

THE KINGDOM'S KIDS



# Afterschool Program

2009-2010

The Kingdom's Kids Afterschool Program proposed transportation from\*:

- East Millbrook Middle
- Durant Road Elementary
- Millbrook Elementary
- Wildwood Elementary
- Fox Road Elementary
- Heritage Elementary
- Durant Road Middle
- River Bend Elementary
- Harris Creek
- Magellan Charter
- CASA Esperanza

\*Transportation from these locations are subject to change.

## So Glad You Chose Us

**For your child we offer a change of pace...**

The Kingdom's Kids is delighted to assist you in the care of your child. After a long day of school your child needs a change of pace. We offer a safe, relaxing environment that's challenging and stimulating to them as an individual.

**For you we offer peace of mind...**

Your child will be cared for, instructed, guided, and allowed to grow in a place that is safe with age appropriate activities, homework assistance, arts & crafts, and a caring, competent staff. We strive to address the physical, social, and spiritual aspects of your child's growing years.

**So glad you chose us, we are here to assist you in caring for your child!**



[www.bodyofchristchurch.org](http://www.bodyofchristchurch.org)

The Kingdom's Kids After school Program is a ministry of Body of Christ Church

# THE KINGDOM'S KIDS

## After school Program 2009/2010 Registration Form

Please print in pen or type (signatures are required)

Date entering program \_\_\_\_\_

My child attends:		Other _____	
Durant Road Elementary	Fox Road Elementary	Heritage Elementary	Durant Road Middle
East Millbrook Middle	Millbrook Elementary	BOCCA	Wildwood Elementary
River Bend Elementary	Harris Creek Elementary	Magellan Charter	CASA Esperanza

### Personal Information

Child's name: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
Last /first /middle preferred name

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Current age: \_\_\_\_\_ Male/Female: \_\_\_\_\_ Grade (as of Sept. 2009): \_\_\_\_\_

### Information about Your Child (please attach additional sheet if necessary)

AD/HD Allergies (type): \_\_\_\_\_ Medication (type and schedule): \_\_\_\_\_  
Other special needs (please give details) \_\_\_\_\_

### Parental Information

Father/Guardian's Name: \_\_\_\_\_ Employer: \_\_\_\_\_  
Home address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home #: \_\_\_\_\_ Work #: \_\_\_\_\_ Mobile #: \_\_\_\_\_

Mother/Guardian's Name: \_\_\_\_\_ Employer: \_\_\_\_\_  
Home address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home #: \_\_\_\_\_ Work #: \_\_\_\_\_ Mobile #: \_\_\_\_\_

### Emergency and Medical Information

Emergency Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

Relation to child: Parent Relative Friend Guardian Other: \_\_\_\_\_

Child's Doctor: \_\_\_\_\_ Phone #: \_\_\_\_\_

Hospital Preference: \_\_\_\_\_ Phone #: \_\_\_\_\_

Insurance Company: \_\_\_\_\_ Insurance Policy #: \_\_\_\_\_

**I permit The Kingdom's Kids Staff to seek emergency medical attention for my child in my absence if it becomes necessary. Please initial \_\_\_\_\_**

**In addition to the above, please give the names and relationships to whom the child can be released (ID will be required)**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

### The Kingdom's Kids Afterschool Program Fees

Non-Refundable Registration fee - \$40.00	Teacher Workday Rate - \$15.00 per day
Monthly Rate - \$120.00	Monthly Rate w/ Transportation - \$140.00
Monthly Rate paying weekly - \$45.00	Monthly Rate w/Transportation paying weekly - \$50.00

**All fees** are pre-paid on the first of every month or last day of the previous week.

#### Late pick up fee

Parents must pick up their children by 6:00 P.M. The Fees for late pick up are \$10.00 for the first 15-minute period per student. After 6:15 P.M. the fee increases to \$1.00 per minute per student. **Late fees are due at time of pickup.**

#### Late payment fee

All fees are due on the first of every month. A late fee of \$10.00 will be added to the account if payment is not received before the third day of the month. After the fifth of the month the child can not attend until the account is current.

# The Kingdom's Kids Afterschool Program General Policy Statement

(Please read carefully and sign below)

The Kingdom's Kids Afterschool Program requires that we have documentation that each child's parent(s) understand and accept our policies on the following issues. Please read the policies listed and sign your name below to indicate your understanding and acceptance of these policies.

**1. Discipline Policy** – Parents are required to read and sign the Behavior and Discipline Policy as a part of the registration process.

**2. Field Trips** - A parent's signature on this form permits the child to leave the school on authorized trips under the supervision of the The Kingdom's Kids staff. Parents will be informed of any scheduled field trips in advance.

**3. Medical Treatment** – In the event of an emergency in which the parent cannot be contacted, emergency medical staff and the The Kingdom's Kids staff may take appropriate action in the best interest of the child.

**4. Payment Policy** – By signing this form, parents indicate that they understand policies concerning payment, cancellation and refunds. Participants may not continue the program if

any outstanding balances remain. No refunds are given for days missed due to vacation, sickness or inclement weather. Payment is remuneration for a weekly space in the program and cannot be prorated or divided into a per day cost.

