

The program strives to provide a safe, enjoyable and well-supervised environment for children kindergarten through fifth grade, ages 5-14 years old following the regular school hours from 2:30pm until 6pm on in-person school days. All children are welcome without any discrimination. However, if a child cannot function safely in the program, he or she may not be able to remain in the program. Ratio of staff to participants is 1:20.

LOCATIONS (tentative)

Programs are held at these school sites:

- Grove Park Elementary
- Hillcrest Elementary

At this time, we will not be offering programs at Andrews Elementary or Newlin Elementary. However, we will be collecting names and phone numbers for those interested in an Afterschool program at these sites. With enough interest, we will be able to offer this program. To be placed on the interest list, please call the BRPD Main Office at (336) 222-5030.

We must have a minimum of 10 students to operate any Afterschool program.

PICK UP & DROP OFF

BRPD will not provide transportation for any Afterschool site and Thataways Youth Center would not operate as an Afterschool drop-off site.

VIRTUAL LEARNING

On the days your student is learning remotely, they are able to attend Thataways Youth Center for Virtual Learning Rec Days at an additional cost. This program operates from 7:30am - 6:00pm and lunch is provided. Transportation is not provided.

BRPD will provide a quality academic environment (quiet space, socially distanced student work spaces, internet access, adults to monitor etc.) where students can complete their studies. Staff will provide assistance to students as needed but please keep in mind that staff are not teachers. Due to the variance in each student's virtual schedule and to reduce distractions, children are required to bring their school work daily. Parents will be asked to submit their student's daily school schedule and login details. Students will be required to provide their own laptops, chargers and headphones. Cellphones will not be allowed.

AFTERSCHOOL REGISTRATION

ONLINE REGISTRATION

NEW! Registration for Afterschool can be completed online using CivicRec.

STEPS TO CREATE AN ACCOUNT IN CIVIC REC:

1. Visit <https://secure.rec1.com/NC/burlington-nc/catalog>
 - On your desktop, select Log In/Create Account in the top left corner, then select Create Your BRPD Account.
 - On mobile devices, select Account in the upper right corner and then select Sign Up.
2. Fill out all the required information (address, personal info, contact numbers, etc..)
 - To receive text alerts regarding programming (cancellations, important info), make sure to select your mobile carrier next to your cell phone number.
 - Add additional members (spouse, children, etc) at any time in your account settings- this keeps your entire household in one convenient account.*If using a mobile device, to add additional members you must select 'Desktop Version' in the left hand menu.

*If you need any assistance with setting up your account, please call 336-222-5030 or email recreation@burlingtonnc.gov.

IN PERSON REGISTRATION

If registering in person, you must make an appointment by calling the BRPD Main Office at (336) 222-5030. If registering in person, a completed registration form is due at the time of registration.

MONTHLY FEES

FEES ARE DUE BEFORE THE 1ST OF EVERY MONTH

For the remainder of the 2020-21 school year, there will be no part-time or full-time option for Afterschool. All students are able to stay until 6:00pm daily.

AFTERSCHOOL ONLY

\$50/month per child

VIRTUAL LEARNING (5 DAYS A WEEK)

\$280/month

VIRTUAL LEARNING (3 DAYS A WEEK)

\$150/month

AFTERSCHOOL (2 DAYS A WEEK) & VIRTUAL LEARNING (3 DAYS A WEEK)

\$200/month

LATE FEES

Parents that are late picking up their child will be charged a late fee of \$1 per minute per family. The late fee must be paid before your child can return. If you are consistently late, your child will be dropped from the program.

There is no June payment once May is paid in full

IMPORTANT POLICIES

Listed below are a number of IMPORTANT POLICIES, PROCEDURES, and points of emphasis to give you a better understanding of the program. We hope to make this a successful experience for you and your child.

