



After-School and Summer Camp

"From the lips of children and infants you have ordained praise." Psalm 8:2

2022-2023 After-School Year

Policies & Procedures

Parent Handbook

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ONE SAVIOR CHURCH

Daily Schedule For School Days

(Hours of Operation: Monday-Friday 2:30pm - 6:30pm)

2:30 - 3:10pm	Students Arrive from the Schools
3:10 - 3:30pm	Homework
3:30 - 4:00pm	WORSHIP
4:00 - 5:30pm	Organized Gym & Outdoor Recreation (A Movie is shown on the first Friday of each month.)
5:30pm	Everyone in Gym
6:00 - 6:30pm	Classroom 1 - End of Day Activity

Daily Schedule for Full Days

(Hours of Operation: Monday-Friday 6:30am - 6:30pm)

6:30 - 8:30am	Early Morning Care
8:30 - 9:00am	Snack Rotation (light breakfast snack)
9:00 - 9:30am	Worship/Lesson/Music
9:30 - 10:00am	Quiet Reading Time
10:00 - 11:30am	Organized Gym & Outdoor Recreation; Morning Craft or Activity
11:30 - 12:00pm	Lunch
12:00 - 1:30pm	Rest Time/Reading/Movie
1:30 - 3:00pm	Organized Gym & Outdoor Recreation; Afternoon Craft or Activity
3:00 - 3:30pm	Snack Rotations
3:30 - 5:30pm	Organized Gym or Outdoor Recreation; Classroom Group Game
5:30 - 6:30pm	Evening Care in Gym

***Our schedules change as we add special activities or make adjustments for the weather.**

Planet 82 will be closed on these dates:

September 5, 2022	Labor Day
October 6 - 7, 2022	Professional Development Days
November 23 - 25, 2022	Thanksgiving Break
December 26 - 30, 2022	Christmas Break
February 17, 2023	Professional Development Day
April 7, 2023	Good Friday
April 10, 2023	Professional Development Day

Planet 82 will be open all day on these weekday dates:

(A minimum of 40 children must be signed up to attend to be open.)

October 5, 2022	Early Dismissal (no extra charge)
October 10 - 11, 2021	Fall Holiday
November 21 - 22, 2022	Thanksgiving Holiday
December 21-23, 2022	Christmas Holidays
January 2 - 3, 2023	Christmas Holidays
January 16, 2023	Martin Luther King Jr. Day Holiday
February 16, 2023	Early Dismissal (no extra charge)
February 20 - 21, 2023	Winter Holiday
March 16 - 17, 2023	St. Patrick's Day Holiday
April 3 - 6, 2023	Spring Break Holiday
The Last Day of School is May 24, 2023	

SUMMER CAMP 2023 BEGINS MAY 30, 2023

*This calendar is subject to change depending on a sufficient number of students needing care for that day.

Registration Requirements:

- Registration Form (submit through Sandbox online)
- \$50.00 Registration Fee per child for After-School
- Current Immunization Record
- Emergency Information Form
- Medical Release Form
- Medication & Authorization for Medication Form (if needed)

Fees and Payments

School Days:

- \$75/week - 1 child
- \$140/week - 2 children
- \$205/week - 3 children

(Add \$65/week for each additional sibling.)

HOLIDAY CARE:

*You will need to sign your child up for childcare on school holidays. The deadline to sign up will be announced each holiday. Holiday care is \$35/day/child, in addition to your full after school tuition, but not to exceed \$150/week/child. **You will be charged if you have signed up, regardless of attendance. A \$10 late sign-up fee will be added per child per day to anyone wishing to sign up after the deadline.**

Note: Planet 82 does NOT offer a daily rate for after school. Therefore, full weekly tuition is due, regardless of the number of after school days are in each week.

Payments are due Mondays of the week of care.

We accept cash, check, VISA, Mastercard, and American Express

Accounts should not be more than 1 week behind.

Students will not be able to continue to come until the account is current.

The fee for a returned check is \$30.00 per check. If we receive more than 2 returned checks on an account, cash will be required and all fees will have to be current before your child can return.

Waiting List

Our waiting list is updated every 3 months. An attempt will be made to contact anyone wishing to remain on the waiting list. After two failed attempts, you will be removed from the list.

Early Withdrawal

Planet 82 requires a 2 week notice for withdrawal. During this time, tuition still must be paid.

Late Pick-up

Regular pick-up time is 6:30pm. If you are late picking up your child, there will be a late fee for the extra time. The fee will begin at 6:31pm and will be \$1.00 per minute. The fee will be reflected on your weekly statement as "Late Pick-Up Fee." We will use the time on the IPAD that is used to sign your children in/out on as the Planet 82 time. Overtime will be determined by your arrival (sign-out) time for your child.

Medications

Please let us know if your child needs to receive prescription medication during the time that he/she is with us. We will not dispense medicine without a completed medication form, which can be requested from the office. Medication should be brought in by the parent in the original, non-breakable container and marked clearly with the child's name, name of medication, and dosage your child needs. Over the counter medications will not be given.

Accidents/Emergencies

In case of accident or injury, you will be notified immediately. In the event that we are unable to reach you or your designated emergency contacts, your child will be taken to the nearest designated facility for initial emergency care. In the event of an accident, we will call 911 for immediate assistance.

Drop Off/Pick Up

Only a parent, guardian, or authorized person on your child's registration form may sign out your child. To add new authorized people to your child's pick up list, you must message the director through your parent portal with the name of the person you wish to add. If you need to make other arrangements, you can provide it in writing, phone call, email, or fax using your child's personal security code you provided on the application. **We have the right to request any person's picture ID at any time BEFORE releasing a child from our care.**

Lunch/Snacks

Your child is required to bring his/her own lunch each full day. This lunch should be a cold lunch. We are not able to heat or reheat food. Be sure to pack a nutritious lunch with a drink. An afternoon snack will be provided each day. Extra snacks from home are okay during snack time.

