

Schedule

Before care: 6:30 – 7:45 a.m. Structured Centers
7:45 – 8:00 a.m. Students may bring breakfast; or
at 7:55 students may choose to eat
a school breakfast (regular breakfast
charges apply)

After school care: 3:50 – 4:30 Arrival/ Brain Break
4:30 – 4:45 Snack
4:45 – 5:15 Reading & Homework Time
5:15 – 6:00 Outside Time
6:00 – 6:30 Structured Centers

Homework

The TIGERS DEN staff will provide appropriate time and space for homework. We will gladly encourage each child to use this time wisely. However, your child is responsible for homework completion and accuracy. The TIGERS DEN staff will help students check for homework activities noted in the agenda or homework folder. We will gladly offer homework assistance. Moreover, if a student does not bring homework or denies the existence of homework, the TIGERS DEN staff cannot be held responsible.

Snacks

Light snacks will be provided each day. Snack examples include:
Crackers Ice Cream Popcorn Cookies Pretzels Chips

Student Injury / Illness

Your child will not be given any medication during the TIGERS DEN Afterschool Program hours (including aspirin and cough drops) unless a note is sent from home or from a physician. The Site Coordinator or someone knowledgeable in first aid will address minor injuries and illnesses. If medical attention is needed, 911 will be called for assistance. Parents will be informed of all injuries.

Personal Articles

Students should not bring toys, trading cards, sporting equipment, money, or valuable items to the program. Students will follow the school policy and place their cell phones in their book bag. The program will not be responsible for lost, stolen or traded items.

Discipline Policies

Regular school discipline policies are in effect for the program. If a student is disruptive or threatens other students in any way, it may affect his or her future participation in the program. Discipline problems will be handled using the following guidelines:

- First Written Warning
- Second Written Warning
- Final Written Warning
- Dismissal from the program

Before and After School Tuition

Before Care: \$45.00 1 Child \$65.00 2 Children
\$20.00 added for each additional child
After School Care: \$60.00 1 Child \$105.00 2 Children
\$45.00 added for each additional child
Before & After Care: \$90.00 1 Child \$150.00 2 Children
\$60.00 added for each additional child
Late Pickup Fee: \$10.00 flat rate plus \$1.00 for each additional minute

There is a \$15.00 annual application fee (waived if more than 1 child is enrolled). Full tuition is due in advance on the **Friday before** the upcoming week. No credit will be given for day(s) students who are absent from the program. You will be billed for the entire week **unless prior written notice** is given. If a situation arises where you need to change programs (Before vs After), **prior written notice is required** or regular billing rates will occur. Two consecutive weeks of unpaid or overdue fees will result in suspension from the program until full payment is received.

For students not registered, a drop in fee of \$25.00 will be charged. This includes students who are returned by the bus or picked up late.



BAY CREEK
Elementary School

Tuition must be paid online. Online payments should be made at www.mypaymentsplus.com – New customers/Register for a free account: State-Georgia, District-Walton County Board of Education/Bay Creek Elementary School Before and After Programs. Follow the remaining prompts to Input your personal information. My Payments Plus support number: 866-337-8756.

Late Pick Up Policy

You will be charged \$10.00 within the first 10 minutes that your child(ren) is not picked up. After the 1st 10 minutes, you will be charged an additional \$1.00 per minute until the child(ren) are picked up. Please be considerate of our staff in following the program times, except for an extreme emergency. If a parent or authorized adult will be late, it is their responsibility to notify the office as soon as possible. Chronic late pick-ups will result in removal from the program.

Release of Students

Children will be released **only** to persons who are authorized to pick them up as indicated on the enrollment contract. If someone other than the authorized persons will pick up a child, prior written permission is required stating the name and telephone number of the person who will pick up the child (emails and phone calls will not be accepted). The authorized person will be required to show a picture ID and sign the child out. Students will not be permitted to sign themselves out or allowed to walk home unaccompanied. Authorized individuals 16 years of age with a valid driver's license will be allowed to sign out a child.

If no one comes to pick up a child from the program by 6:30 P.M., parents will be called. If parents cannot be reached, other authorized persons listed on the registration form will be called. If no one can be contacted to pick up the child by 7:00 P.M., the school will call 911 for a police officer to pick up the child from school.



TIGERS DEN **AFTERSCHOOL PROGRAM**

Bay Creek Elementary School
100 Homer Moon Road
Loganville, GA 30052

Mission: To provide a safe, welcoming and innovative learning environment offered by highly skilled and trained educators. To provide engaging learning opportunities and relationship building supported by caring adults.

Hours/Days of Operation

Monday – Friday

Before care: starts at 6:30 a.m. Students dismissed at 8:00 a.m.

After school care: 3:45 p.m. until 6:30 p.m.

The program is not operated during school vacation, holiday periods, and teacher in-service days. When schools are closed due to inclement weather, students should be picked up immediately.

Contacts

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