

**Issue #3**  
**August 10,2018**



# SCHOOLMATES SCOOP

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**Hello from Schoolmates!** This week’s scoop includes important information including introduction to your new Schoolmates staff, how to register and sign up for Schoolmates for the first 3 weeks of school, and more....

## Welcome to Schoolmates 2018/2019

The Schoolmates team is excited to see your students beginning Tuesday, August 14<sup>th</sup>. We have been busy setting up our rooms with new games, art supplies, and lots of outdoor equipment too! You can look forward to seeing some returning staff as well as some and new faces at your Schoolmates sites. This year our staff will all be wearing “Schoolmates Blue” staff shirts so they will be easy to recognize on the playground and in the class room. We look forward to getting to know your student this year.

Schoolmates prides itself on being a play-based program. We believe in the value of play for kids and the many emotional and physical benefits play has to offer.

We look forward to playing, learning, and teaching your students all sorts of amazing things this year at Schoolmates! “It’s Good for Kids”!

## Schoolmates Open House

Come meet your Schoolmates Site Staff on August 13<sup>th</sup> 1:30pm-6:00pm.

## Introducing the New Schoolmates Team

Please join me in welcoming our new Schoolmates Team! To ensure continuity for our kids and to the program, each Schoolmates site will now have a consistent Site Coordinator and Assistant Site Coordinator on site Monday through Friday until 6pm.

### Before School Staff

<b>Beach Staff</b> 7:30-9:30	<b>Havens Staff</b> 7:30-9:30	<b>Wildwood Staff</b> 7:30-9:30
Sarah Normart Dustin Kosek	Cynthia Martinez Brittany Callum	Zayra Solorzano Perry Fischel

*Late Pickup Policy*

Late Pick Ups 3:00pm, 4:00pm, and 5:00pm Hours

If you are more than 10 minutes late picking up your child at their scheduled pick up time you will be charged for one unscheduled hour at the Drop-In rate of \$11.25.

*Tip:* When picking up, parents sometimes stop to talk with a friend or have a conversation with one of the staff and don't check out right away. To avoid a late pick up fee, make sure you sign your child out first before having your conversation.

Late Pick Ups after 6:00pm

Schoolmates closes promptly at 6:00pm. We realize emergencies and unusual circumstances do occur which may result in your inability to get to Schoolmates by 6:00pm.

In the event you are unable to pick your child up by 6:00pm, please establish at least three alternate people that **you can call** to pick up your child on time in an unusual or emergency situation.

To prevent a large late fee, keep your emergency card up to date. Provide names and current phone numbers of local people who will help you in an emergency. If your child is still at Schoolmates at 6:10pm, we will call someone to pick him/her up. The site will release your child to anyone who is listed on the emergency card without further written permission, or without you having notified us.

The late fee for arriving to pick up your child after 6:00pm is **\$5.00 per minute** for 6:05pm - 6:10pm; an additional \$1.00 per minute fee will be charged after 6:10pm.

**After School Staff**

<b>Beach Staff</b> 1:00pm – 6:00pm	<b>Havens Staff</b> 1:00pm – 6:00pm	<b>Wildwood Staff</b> 1:00pm – 6:00pm
Site Coordinator: <b>Sarah Normart</b>  Asst Site Coordinator: <b>David Hopkins</b>	Site Coordinator: <b>Jay Pugao</b>  Asst Site Coordinator: <b>C’Airra Callum</b>	Site Coordinator: <b>Katrina Morris</b>  Asst Site Coordinator: <b>Vanessa Chappel</b>

**SM Support Staff\***

<b>7:30am – 12:00pm</b>	
Childcare Program Coordinator: <b>Katrina Morris</b>	Asst Childcare Program Coordinator: <b>David Hopkins</b>
* School Care Works, licensing, conference camps, summer schoolmates, special events	*SM programs, special events, facility maintenance, special projects

Click to learn more about the [2018-2019 Schoolmates Staff](#).

