



Asteroids Program

After Middle = Success
2017-2018 School Year

To the Parents/Guardians of Auburn Public Schools
5th Graders:

The Auburn Public Schools is offering an after school program once again to our 6th grade students for the 2017-2018 school year at Auburn Middle School.

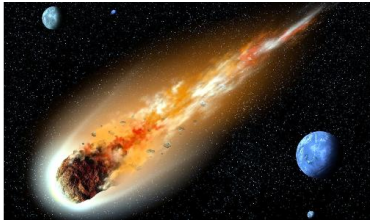
Registration forms are attached. If you are interested in this program, please complete these forms and return them to your child's school by April 26, 2017 along with a \$25.00 (\$10.00 for a second child) non-refundable registration fee to:

AMS Asteroids Program
Auburn Public Schools
5 West Street
Auburn, MA 01501

Assuming there is ample interest and space available, this program will begin operation on the first day of school.

This program will operate from 2:30-5:30 p.m. Monday through Friday.

If you have any questions, please contact Ailaine Zautner at 508-832-7755.



Asteroid Program

After Middle = Success
2017-2018 School Year

- **Purpose:** To provide an after-school educationally-centered, supervised activity time, including homework, Arts and Crafts, Sports and Games, Technology and a nutritious snack in a safe, enriching and nurturing environment.
- **Philosophy:** Auburn Asteroids is a program of the Auburn Public Schools which extends the children's academic day through physical activity, supervised homework time, and an opportunity to play, work on crafts or on school projects. Asteroids will be housed at the Auburn Middle School.
- **Health:** Asteroids will follow the health and safety policies and procedures of the Auburn Public Schools.
- **Nutrition:** The program will provide one healthy snack during each session.
- **Transportation Plan:** Parents/Guardians are responsible for pick up at the end of the program and must sign their children out before they are dismissed.
- **Behavior Expectations:** Asteroids will follow the policies and procedures of the Auburn Public Schools.
- **Organizational Structure:** Program Directors (ratio 1:10)
Joseph T. Gagnon, Principal
- **School Calendar:** Auburn Asteroids will be open on those days when school is in session.
- **Absence:** If your child is absent from school, you must report his/her absence to the Asteroids' staff so that they do not expect him/her to attend that day. **You must notify the school of absences.**

NO SCHOOL – NO ASTEROIDS
*******INCLEMENT WEATHER PROCEDURE*******



Asteroids **will not** be open during snow days.

When school has been dismissed and weather is especially severe, Asteroids' staff will contact parents/guardians to ask them to pick up their children as early as possible. We will attempt to remain open until **3:30 p.m.** on severe weather days.

- **Late Pick Up Policy:**

Pick up for the Asteroids Program is **no later than 5:30 p.m.**

We have established these FIRM procedures regarding late pick-up.

1. Parents will be assessed a fee of \$1.00 per minute for each minute late.
2. If the late pick-up happens more than three times in one year, a conference will be convened between the Principal and the parents/guardians to determine whether the family is still eligible for the program.

In the event that a child remains in the program after the 5:30 p.m. pick up time, the following procedures will be followed.

1. An Asteroids' staff member will try to contact the parent/guardian for instructions.
2. An Asteroid staff member will call the emergency contact list to arrange pick-up. Parents will be charged a late fee for the amount of time the emergency contact is late.
3. If by 6:15 p.m. no contact has been made to either parents/guardians or emergency contact, a call will be placed to the Department of Children and Family (DCF) Emergency Unit to report an abandoned child. Staff members will then follow instructions of DCF staff as to where to bring the child.

- **Mandated Reporters:**

Please be advised that all Asteroids Staff are mandated reporters under state law. Therefore, any unexplained cuts, abrasions, or other signs of abuse and neglect must be reported to the Department of Children and Family. Failure on anyone's part to do so can result in very strict penalties to the staff who worked with your child.

**AUBURN PUBLIC SCHOOLS
ASTEROIDS PROGRAM
AUBURN MIDDLE SCHOOL (After Middle = Success)
Registration Form
2017-2018**

CHILD'S NAME: _____

DATE OF BIRTH: _____ GRADE: _____

ADDRESS: _____ PHONE: _____

PARENT/GUARDIAN:

FATHER _____ MOTHER _____

WORK #s: FATHER _____ MOTHER _____

Cell #s: FATHER _____ MOTHER _____

Place of Employment: FATHER _____ MOTHER _____

Preferred e-mail address: _____

Siblings in Program: _____

Please state any known allergies/medicines: _____

Are there any medications that need to be dispensed? _____

After School:

2:30 p.m. – 5:30 p.m.