Items From Home

Your child should not bring money, toys, games, stuffed animals, cell phones, electronics or any type of gadgets to Planet 82, unless otherwise noted by the director.

Rest Time On Full Days

Your child will be provided a cot to rest on. You will need to provide a blanket or beach towel for your child. No pillows or pillow pets are allowed because of a potential lice problem. These will need to be brought from home on Monday and taken home each Friday to be washed.

Dress Code For Full Days

Students are expected to dress appropriately at Planet 82. We will be playing indoors and outdoors each day. **Please be sure to send your child in clothes that can get dirty.** Shorts must be an appropriate length of 3 inches from the top of the knee (no short shorts) and tops should cover the torso and not be low-cut. If students are not dressed appropriately, they will be asked to change clothes. NO flip flops except on Water Days.

Discipline

We will use clear instruction and positive reinforcement to encourage appropriate behavior. There may be times, however, when discipline for inappropriate behavior is necessary. Discipline will not be associated with food, rest, or restroom privileges. No physical form of corporal punishment will be administered by Planet 82 staff. Extreme discipline problems will be referred to the Director. The rules for Planet 82 are based on values that are important for children to learn.

The values are as follows:

✚ *The Value of LOVE* – Love God with all your heart and love those around you as you do yourself.

Treat people with kindness and mercy, just like you want to be treated!

✚ *The Value of RESPONSIBILITY* – Take care of your domain (classroom, personal belongings, etc...) by being neat and organized. Treat the planet God made with respect and Planet 82 with respect!

✚ *The Value of OBEDIENCE* – Obey your leaders and the rules of Planet 82.

✚ *The Value of WISDOM* – Learning and growing at Planet 82 by cultivating the ten character qualities that will help your child thrive at Planet 82, at school, in your home and in all of life!

Cultivating Kid's Character

- ♥ **GROWING IN OBEDIENCE** - Obedience is doing what I'm told to do, when I'm told to do it, with a right heart attitude.
- ♥ **GROWING IN ATTENTIVENESS** - Attentiveness is listening with my ears, eyes and heart.
- ♥ **GROWING IN SELF CONTROL** - Self Control is keeping my mind, mouth and movements from going in bad directions.
- ♥ **GROWING IN DILIGENCE** - Diligence is working hard to accomplish a task.
- ♥ **GROWING IN WISDOM** - Wisdom is aiming my life toward what God says is the right direction.
- ♥ **GROWING IN KINDNESS** - Kindness is treating people with love and respect.
- ♥ **GROWING IN FORGIVENESS** - Forgiveness is responding to hurtful people in loving ways.
- ♥ **GROWING IN HONESTY** - Honesty is communicating with truthful words and in truthful ways.
- ♥ **GROWING IN LOVE** - Love is sacrificing myself for the good of others.
- ♥ **GROWING IN WORSHIP** - Worship is celebrating the glory of God by loving King Jesus with all my might.

The rules are as follows:

- Do not stray from your group without permission from your leader.
- Do not run in the halls.
- Do not use corrupt communication (foul language, cruel language, dirty jokes, etc...)
- Do not touch or take other people's belongings without asking.
- Do not talk when your leader is talking.
- Do not do anything to hurt (physically or verbally) or scare another student at Planet 82.
- Do not harm the church property in any way.

The following consequences will be enforced if the rules are broken:

- 1st – Warning
- 2nd – Time out – During regular gym or playtime.
- 3rd – Time out in office with Director
- 4th – Phone call to parents – The Director will phone the parent and explain the situation. Parent will speak with the child and then the Director to determine if the child needs to be picked up immediately or removed from the normal activities of Planet 82. If the child remains at Planet 82, he/she will take part in a special project (service project or character-aimed writing project) for the remainder of the day.

MORE SERIOUS SITUATIONS:

If a student physically harms another student during Planet 82, the student will immediately be taken to the office.

- The Director will interview the teachers and students involved.
- The parents of all involved will be contacted.
- The Director will schedule a parent/director meeting to discuss the consequences. Depending on the severity of the aggression, the student may be suspended from Planet 82

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The Good News is the story of King Jesus. Even though He was and is the Son of God, He came to earth on a rescue mission as a Jewish man just over 2,000 years ago.

He came to fix a really big problem that we started. Because man decided to rebel against what God told them to do (we call this sin), everything in the world has been blinded and broken by the power of sin which always ends in the darkness of death!

Jesus came as the true light of the world because He lived His life in perfect **SELF CONTROL** in the face of every temptation, complete **OBEDIENCE** to His Father's commands and humble **KINDNESS** toward men, women and children! Then Jesus defeated the power of sin by the greatest act of **LOVE** the world has ever known – His voluntary death on a cross for us. He defeated the power of death when He rose from the grave and won the **FORGIVENESS** of God for all people who call upon the name of King Jesus!

He is the true King of the World and He will one day return from His heavenly throne and set everything right. One day every knee will bow to Him in **WORSHIP**! King Jesus invites everyone to believe in Him and turn from sin and live with **ATTENTIVENESS** to everything He says in His Word to us – the Bible!

Trusting in the **WORK** of Jesus (not doing good things to win God's favor) is the only way back into a good standing with God and a life of **WISDOM** rather than waste. We **SPEAK THE TRUTH** of the news of what Jesus has done for us because the amazing story of King Jesus changes everything in our lives and one day in the whole world!

**We invite you to join us any Sunday for Equipping Hour and Worship.
Our services begin at 9:30am for Equipping Hour and 10:45am for Worship.
We have an awesome children's program for all ages.
You and your family are always welcome!**

