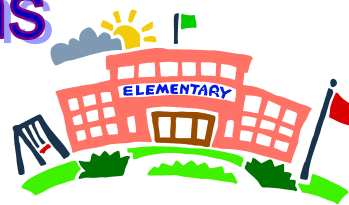
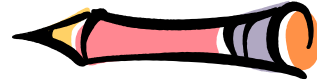


# Carson City Recreation Division Youth Programs

## 2018-2019



# Before and After-School Program!

Carson City's Parks and Recreation holds a before and after-school recreational enrichment program for children in Kindergarten through 5th grade. The program is held at Carson City public elementary schools and observes the School District holiday calendar. The program is designed to provide children with creative structure while their parents work. Recreational activities such as arts & crafts, sports, games, enrichment programs, STEAM, special events, and homework assistance provide the basis of the program. Programs are licensed by Nevada Child Care Licensing.

### Important Contacts:

Email: [ccparksandrecreation@carson.org](mailto:ccparksandrecreation@carson.org)  
 Registration website: [www.carson.org/ccpr](http://www.carson.org/ccpr)  
 Facebook Page: [www.facebook.com/CCPRDept](http://www.facebook.com/CCPRDept)  
 Program Supervisor: Andrew Menendez  
 Phone: 775-283-7428  
 Email: [amenendez@carson.org](mailto:amenendez@carson.org)

**Please note: There will be NO refunds given for time that is paid for and was not attended.**

### BEFORE-SCHOOL PROGRAM



The Before-School Program is held at the Carson City Community Center. Participants are bussed to school from the Community Center by the Carson City School District. Children will not arrive in time for the breakfast program at school. There are no before school offerings for Montessori participants. **All participants must be dropped off NO later than 7:30am in order to be on time for the bus. ENROLLMENT IS LIMITED!** There will be **NO** credit given for holidays or days missed. Before-School Program participants are not eligible for minimum, early release, or professional development days.

- Hours are 6:30am-8:00am

## Prices & Payment Information

### Youth Program:

### Price Per Week:

<b>Before-School Program</b> (not available for Montessori Elementary)	<b>\$20.00</b>
<b>After-School Program</b>	
Bordewich, Empire, Fritsch, Mark Twain, Montessori, Fremont & Seeliger	<b>\$40.00</b>
<b>Break Camps</b>	
Winter Break (Registration begins November 19th)	<b>\$100.00</b>
Spring Break (Registration begins January 14th)	<b>\$100.00</b>

- You can register online at [carson.org/ccpr](http://carson.org/ccpr) or in person at the Carson City Aquatics Facility or the Carson City Multi-Athletic Center. Carson City Community Center hours are coming soon.
- Payment is due at the time of registration and PRIOR to the week of attendance. Staff WILL NOT take payments at the sites. **If your child is not paid for, you will be called to pick-up your child.**
- If you have paid for a week, and your child will not be attending, you MUST notify the Program Supervisor by the Thursday at 5pm prior to the week to receive a partial refund or transfer of monies.
- Registration for the January through June will open November 19th.

### AFTER-SCHOOL PROGRAM

The After-School Program is held in the multi-purpose rooms of Bordewich, Empire, Fremont, Fritsch, Mark Twain, Montessori, and Seeliger elementary schools. Depending the enrollment numbers, one or more schools may be transported to another school to create a larger group. Parents of those schools will be informed prior to the start of each session.

Hours are 3:15pm-6:00pm.

- Cost is \$40.00 per week/per child.



There will be **NO** extra charge for Early Release, Minimum Days, and Professional Development Days when you attend After-School Program. There will be **NO** credit given for holidays or days missed.

**ENROLLMENT IS LIMITED!**

**PLEASE NOTE: A \$10 late fee will be assessed beginning at 6:01pm for every 15 minutes your child is picked up late.**

# Themes of the Month

SEPTEMBER: Game Show Mania	OCTOBER: Myths & Legends	NOVEMBER: Traditions
DECEMBER: Dr. Seuss	JANUARY: Sports	FEBRUARY: Wild West
MARCH: Under the Sea	APRIL: Challenge Month	MAY: Exploring Animals
Monday: Staff Choice		
Tuesday: Arts & Crafts		
Wednesday: Group Games		
Thursday: STEAM		
Friday: Kids Choice		



## IMPORTANT INFORMATION REGARDING YOUTH PROGRAMS

### ABSENT CHILDREN

If your child will be absent, please call 775-283-7428 before 2:00pm. If we do not receive a message, a phone call will be made to the parents making sure that the child is safe.

### SIGN-IN/OUT PROCEDURES

When you drop your child off, please walk your child into their site and sign them in. Staff is not responsible for the children until they are signed in. When a person comes to pick up a child, we will ask for a picture I.D., until we are familiar with that person. This is for the safety of our participants. **NO** child will be allowed to leave with anyone that is **NOT** listed on their registration unless approved by the child's parent. All children **MUST** be signed out prior to leaving. To make a change to your child's information, a Change of Information Form must be completed, signed, and dated by a parent/guardian. Change of Information Forms are located at your child's site.

### SNACKS

Staff encourage children to eat "grow food" first. Children should have enough healthy energy to get through the day filled with many activities. Please pack a snack and plenty to drink each day. There are no microwaves or refrigeration for snacks; please pack all food in an insulated lunch box. Children must be able to feed themselves. Staff will regularly check on children during snack but we are **NOT** responsible for making sure your child eats. Also, children will have access to water fountains throughout the day. We ask the children to take their water bottles with them when off site. If there is a birthday, and a parent brings in a treat for the children, we will hand them out at the end of the day when children are signed out. This way, parents can make the decision if their child can have the treat. While it may occur, the staff does **NOT** allow children to share food with others. This is for the safety of children with allergies. If your child has a food allergy, please teach them that they should not take food from others and let the staff know.

### MEDICATION

Recreation staff cannot hold or dispense **ANY** medication. If your child needs to take medication, they need to do so before they arrive or after they are picked up. If that is not possible, a parent must come and administer the medication. ALL medication should be listed on your child's registration information page. We **HIGHLY** encourage children with epi-pens and inhalers to be aware of signs of on-set on how to self-administer. It is also asked that children with an epi-pen or inhaler carry a small bag with them everywhere they go and include their personal equipment. Please let staff know if your child requires accessibility to their epi-pen or inhaler and note on your child's information page. Please make sure that the epi-pen or inhaler is labeled with the child's name.

### TOYS/VALUABLES

Do not send anything of value. CCPR is not responsible for anything that is lost, broken, or stolen.

### DONATIONS

CCPR accepts donations of games, arts & craft supplies, and other age appropriate items. If you are cleaning out your closets and discover your child's outgrown items, please feel free to contact us to discuss an appropriate drop-off time and location. Thank you in advance for your contribution.



Before & After-School Programs are closed on the following days:

New Years Day	Labor Day
Martin Luther King Jr. Day	Nevada Day
Presidents Day	Veterans Day
Memorial Day	Thanksgiving & Family Day
Independence Day	Christmas Day



Observed Days: Should one of the above holidays fall on a Saturday the program will be closed the Friday before. Should the holiday fall on Sunday the program will be closed the following Monday.

Separate Camps are held for Winter and Spring Breaks

### Snow day and other unscheduled school closures policy

Carson City Recreation does **NOT** provide services on Carson City School District Snow Days or early releases due to weather or other unscheduled school closures. If there is a late start at the schools, staff will stay longer at the Community Center with the children enrolled in the Before-School Program until the Carson City School District busses arrive. Children will **NOT** be accepted if they are not enrolled in the Before-School Program for late start days.