

The Vikings Club

Aftercare Program



Club Cell Phone Number 440-654-3744

Director: Cassi Burns 480-766-6465

stjosephvikingsclub@gmail.com

Child's Afternoon Routine

The children will be dismissed at 2:15 p.m., before they call for the buses. The children will report to the Lunch Room for attendance. The children will have free play, homework time, snacks and special activities. I will not be sending weekly emails. Our activities will have a theme based on the month September "Back to School", October "Fall/Halloween" etc. I am really excited to incorporate some new crafts, games and hopefully even some fun cooking activities!

PRICING

Student Responsibilities

What will be expected of my child/children?

The director and teachers recognize that the after-school care time is different than the regular school day. However, the children will be expected to follow the code of conduct for the St. Joseph's students as stated in the St. Joseph School Handbook.

This includes:

- Respecting and cooperating with those in authority
- Respecting the children who participate with them in the club
- Cooperating with all rules of the program that are established for their safety and to ensure that the time is profitable and enjoyable for all

Consequences:

1. A child whose behavior is inappropriate according to above guidelines or for the specific activity will be given a warning. If the behavior continues the child will be removed from the group to a designated time-out area until he/she is able to rejoin the activity and act appropriately.
2. A conference will be held with parents, child and director for recurrent problems.
3. For serious problems, a child may be suspended from the program for up to five days.
4. If upon return to the program following a suspension, the child's behavior does not improve, enrollment will be terminated.
5. Parents will be notified in advance in order to make other care arrangements.

Parent Expectations

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- If you choose to have your child/children change clothes, please make sure all the clothes are labeled, especially uniforms. We are not responsible for missing clothes.
- When the winter months come, please remember to label coats, boots, hats, gloves, etc. Also, please encourage your child to be prepared to go outside.
- Please do not send toys from home, they tend to get misplaced or broken.
- We do not have access to the nurse’s office, so we need to have prescription medications on hand if necessary. The correct paperwork will need to be completed as well.
- Bill statements will not be emailed in advance, tax forms are available through FACTS
- Payments will be made through FACTS.
- If you need to change days or hours of attendance, please notify the director, Cassi Burns, so revisions can be made. Notification of one month in advance is necessary for billing purposes.
- For Facts set up:
 - a. Go to online.factsmgt.com
 - b. Login with the username and password you use for tuition.
 - c. Click Set up Payment Plan.
 - d. Click on 2024-2025 Vikings Club.
 - e. Then you can select how you want to set up your payments, by invoices or automatic. (If you choose Credit Card there is a 2.85% service fee)
- We are always open to donations of new or gently used games or craft items.
- Please remember to communicate with us by calling or texting the Vikings Club cell phone. My personal phone number is on this form too.