

## KVA KIDS AFTERSCHOOL CARE PROGRAM

1<sup>st</sup> – 6<sup>th</sup> Grades

Director –Anne Thompson [athompson@kerrvance.com](mailto:athompson@kerrvance.com) 252-492-0018 ext 239

KVA Kids is an afterschool program available on a regular school day for students grade K4-6<sup>th</sup>. Age appropriate activities and play will be a regular component of the program. Quiet time will be available for students to complete homework assignments.

### POLICIES & PROCEDURES

**HOURS:** 2:40 pm -6:00 pm for students 1<sup>st</sup> thru 6<sup>th</sup>. Students will report to KVA Kids upon dismissal from class. Students in the lower school building will be escorted to the program by their teacher or teacher assistant. An afternoon snack is provided. KVA Kids is an afterschool program only. We are closed half days, early dismissal days and teacher workdays.

**FEES:** Full-time weekly rate \$50.00. If you enroll your child for full-time care, this amount will be charged every week regardless of the days of attendance. Drop-in rate is \$11.00 per day. Students are allowed a maximum of 2 drop-in days per week. On the 3<sup>rd</sup> day you will be charged the full weekly rate of \$50.00.

A late fee of \$1.00 per minute will be charged if your child is not picked up at the closing time of 6:00pm. This fee is due when you pick your child up.

**MEDICAL:** Each student enrolled must have a current medical form on file with all known allergies listed. If your child becomes sick during the school day, they should not come to KVA Kids. If your child becomes sick in our care, every effort will be made to contact the parent or emergency contact for the child to be picked up. Please send your child in a change of clothes in a labeled zip lock bag that we may keep in case of accidents. If you would like your child to wear sunscreen and/or insect repellent while outside, please send them marked with their name.

**PICK-UP:** An authorized adult must sign out students each day. In the event that you must send someone not on the list to pick up your child, please contact the school to let us know.

# KVA Kids Registration Form

700 Vance Academy Road, Henderson, NC 27537

252-492-0018/athompson@kerrvance.com

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Parent/Guardian Name # 1 \_\_\_\_\_

Address \_\_\_\_\_

Home # \_\_\_\_\_ Cell # \_\_\_\_\_ Work # \_\_\_\_\_

Parent/Guardian Name # 2 \_\_\_\_\_

Address \_\_\_\_\_

Home # \_\_\_\_\_ Cell # \_\_\_\_\_ Work # \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_

Emergency Contact Ph# \_\_\_\_\_

List of authorized adults who can pick up your child

\_\_\_\_\_  
\_\_\_\_\_

Please list any & all medications, allergies, and/or medical conditions

\_\_\_\_\_  
\_\_\_\_\_

I understand my child has to be picked up by 6:00 pm or pay a \$1.00 per minute late fee. \_\_\_\_\_~please initial~

**Electronics will be allowed in KVA Kids as long as parent has signed and given permission that their child can do so.**

**Devices and games will be monitored by teachers. Please be selective of downloads.**

**Thank you,**

**Anne Thompson, Director of KVA Kids**

**\_\_\_I allow my child to bring their electronic device to KVA Kids.**

**They will be bringing \_\_\_\_\_.**

**Parent Signature: \_\_\_\_\_**

**\_\_\_I do not wish for my child to participate in activities including electronic devices. I opt for my child to go to other centers in**

**KVA Kids that do not involve electronics.**

**Parent Signature: \_\_\_\_\_**