



Welcome to another year of after school care at the Boys & Girls Club. I'd like to share some facts you need to know about us. First and foremost, we strive to give your child the best possible child care available at the lowest possible cost. We have a yearly membership fee of \$50/child that is renewable each September. Our rates are as follows: \$10/week/child or \$2 /day. Something new this year, we are asking for payment at the end of each week unless other arrangements have been made. This will eliminate the need for monthly invoices. We found that to be time consuming and the need will be eliminated by weekly payments. Statements can be given out on a quarterly basis if requested. We are working to find the most cost effective way to do billing and we appreciate your understanding.

The Boys & Girls Club is open for after school beginning on the first day of school and is opened from 3:00 until 6:00 PM each day that school is in session. When Gilmore Elementary School is closed so is the Boys & Girls Club. We do not open on snow days and our unit does not provide day care during vacations. Our Franklin Street site in Tonawanda does provide holiday camps and a schedule of those camps will be made available in mid September. These camps must be prepaid and registration must be in by the deadline or an additional \$5 fee will be charged. More information will be available well in advance of each camp.

The Gilmore Club offers child care on half days and early release days. These longer days are available for an additional fee of \$10/day per child. Pre-registration is required to ensure proper staffing ratios.

The Boys & Girls Club after school program is a registered day care under the supervision of the New York State Office of Children and Family Services and we must follow the guidelines given by them. We keep within the state mandated ratios to ensure proper care of all children in our care. A copy of the OCFS regulations is available to view by asking the program director or by checking out the bulletin board in the Gilmore cafeteria.

Our program staff is of the highest quality. All staff members have been checked through fingerprinting and the state clearance agency to ensure that they do not have a record of any kind. They are also required attend regular training sessions to keep updated on requirements for day care programming.

The Boys & Girls Club offers many programs for our members. We provide a healthy snack for each child daily upon entering the Club. Following snack we offer homework help in the library, computers, gym activities, board games, arts & crafts and much more. Children are kept in groups by age to help maintain ratios and keep activities age appropriate.

We also offer programs to help our members with conflict resolution and making good choices as they grow and mature. Parental permission is obtained before we

start these programs and we will be happy to discuss program topics with parents before hand.

Evening programming begins in late November and is fee based. These programs include floor hockey, soccer and flag football. Pre-registration is required and forms will be available on the front table in the cafeteria. Spaces are limited and are on a first come, first served basis.

The Boys & Girls Club after school program is available for children from all schools in the North Tonawanda school district. Once your child is enrolled in our program busing is available by calling the transportation department at 807-3876.

To help maintain the quality of our program we expect proper behavior from our members. This includes respect for other members, staff and Club and school property. If a child has a problem during Club hours the following procedures will be followed.

- 1) Child will be reminded of Club rules.
- 2) Child will be removed from the activity.
- 3) Child's parent will be spoken to at pick up time.
- 4) A phone call will be placed to the parent to pick up child.
- 5) Child will be suspended from the program and must meet with the Club Director and a parent before returning to the Club.
- 6) Child is removed from the Club.

The Club is opened from 3-6 PM daily and children must be picked up by that time. If you are going to be late once please call the Club at 693-2287. If you find that you can't pick up your child before closing time on a regular basis please find someone that can do that for you. There will be a late fee charged after the first time you are late at the rate of \$1/minute. All late fee charges must be paid by the end of each week.

Failure to follow the above rules will result in your child being expelled from the Club until assurances can be made that rules will be followed. We will be happy to discuss any of the above rules with you in person. Stop by the Club.

Please keep us informed of major changes in your family (divorce, illness, etc) that may help us better deal with your child. And as always please let us know if you have questions or concerns about any program at the Club.

Sincerely,

Kathy Kornacki  
Unit Director  
Boys & Girls Club of the Northtowns  
Gilmore Unit  
693-2287

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