

Sylvan Lake School Age Care Society (SLSACS)

September 2021 Newsletter

Welcome back to our current members and welcome to all our new families. We are excited for the 2021-22 school year to begin. Please review the following important program information. The *Parent Handbook* is also attached for further information on Kidz Club policies and procedures. Program supervisors are available for any questions or additional information.

Kind regards,

Amy Smith
SLSACS Program Coordinator

Program Contact Information

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General Reminders:

- Kidz Club is a nut free facility. Kidz Club provides an afternoon snack, the snack menu will be posted on the parent communication board
- Children require indoor shoes for Kidz Club. Shoes should be clearly labeled with the child's name and can be left at the program
- Parents are invited to attend monthly parent meetings on the third Monday of each month from 7:00pm-7:30pm; Location to be announced.
- Pertinent information regarding the program will be posted on the communication board for parent review
- Drop off and pickups will be at the school's gym door, in the event the program is operating in an alternative location, staff will ensure all parents are aware prior

Fees:

Reminder that September childcare fees and the \$50 registration fee will be deposited on September 1. All postdated cheques (dated the first day of each month) for September to June monthly fees must be submitted prior to the first day of care.

Subsidy:

Please ensure your subsidy information is up to date, with the correct program ID. **OLR parents:** Please ensure your subsidy starts August 31st for the OLR Kidz Club program.

Absences:

If your child will not be attending program, please let the program know (phone/text/email). If your child does not arrive after school as expected parents will receive a call to verify the absence if it has not been excused.

Child Drop Off and Pick ups:

An adult **must** come to the door drop off and pick up their child from the program. An adult must sign the child into and out of the program. Children will not be accepted into the program before 7:00am and must be picked up no later than 6:00pm. Any late pickups are subject to a late fee.

Children will only be released to adults, listed on their registration form. Please be aware, if the person picking up the child is unfamiliar to staff, they will be required to show photo identification.

COVID Guidelines:

Parents are expected to complete the covid screening daily before sending their child to Kidz Club. Staff will also ask parents/child how they are feeling upon arrival to the program. More information on guidelines for out of school care programs can be found at: [Guidance for Daycares & Preschools \(alberta.ca\)](https://www.alberta.ca/guidance-for-daycares-and-preschools.aspx) . Enhanced cleaning and handwashing protocols will remain in place at Kidz Club programs.

Illness Policy:

To reduce and prevent the spread of illness in the program, children displaying signs and symptoms of illness are not permitted to attend the program, until symptoms have resolved. If a staff knows or suspects a child is sick, staff will make observations on the child's symptoms and behaviors to determine if the child will be sent home. The supervisor or designate will contact the child's parent/guardian. If the parent/guardian is unavailable the emergency contact will be contacted. Parents/guardians must arrange for the immediate removal of the child from the program. The parent/guardian is expected to pickup their child within 30 minutes of receiving the phone call. Children will not be permitted in the program if the following is observed:

- fever, diarrhea, new unexplained rash or cough, and/or vomiting
- the child requires greater care than can be provided without compromising the care of other children
- the child is displaying signs and symptoms that indicate the child poses a health risk to others at the program.

Children can return to Kidz Club after being ill if the following guidelines have been met:

- 48 hours after last incident of diarrhea or vomiting or,
- 24 hours after fever or other symptoms have subsided or,
- With a note from a physician, including a return date stating the child is cleared from any contagious symptoms and/or does not pose a health risk to others

Full Days of Care: Attached is a calendar outlining all full days of care for the year (please review the calendar for your specific program). PD days are included in monthly fees. There is an additional charge of \$30/day per child for school breaks (Winter, Spring, Christmas, etc.). Children must be signed up in advance for **all** full days of care. Fees are **non-refundable** unless two weeks written cancellation notice is provided. Included days are subject to a cancellation fee if cancellation notice has been provided.

Medications and Medical History:

Please advise the program supervisor if your child requires medications to be administered while at the program, the includes emergency medications such as epi-pens, inhalers, etc or if your child has additional health needs/allergies.