DEPARTURE

We will be limiting the number of individuals allowed into the school building. Therefore we will be operating a drive thru pick-up procedure for students. Each family member will be given a car placard with their student's name(s) to be called during pick up. Please be prepared to show proper ID when picking up your student. Only those authorized on the registration form will be able to pick up. Advanced written notice from the parent/guardian is required for those not on the registration form to pick up.

DISCIPLINE

If discipline problems occur the staff will talk to the child and try to clarify and correct the problem/situation. If the child continues to misbehave and shows no improvement then a parent/director meeting will be requested to explore further options. For safety reasons, all children must behave on the bus/van or they will be suspended. If the staff finds that a child cannot function safely within the group, we will ask that the parent/guardian withdraw the child from the program. Once a child has been expelled from a Burlington Recreation and Parks program, the re-enrollment period is 1 year pending an evaluation. Safety, enjoyment, and respect for each child and the staff are very important to the program.

INJURIES & MEDICATION

An accident/incident report will be provided for your child in case of injury or illness and parents will be notified. If parents cannot be reached, a relative or friend will be notified. If your child must take medication during the programs, a Medication Policy & Action Plan Packet (available on website) must be completed in advance or personnel will not be able to administer the medication to your child. Medication cannot be on site or in the child's possession until the packet has been approved. This may take up to two weeks for approval. Medication packets are non-transferable from program to program.

INCLEMENT WEATHER

EARLY RELEASE DUE TO INCLEMENT WEATHER

If there is early release from school due to adverse weather conditions, the Afterschool Program will not operate. Please make sure you have a plan in place to pick your child up.

PROGRAM CLOSURES/DELAYS DUE TO INCLEMENT WEATHER

Virtual Learning Rec Days will not operate if accumulation is coming down and road conditions are hazardous for travel. Youth Program Supervisors will inform parents of any program delays or closures.

AFTERSCHOOL PHONE NUMBERS

ANDREWS ELEMENTARY	336-263-1242
GROVE PARK ELEMENTARY	336-261-8042
HILLCREST ELEMENTARY	336-516-7824
NEWLIN ELEMENTARY	336-516-2549
THATAWAYS YOUTH CENTER	336-222-5134
BRITTANY HARGRAVE - SUPERVISOR	336-222-5072
LEAH PODOLLE-ASSIST. SUPERVISOR	336-229-3150
MAGGIE MASSEY - THATAWAYS DIRECTOR	336-222-5134

PAYMENTS

**Fees are due before the 1st of every month.
If payments are not received before the 1st of every month, your child will not be able to attend the program until it is paid.**

With recent changes in PCI Standard Compliance and to protect information and financial sources, we are no longer permitted to accept over the phone payments for any Burlington Recreation and Parks program.

PAYMENTS CAN BE MADE:

- In person at the Main Office (1333 Overbrook Road) by appointment only.
- Online at <https://secure.rec1.com/NC/burlington-nc/catalog>.
- Drop box at the main office (check or money orders only).

Please be sure to include the following on your check or money order: your driver's license #, phone #, child's name & program site.

Payments will not be accepted at the Afterschool sites.

REFUND POLICY

There are no refunds or transferable options for Afterschool payments. (i.e. payments cannot be transferred to another Burlington Recreation & Parks program, another month or to the next school year)

*Payment information is subject to change.

COVID-19 WAVIER

Before your student can attend, parents will be asked to provide a signed copy of The City of Burlington's Liability Wavier Release for Communicable Diseases.

- If completing registration online, you must sign the wavier electronically before checking out.
- If completing registration in person, the wavier is attached to the registration form.

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best way to stay connected

NOTIFY ME NOTIFICATIONS

Stay in the loop with Burlington Recreation & Parks! Register for Notify Me Notifications to receive phone calls, text messages, and/or emails from any combination of subscription lists from the City of Burlington about upcoming programs and events, as well as inclement weather updates. You can tailor your topic selection to your interests and select your preferred method of message receipt. Visit www.BurlingtonNC.gov/NotifyMe and subscribe to receive communications from the City of Burlington. Be sure to click "Programs for Children & Teens"!