(Please check one)

- | | | |
|--------------------------|-------------------|------------------------|
| <input type="checkbox"/> | OPTION A (5 Days) | Monday through Friday |
| <input type="checkbox"/> | OPTION B (4 Days) | _____ List days needed |
| <input type="checkbox"/> | OPTION C (3 Days) | _____ List days needed |
| <input type="checkbox"/> | OPTION D (2 Days) | _____ List days needed |
| <input type="checkbox"/> | OPTION E (1 Days) | _____ List days needed |

If you would like to reserve a place for your child for the 2017-2018 school year in this program, please complete this form and enclose a \$25.00 (\$10.00 for a second child) **non-refundable** registration fee by April 26, 2017 to:

AMS Asteroids Program
Auburn Public Schools
5 West Street
Auburn, MA 01501

***** The tuition for the first month is due on Monday, August 14, 2017 for the 2017-2018 school year.*****

For more information, please feel free to contact the Auburn Public Schools' Central Office at 508-832-7755.

ASTEROIDS PROGRAM

EMERGENCY FORM

2017-2018

Student's Name: _____

Parent/Guardian: _____

Home Address: _____

Home Phone: _____ Cell Phone: _____

Parent/Guardian Business Address: _____

E-Mail Address: _____

Business Phone (Mother): _____ (Father): _____

DOCTOR: _____ Phone: _____

Person to call in an emergency:

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

People who are designated to pick up my child:

Name: _____ Phone: _____

Address: _____ Password: _____

Name: _____ Phone: _____

Address: _____ Password: _____

Name: _____ Phone: _____

Address: _____ Password: _____

In case of an emergency, I expect the AUBURN ASTEROIDS PROGRAM to make every effort to reach me. If I cannot be reached, my child should be taken to _____ Hospital, or the nearest hospital, and may receive necessary medical treatment.

Signed: _____ Date: _____

Activities and Schedule



- Snack
- Aerobic Activity~ Outside weather permitting
- Group Read: Novel or Play

Weather permitting we will go outside daily, we all need some fresh air, a brisk walk around the back field helps. We generally try to get a mile walk in. When the weather does not allow, we loop in the hall from the first floor to the second. Once we have released all our extra energy, students will have book time, we will vote on a story or play to do together.



Arts and Crafts



Sporting Activities

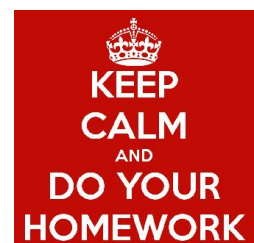


Technology

Activity time, whether it is arts & crafts, community service, sports or computer based on the Epson's with in the class. This will depend on the make up of the group and needs of the students.

- Homework/Organization

Independent homework time; students will work on assignments independently. When students are finished or do not have any homework, they will be asked to read for 30 minutes then work on something silently so that others can still concentrate on their work. When a majority of the students need to type or research, we will use the computer lab when possible.



If your child is going to stay for help with a teacher to gain a better understanding of the homework or lesson of the day, they must check-in to the Asteroids program first, then attend the helping session.

ASTEROIDS PROGRAM 2017-2018
AFTER SCHOOL MONTHLY PAYMENT SCHEDULE
 (up to 3 hours per day)

Month	5 Days	Sibling Discount	4 Days	Sibling Discount	3 Days	Sibling Discount	2 Days	Sibling Discount	1 Day	Sibling Discount
	OPTION A		OPTION B		OPTION C		OPTION D		OPTION E	
September	\$240.00	\$120.00	\$190.00	\$95.00	\$144.00	\$72.00	\$96.00	\$48.00	\$48.00	\$24.00
October	\$230.00	\$115.00	\$184.00	\$92.00	\$138.00	\$68.00	\$92.00	\$46.00	\$46.00	\$23.00
November	\$230.00	\$115.00	\$184.00	\$92.00	\$138.00	\$68.00	\$92.00	\$46.00	\$46.00	\$23.00
December	\$185.00	\$92.50	\$148.00	\$74.00	\$111.00	\$55.50	\$74.00	\$37.00	\$37.00	\$18.50
January	\$240.00	\$120.00	\$190.00	\$95.00	\$144.00	\$72.00	\$96.00	\$48.00	\$48.00	\$24.00
February	\$200.00	\$100.00	\$160.00	\$80.00	\$120.00	\$60.00	\$80.00	\$40.00	\$40.00	\$20.00
March	\$240.00	\$120.00	\$190.00	\$95.00	\$144.00	\$72.00	\$96.00	\$48.00	\$48.00	\$24.00
April	\$185.00	\$92.50	\$148.00	\$74.00	\$111.00	\$55.50	\$74.00	\$37.00	\$37.00	\$18.50
May	\$250.00	\$125.00	\$200.00	\$100.00	\$150.00	\$75.00	\$100.00	\$50.00	\$50.00	\$25.00
June	\$75.00	\$37.50	\$60.00	\$30.00	\$45.00	\$22.50	\$30.00	\$15.00	\$15.00	\$7.50
TOTALS	\$2075.00	\$1037.50	\$1,654.00	\$827.00	\$1,245.00	\$620.50	\$830.00	\$415.00	\$415.00	\$207.50

We understand that you may need to add an additional day from time to time. If you need to do so, please contact Mr. Gagnon for prior approval. This is to ensure there is the appropriate coverage for your child to attend on a non-scheduled day. **Please note there will be an additional charge of \$15.00 per day for the After School Program.**

We thank you for selecting our Asteroid Program for your child. We hope you and your child find the program to be fun and enriching.