**5. Cancellation** – A written notice of cancellation or discontinuance of the program is required two weeks in advance. The registration fee is non refundable.

**6. Refunds** – Refunds are not granted for illness, vacation or when the program is canceled due to inclement weather.

**7. Lost Items** – The Kingdom's Kids Afterschool Program is not responsible for any personal items lost or stolen at our programs.

I have read the above statement of policy and agree to abide by all the stated policies.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

"See what love the Father has given us,



that we should be called children of God."

1 John 3:1

# THE KING'S KIDS AFTERSCHOOL PROGRAM



## Wake County (Traditional Calendar) Scheduled Teacher Workdays:

Body of Christ Church - The Kingdom's Kids Afterschool Program will operate on the following days for an additional fee. Please reserve your space for your child(ren) in advance. Space is limited.

**Closed - Mon, Sept. 7th, 2009 (Labor Day)**

**Teacher Workday - Monday, Sept 28th<sup>th</sup> 2009**

**Teacher Workday - Friday, Oct. 30th, 2009**

**Closed - Veterans Day - Wednesday, Nov 11<sup>th</sup> 2009**

**Closed - Wed, Nov. 25th - 27th<sup>2009</sup> (Thanksgiving)**

**Closed - Monday, Dec. 21st - Jan. 1<sup>st</sup>, 2010  
(Christmas and New Years)**

**Closed - Monday, Jan. 18<sup>th</sup>, 2010 (Martin Luther King)**

**Teacher Workday - Monday Jan. 25th 2010**

**Teacher Workday - Monday, Feb. 15<sup>th</sup> 2010**

**Closed - Spring Break March 29th - April 2<sup>nd</sup>, 2010**

**Teacher workday - Monday April 5<sup>th</sup>, 2010**

**Closed - Memorial Day, May 31st, 2010**

**Last Day - Tuesday June 9<sup>TH</sup> 2010**

## The Kingdom's Kids Afterschool Program activities include:

- Homework assistance
- Story time
- Movies
- Morals & Values
- Playground activities
- Music and singing
- Arts & Crafts
- Gym activities

## Afterschool Program fees:

- \$40.00 non-refundable registration fee
- \$120.00 monthly- bus drop off
- \$140.00 BOCC pick-up
- \$15.00 Teacher's Work Days

## The Kingdom's Kids payment policy:

- Payment due in full at time of registration (by money order or debit card only).
- All monthly fees are due by 6:00 p.m. on the first day of each month.

## The Kingdom's Kids Afterschool Program hours:

Weekdays, 2:00pm - 6:00pm  
Starts - August 25<sup>h</sup>, 2009

*In case of early release days, care is not provided the time school is dismissed, however; we will be here regular hours.*

*For school closings due to inclement weather, there will be no Afterschool Program. Parents **MUST** pick up their child from his/her school.*



# The Kingdom's Kids Afterschool Program

## BEHAVIOR AND DISCIPLINE POLICY

Students will be treated fairly and reasonably. Discipline will be based on careful evaluation of the circumstances for each case. Factors that will be considered include the seriousness of the offense, the student's age, frequency of misbehavior, and the student's attitude. Parents and or guardians will be notified of all necessary disciplinary procedures through notes sent home or phone calls and conferences called by faculty or administration.

### The Kingdom's Kids does not condone and will not permit:

1. Ridiculing, threatening, using an inappropriate loud voice
2. Leaving children unsupervised.
3. Use of profanity.

### We expect the children to:

1. Use appropriate language at all times.
2. Cooperate with staff and follow instructions.
3. Respect other children and staff, themselves, equipment and facilities.
4. Maintain a positive attitude.
5. Stay in assigned program areas.

### Behaviors which may result in immediate dismissal include but are not limited to:

1. Any action that could threaten or pose a direct threat to the physical/emotional safety of the child, other children or staff.
2. Fighting.
3. Possession of a weapon of any kind.
4. Vandalism or destruction of school property or property of others.
5. Possession of or use of alcohol or illegal or unauthorized drugs.
6. Leaving the premises without authorization.

**It is of utmost importance that the staff maintain good order and discipline. Safety and a positive atmosphere can be promoted by following the prescribed policies. These policies also apply during transportation of children.**

I have read the above statement of policy and agree to abide by the stated policies.

Parent/Guardian signature \_\_\_\_\_ Date \_\_\_\_\_



## THE KINGDOM'S KIDS AFTERSCHOOL PROGRAM REGISTRATION INFORMATION.

### Your completed registration packet should include:

Registration Form	Emergency Medical Permission Statement (initial)
Emergency Information Contact Form	Behavior & Discipline Policy Form (signed)
First Payment and Registration Fee	General Policy statement (signed)

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THE KINGDOM'S KIDS  
BODY OF CHRIST CHURCH  
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Raleigh, NC 27616  
(919) 872-7712

**The Kingdom's Kids Afterschool Program**

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1 John 3:1