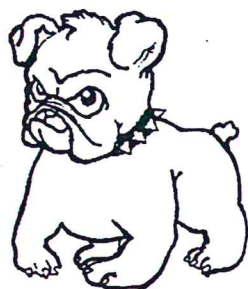


Waterloo Community Unit School District No. 5



Kennel Klub
Before/After School Care
Information
Grades K-6

Program Locations:

WJ Zahnow Elementary School 301 Hamacher Street 618-939-3458
Rogers Elementary School 200 North Rogers Street 618-939-3454
Gardner Elementary School 1 Ed Gardner Place 618-939-3060
Waterloo, IL 62298

The Waterloo Community Unit School District has its own before/afterschool program for Kindergarten through Grade 6 students attending WJ Zahnow Elementary, Rogers Elementary, Gardner Elementary and Waterloo Junior High (6th grade only). The program is located at WJ Zahnow Elementary for Kindergarten and 1st Grade. Rogers Elementary houses the program for Grades 2-6 in the morning and grades 2-3 in the afternoon. Gardner houses the program for grades 4-6 in the afternoon. Activities provided will include table games, outdoor play, arts/crafts and homework time.

Application forms can be found on the school website. They can also be picked up at each Kennel Klub location:

Kennel Klub Director:
Tina Seymour
618-540-9626
tseymour@wcusd5.net

Hours of Operation:

6:00-8:00 A.M.

3:00-6:00 P.M.



Fees are due one week in advance:

\$15.00 Mornings Only (1-5 Days)

\$15 per day for 1-2 days per week (afternoon only)

\$12 per day for 3-5 days per week (afternoon only)

\$5.00 Per Family: Part-Time multi-family discount per week

\$10.00 Per Family: Full-time multi-family discount per week

\$10.00 Additional daily fee for half days of school

\$15.00 Additional daily fee for full day of care

Waterloo
Community Unit
School District
No. 5

302 Bellefontaine Drive
Waterloo, IL 62298

Phone: 618-939-3453
Fax: 618-939-4578

Waterloo Community Unit School District No.5
Official Kennel Klub Calendar 2018-2019

| | | | |
|-------------|-----------------------|--|---------------------------|
| 2018 | August 16 | First day for students 18-19 SY | Kennel Klub OPEN |
| | August 31 | ½ day for students | Kennel Klub OPEN |
| | September 3 | Labor Day Holiday – No School | Kennel Klub CLOSED |
| | September 14 | ½ day for students | Kennel Klub OPEN |
| | October 5 | Teacher Institute – No School | Kennel Klub OPEN |
| | October 8 | Columbus Day Holiday – No School | Kennel Klub OPEN |
| | November 1 | P/T Conferences – No School | Kennel Klub OPEN |
| | November 2 | P/T Conferences – No School | Kennel Klub OPEN |
| | November 12 | Veteran’s Day Observed– No School | Kennel Klub CLOSED |
| | November 21 | ½ day for students | Kennel Klub OPEN |
| | November 22-23 | Thanksgiving Break | Kennel Klub CLOSED |
| | December 7 | ½ day for students | Kennel Klub OPEN |
| | December 24-26 | Christmas Break – No School | Kennel Klub CLOSED |
| | December 27-28 | Christmas Break – No School | Kennel Klub OPEN |
| | December 31 | Christmas Break – No School | Kennel Klub OPEN |
| 2019 | January 1 | New Year’s Break – No School | Kennel Klub CLOSED |
| | January 2 | New Year’s Break – No School | Kennel Klub OPEN |
| | January 18 | ½ day for students | Kennel Klub OPEN |
| | January 21 | MLK Jr. Holiday – No School | Kennel Klub OPEN |
| | February 15 | ½ day for students | Kennel Klub OPEN |
| | February 18 | President’s Day – No School | Kennel Klub OPEN |
| | March 8 | ½ day for students | Kennel Klub OPEN |
| | April 18-19 | Spring Break – No School | Kennel Klub OPEN |
| | April 22 | Spring Break – No School | Kennel Klub CLOSED |
| | May 15* | Last Day for Students 18-19 SY | Kennel Klub OPEN |

*Kennel Klub will remain open until the end of the school year, depending on the number of emergency days used.
The last day of school will be the final day of Kennel Klub for that school year.

