

SAC GENERAL INFORMATION

We would like to take this opportunity to thank you for your interest in the SAC program. The Hayfield-Brownsdale School District program is designed to provide a safe and supervised environment for children in Preschool through age 12.

SAC offers a variety of activities to channel children's energies into positive growing experiences. SAC will focus on the following goals for your child:

1. To develop new friendships and work together in cooperative group situations.
2. To gain respect for themselves, others and property.
3. To develop self-confidence.
4. To provide a safe, caring, trusting & relaxed environment conducive to fun and adventure.
5. To provide trained caring & respectful staff who understand the importance of a stable setting that meets the developmental needs of children.

PROGRAM

SAC offers a variety of activities in both group and individual situations. Some of the activities include: arts and crafts, sports, creative and dramatic play, recreational skills, community exploration, reading, science, manipulative and construction toys, outdoor play, and special events.

Weather permitting, children will spend time outdoors and/or will be allowed to use the gym for active play. "Free time" for the children to pursue their own interests in a safe, friendly environment will be provided.

CHILDREN SERVED

* SAC serves children, the summer before kindergarten through the age of 12. With prior approval children may start summer prior to Preschool.

* Hayfield-Brownsdale School District will not deny or discriminate on the basis of race, color, creed, religion or national origin in its enrollment policies.

STAFF

SAC staff has experience in planning, implementing and supervising appropriate activities for school age children. All staff members are involved in on-going in-service training.

POLICIES AND PROCEDURES

Enrollment in the program assumes an understanding that you will abide by the guidelines listed as follows:

Parent Expectations of the Program

Parents may expect that:

1. Their children are cared for in a safe, supportive environment.
2. They may visit with the program supervisor about concerns related to their child or program.
3. They will be told about any improper behavior on the part of their child, and to visit with the coordinator/staff in order to bring about improvement on the situation.

4. They will be informed promptly if their child does not arrive at the program site according to his/her enrollment information.
5. They will be regularly informed by the staff about program activities.

Program Expectations of the Parents/Guardians

The program expects that parents will:

1. Pay fees on time as explained in the fees and payment procedures.
2. Keep the child's records up-to-date as explained in the enrollment form.
3. Pick up children on time as explained in the Attendance Procedures Section.
4. Forward changes of address and phone numbers to the SAC Site and SAC Office.
5. Follow the health and medication policies as explained in the Illness/Medication Procedures Section.
6. Contact the site if their child will not be attending as scheduled.
7. Pay attention to any communication from site staff regarding their child's behavior and cooperate in efforts to bring about improvement to the situation.
8. Inform staff about any special needs of their children.

Children's Expectations of the Program

Children may expect:

1. To have a safe, supportive and consistent environment.
2. To use program equipment, materials and facilities on an equal basis.
3. To receive respectful treatment.
4. To receive discipline that is appropriate and non-punitive.
5. To receive nurturing care from staff members who are actively involved with them.

Programs Expectation of Children

The program expects that the children will:

1. Have fun, be friendly, be safe, be honest and be respectful to staff and others.
2. Be responsible for their actions.
3. Respect the school rules that guide them during the day and when at the program.
4. Remain with the group and program staff at all times.
5. Take care of materials and equipment properly and return them to their proper place when done, or before taking out new ones.
6. Arrive at the program promptly according to the enrollment information.

Hours & Fees

SAC will operate on school days from 6:00 AM until school begins and then again after school until 6:15 PM. SAC will also offer childcare on non-pupil days, late start days, early release days and summer. SAC will be closed on all major holidays and snow days. A charge of \$2.50 per will be applied to each account. Family accounts will be billed every Monday, for the care received the prior Monday through Friday. Every other Monday, a statement is printed of your family account, only if you have a negative balance. However, you may ask to see what your account balance is, at any time. When you receive a statement, we ask that you pay your bill in full. SAC is a non-profit, self-supporting organization, which is why we depend on prompt payments to meet program expenses.

****SAC reserves the right to change hours or close based on participant need. ****

WANT TO REGISTER? CALL Rachel Dublin 477-3235 Ext. 234