**Register and Sign Up for Schoolmates Beginning August 1st**

Schoolmates will be open for business on Tuesday, August 14<sup>th</sup>!

We will be using ActiveNet for registration through August 31<sup>st</sup>. If you are new to using Schoolmates or are a returning family, follow this link to register and/or sign up using ActiveNet for the first 3 weeks of school.

Please make sure that you have a valid credit card on file with ActiveNet. Families will use this system through the end of August. Information on how to sign up using the new software, School Care Works, will be coming soon!

**A Parent “To Do”: Registration Packets**

Pick up a registration packet at your Schoolmates Site or at the Piedmont Rec Department.

*Returning Families:* Complete the 2018/19 Emergency Card and Schoolmates Parent Handbook Acknowledgement form.

*New Families:* Complete the 2018/19 Emergency Card, Schoolmates Parent Handbook Acknowledgement form, Preadmissions Health Screening and Licensing forms.

State licensing requires that Schoolmates have these forms on site for each child. We thank you for taking the time to complete these forms for Schoolmates. We know you also have many similar forms to complete with PUSD registration. Thanks again!

**Introducing a New Registration Software and Parent App**

Beginning August 27<sup>th</sup>, families will begin using School Care Works to register and schedule their children for the September Schoolmates Calendar. The Schoolmates programming and hourly rates will remain the same. School Care Works (SCW) replaces ActiveNet. Why are we changing? SCW is a program designed specifically for before and after school care programs. It has many beneficial features for both parents and staff such as: easier to use/read scheduling interface, a parent portal/app, and an electronic check in/check in/check out process for staff and parents to use.

In the upcoming weeks we will be providing more information on how to access and use SCW. Stay tuned!

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IN THE NEXT ISSUE:

More information on  
School Care Works,  
Schoolmates monthly  
activity calendars,  
Introducing Parents  
Night Out, and more....

### Registration Fee

To help offset the cost of the per transaction fees charged by the credit card processors, families will now be required to pay an annual registration fee of \$75 per family.

### Back to School Night

Back to School Night is Thursday, August 30<sup>th</sup>. It is an early release day for all students. The Piedmont Recreation Department will be offering a limited program for those families who need extended care from 12:00pm – 2:00pm. Limited space is available (No Drop-Ins will be accepted). Details and sign up information will be available soon.

### New Programs at Schoolmates

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We are excited to offer these new programs that are *in addition* to the regular Schoolmates programming.

#### **K/1 Hour 2:00pm-3:00pm (offered daily during academic year)**

Grades: K - 1<sup>st</sup>

*Sign up for an entire week or by the day!*

“Create, Play, and Learn!”

This hour of wonder at Schoolmates is designed to provide high quality enrichment activities where kindergarteners and 1st graders get to imagine, explore, and focus on what they love to do through play. Activities include creative arts, STEM, culinary, sports, and open recreation. Children have the freedom each day to rotate from staff-directed learning stations to child-initiated exploration.

Sign up through Schoolmates beginning August 1, 2018 on ActiveNet.

#### **Sports and Games Academy (August 14 – August 31)**

Grades: 2<sup>nd</sup> - 3<sup>rd</sup> 2:00pm-4:00pm

Grades: 4<sup>th</sup> - 5<sup>th</sup> 3:00pm-4:00pm

*Sign up for just one week or all three weeks!*

Join us directly after school for our high energy sports camp in an inclusive and supportive environment. We will offer everything from traditional sports to school yard games with a new twist. Each child will learn the essential rules, strategies and skills of each sport and game we play with a focus on the importance of teamwork and sportsmanship. *After school snack included.*

Sign up beginning August 1st on ActiveNet.

We have a lot more to share prior to school starting so please continue to look for our weekly updates. If you miss one, you can find it on the PRD website.

<http://www.ci.piedmont.ca.us/recreation/index.shtml>

Questions? Reach out to us at [PRD@piedmont.ca.gov](mailto:PRD@piedmont.ca.gov)

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