Fees

- The weekly rates per child will be:
\$15.00 Mornings only (1-5 days)
\$15.00 per day for 1-2 days per week (afternoon only)
\$12.00 per day for 3-5 days per week (afternoon only)
- \$ 5.00 Per Family: Part-Time multi- family discount per week.
- \$10.00 Per Family: Full-Time multi-family discount per week.
- \$10.00 Additional daily fee for half days of school.
- \$15.00 Additional daily fee for full day of care.
- Weekly tuition must be paid promptly, one week in advance, to hold your position in the program. Checks can be submitted to the Kennel Klub staff at child pick-up.
- Checks should be written to Waterloo CUSD#5.
- Yearly Receipt of Payment provided for tax purposes.

Waterloo Community Unit School District No.5
KENNELKLUB Before/After
School Care Program Grades K-6

This program provides children of working parents a safe, well-supervised environment, consisting of homework time, enrichment activities, and both indoor and outdoor recreation time. Kids are encouraged to be kids and have fun with their friends!

Program Overview

- * Enrichment activities, table games, outdoor play (weather permitting), and art/crafts are components of the Kennel Klub program.
- Homework time with assistance. Learning is embedded in many of the activities offered.
- Activities are adapted to meet the needs and interest of our Kennel Klub students and may vary from day-to-day.
- * Kids are encouraged to interact with peers and in groups, but overall, to have fun!
- Snacks are provided daily for the students.

Location, Schedule and Hours of Operation

- Location:
 - Kindergarten and 1st grade students will stay at WJ Zahnow Elementary.
 - 2nd grade and 3rd grade students will stay at Rogers Elementary.
 - 4th grade through 6th grade students will attend at Rogers Elementary for the morning session. 4th grade through 6th grade will attend Kennel Klub at Gardner Elementary for the PM session.
- Kennel Klub is closed on snow days and major holidays (note calendar).
- Gardner Elementary students attending Kennel Klub will walk from Rogers Elementary to Gardner Elementary in the morning. 6th grade students will catch a bus from Rogers to the Junior High in the AM.
- Hours of Operation:
 - * 6:00-8:00 A.M. (before school care)
 - * 3:00-6:00 P.M. (after school care)
 - * Half day of school-Kennel Klub is available immediately after school dismissal until 6:00 P.M. Lunch will be included.
- Parents arriving after 6:05 p.m. will be charged \$1 per minute after 6:05 p.m. Late fees must be paid before the child is permitted to return to the program. Three late pick-ups will result in dismissal from the program.
- In the event a student is still in the program's care at 6:30p.m., the Waterloo Police Department will be contacted to pick up the child. If police intervention is required, the child will be immediately dismissed from the program.

Fees

- The weekly rates per child will be:
 - \$15.00 Mornings only (1-5 days)
 - \$15.00 per day for 1-2 days per week (afternoon only)
 - \$12.00 per day for 3-5 days per week (afternoon only)
- \$ 5.00 Per Family: Part-Time multi-family discount per week.
- \$10.00 Per Family: Full-Time multi-family discount per week.
- \$10.00 Additional daily fee for half days of school.
- \$15.00 Additional daily fee for full day of care.
- Weekly tuition must be paid promptly, one week in advance, to hold your position in the program. Checks can be submitted to the Kennel Klub staff at child pick-up.
- Checks should be written to Waterloo CUSD#5.
- Yearly Receipt of Payment provided for tax purposes.

Waterloo Community Unit School District No.5
KENNELKLUB Before/After
School Care Program Grades K-6

Safety

- Student safety is our primary concern. All students must be signed out by an adult upon leaving the program.
- All adults must be listed on the Application Form (see attached) for student release.
- Adults may be requested to show proper identification when picking up, if they are not recognized by the staff.

Medicine

- The medication policy outlined in the Zahnow Elementary, Rogers Elementary and Gardner Elementary School handbooks will be followed.
- All prescriptions and over-the-counter medications must be given to a Kennel Klub staff person if the medication is to be given during the program hours.
- A student who becomes ill while attending the program must be picked up promptly upon notification.

Injuries

- The Kennel Klub staff will treat minor injuries such as scrapes, scratches, insect bites, etc., if necessary.

Any serious injury or head injury will be reported to the parents immediately so that appropriate action may be taken. If a major injury occurs the staff will immediately call 911 and the parents or emergency contacts will be notified.

- If the parent or emergency contacts cannot be reached and, in the judgment of the program authorities, immediate medical and/or hospital attention is needed (including ambulance services), your child will be sent to an available hospital and all related fees will be assessed to the parents.

