

Welcome to the Sterling House After School Program

Sterling House is pleased to offer an after school enrichment program for children in the Stratford School District. The program will run Monday – Friday until 6:00PM.

Your child will complete their homework, do some reading, and have a nutritious snack, after which they can enjoy activities such as arts & crafts and games, or go outside on our playground if weather permits.

Our Mission:

To enhance and enrich each child's life by encouraging emotional, educational, and physical growth.

TRANSPORTATION: Upon our receiving your application and payment for the After School Program, we will contact the Board of Education and request that your child be added to the bus that drops the children off here at Sterling House from your school. Upon an approval notification from the Board of Education, we will notify you with the date the bus will begin bringing them. This can be a quick turnaround.

STORM CANCELLATIONS:

If the Stratford Public Schools call an early dismissal or closure, our After School program is closed.

PUBLIC SCHOOL HALF DAYS:

The children will be bussed here for the half days of public school closings. Those days we will include a movie time and extra outside time when we can.

APRIL BREAK:

We have a Vacation club you can sign up for if you need coverage for these four days. This is an additional cost to the regular After School program.

IN CASE OF ABSENCE: Please notify us if your child is going to be absent or going home rather than coming here– **378-2606 X112** you can leave a message.

TUITION:

\$235/month for 4 or 5 days per week

REGISTRATION FEE: There is a registration fee of \$25. Additionally, a deposit of \$100.00 is required at the time of registration. This deposit is applied to your end of year tuition for June.

MEMBERSHIP: Sterling House Membership is required (\$15 per year) and should be paid at the time of registration.

PAYMENTS:

We accept cash, checks, credit cards and Care 4 Kids. If paid monthly payment is due **by the first of each month (Sept. thru June)**.

LATE FEES:

If you are late picking up your child, please call 203-378-2606 ext. 100 as early as possible and let us know so your child does not stress. We will allow a maximum of 3 lates, and then will begin charging a late fee of \$50 for each 15 minutes.

Please pay your tuition on the first of each month. A late fee of \$25 will be added to your payment due on the 1st. By the 15th, we will consider your child withdrawn from the program.

MEDICAL FORMS:

All children must have a current Physical Examination form, Emergency Treatment form and a Release Authorization form on file. These forms must be filled out and returned **before** a child starts the program. *This is a State requirement and no child will be able to start the program until all Emergency/Medical forms are on file and up to date.*

PLEASE NOTE:

There is no reduction in fee for part-time attendance due to illness, vacations or on snow cancellation days. If you need financial assistance, please discuss it with the Office Manager or the Executive Director to see if special arrangements can be made.

DISENROLLING:

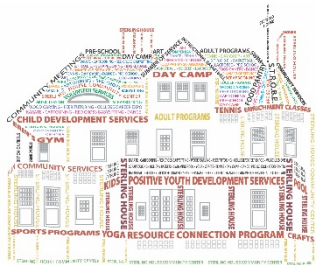
Please give Sterling House two weeks' notice if you decide to withdraw your child from our after school program. Your \$100 deposit will apply to these two weeks.

Please remember all forms must be submitted to Sterling House before your child can begin the program. Thank you!

**STERLING HOUSE AFTER SCHOOL PROGRAM
CODE OF CONDUCT:**

Children are expected to be respectful and kind towards each other, the staff, and the environment. This is shown through a positive attitude, kind words, and appropriate play. Children who have difficulties will be worked with through discussion and decision-making guidance. Parents will be notified of these learning moments. Refusal to change or if a child's behavior creates a danger to other children or staff, the parent will be asked to remove their child.

Thank you for choosing Sterling House as your after school care provider. We look forward to having your child spend their afternoons with us!



Sterling House
COMMUNITY CENTER

provides meals for over 8,000 youth, adults, and families each year. The mission of Sterling House is to foster the physical, social, emotional, artistic and intellectual growth of the communities we serve.

In 1932 Sterling House Community Center was founded to provide a vehicle for the citizens of Stratford and surrounding areas to come together. Sterling House offers a broad range of educational, recreational, and social programs to over ten thousand community members each year. Our services include a NAEYC accredited Preschool, youth athletic programs, volunteer training and referral, summer camp, and youth and adult recreational classes. The Sterling House Resource Connection and Food Pantry is a basic-needs assistance program that



Sterling House
AFTER SCHOOL PROGRAM

After School Program 2017/2018

Parent Guide

OPERATED BY:

STERLING HOUSE COMMUNITY CENTER
2283 MAIN STREET, STRATFORD, CT 06615
PHONE: 203-378-2606

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