Discipline

- Our philosophy and intent is to provide a healthy and happy environment for our students promoting self-respect, respect for others, and self-discipline.
- Students who participate in the Kennel Klub program are expected to follow the general school rules. Students will be provided with specifics upon entry into the program.
- Parents will receive two behavior warnings. On the third occurrence, the child will be removed from the program and all paid fees are forfeited.
- Cases of gross disrespect and/or insubordination will result in immediate dismissal from the program.

For more information or questions regarding Kennel Klub, please call Tina Seymour at 618-540-9626.

Our mission is to serve the educational needs of our young people by encouraging education excellence in an environment which promotes the development of productive and responsible citizens.

Waterloo Community Unit School District No.5
Kennel Klub - Before/After School Care Program (Grades K-6)
2018-2019 Application Form & Agreement

| Child's Name | Grade | Date of Birth | Gender | Morning | Afternoon |
|--------------|-------|---------------|--------|---------|-----------|
| _____ | _____ | _____ | M/F | YES/NO | YES/NO |
| _____ | _____ | _____ | M/F | YES/NO | YES/NO |
| _____ | _____ | _____ | M/F | YES/NO | YES/NO |
| _____ | _____ | _____ | M/F | YES/NO | YES/NO |

Morning Program (6:00-7:45am) All Locations

Afternoon Program (2:30-6:00pm) Zahnow

Afternoon Program (3:00-6:00) Rogers & Gardner

Please fill in Completely:

(Circle AM days attending)
M T W TH F

Drop Off Time

(Circle PM days attending)
M T W TH F

Pick Up Time

Does your child have any **Diet Restrictions**? Yes No

Does your child have any **Allergies**? Yes No

Does your child have any **dietary restrictions and/or allergies**? (explain), _____

Does your child have any **Medical Condition(s)** we should know about?
 (explain) _____

Child(ren) Address: _____

Parent(s) or guardian(s) with whom child resides:

Name: _____ Relationship to Child(ren): _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Email Address: _____

Name: _____ Relationship to Child(ren): _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Email Address: _____

Person responsible for payment, if different from above:

Name _____ Address _____ Phone _____

Important: Please complete back of form and sign.

**Waterloo Community Unit School District No.5
Kennel Klub - Before/After School Care Program (Grades K-6)
2018-2019 Application Form & Agreement**

Any changes in list below MUST be received from you in writing. NO unauthorized person will be allowed to pick up your child(ren).

Authorized Contacts - Person(s) authorized to pick up and call regarding your child:

- | | | | |
|----|------------|---------------|---------------------|
| 1. | Name _____ | Phone # _____ | Relationship: _____ |
| 2. | Name _____ | Phone # _____ | Relationship: _____ |
| 3. | Name _____ | Phone # _____ | Relationship: _____ |

1. The Waterloo Community Unit School District #5 Kennel Klub will assume full responsibility for my child(ren) from the time he/she arrives at the program until the child is called for by me or another authorized person. The child will be signed in upon arrival and be signed out by an authorized person.
2. I understand I am responsible for providing transportation home for my child(ren).
3. An overtime fee of \$1 per minute will be assessed if pickup is after 6:05pm. Late fees must be paid before the child is permitted to return to the program. Three late pickups will result in dismissal from the program.
4. I understand that during vacation periods and days that schools are closed, there will be NO Latchkey Program (unless noted on calendar).
5. I agree to pay on a weekly basis. BALANCES MUST BE PAID IN FULL WEEKLY FOR THE UPCOMING WEEK AS AGREED OR SERVICES WILL BE DENIED UNTIL PAYMENT IS MADE IN FULL.
6. Latchkey Program operates Monday-Friday when school is in session, as well as other dates noted on the Kennel Klub calendar, and serves grades Kindergarten through 6th grade.

I agree to adhere to the Waterloo Community Unit School District No.5 Kennel Klub registration policies as listed in the Registration Agreement and Parent Information Sheet. I give my child permission to participate fully in this program.

Signature _____ Date _____

Email Address #1 _____

Email Address #2 _____

W. J. Zahnow Elementary School-301 Hamacher Street, Waterloo, IL 62298-618-939-3458
Rogers Elementary School-200 North Rogers Street, Waterloo, IL 62298-618-939-3454
Gardner Elementary-#1 Ed Gardner Place, Waterloo, IL 62298-618-939-3060