

LEROY SPRINGS & COMPANY, INC. MISSION STATEMENT

Leroy Springs & Company is a non-profit organization. Our mission is to provide affordable quality recreational, educational, and community activities and facilities in the Fort Mill area.

FLYERS AFTER-SCHOOL PROGRAM

We focus on supporting your child's success in school and promoting recreational and educational activities in a safe and caring atmosphere. The Fort Mill School District cooperates with Leroy Springs Recreation Complex by providing the space at each of the seven elementary schools.

STAFF

Under the direction of full-time Leroy Springs' professionals, staff is trained to be exemplary role models, able to engage children in a variety of positive activities. Each staff member is certified in CPR, first aid, and safety procedures and must pass all required drug tests and criminal background checks.

PROGRAM ACTIVITIES

A calendar of events is planned for your child at the beginning of every month. Important information for parents will be posted on the sign-out table, the notice board or in the calendar.

ENROLLMENT

The program is available to children enrolled in Fort Mill School District kindergarten through fifth grade. Space is limited and priority is given to Complex members. All children must be potty trained and able to use the restrooms without assistance.

HOURS OF OPERATION

The program's hours of operation are from dismissal of school until 6:00pm. Hours of operation for extended days are 7:00am-6:00pm. The extended days consist of teacher workdays and holidays that the program is open. Sorry, no early drop offs.

HOLIDAY AND TEACHER WORKDAYS

On the days we are open for holidays and teacher workdays, parents must sign their child up prior to the extended days. There will be a sign-up form available at each site. Sites may be combined and parents will be notified where to drop off and pick up on specific holidays or teacher workdays. There will be no additional fee for full days but reservations are mandatory. Please check your monthly calendar for the holidays and teacher workdays that we are open.

INCLEMENT WEATHER

If school is canceled due to inclement weather, our program will also be canceled. If school dismisses early due to inclement weather, children will stay at their respective classrooms and follow the school dismissal policies. Parents are given one hour from the early dismissal time to pick up their child. The Fort Mill Schools are York County District #4. Watch or listen to local radio or television stations for school closings. We cannot give credit for days missed due to illness, vacations or inclement weather.

STUDENT GUIDELINES

Children must follow all Complex and school rules. At all times children must keep their hands and feet to themselves. Children are expected to clean up after themselves. Children must follow all safety rules and adhere to the Site Director's guidelines. Parents will be informed of unacceptable behavior and asked to sign a discipline form. If the inappropriate behavior continues to be a problem, and the child does not improve, as a last resort, the child may be removed from the program. Fighting will not be tolerated and is an automatic suspension.

REGISTRATION

Registration for the current year is ongoing as long as there are openings. There is a non-refundable Registration Fee of \$65 due at the time of registration. You can call regarding availability and register at the Member Services Desk of Leroy Springs Recreation Complex at 803.547.4575. Registration for Summer Programs will be posted at each site prior to registration.

HOURS OF OPERATION & LATE PICK UP FEES

The program's hours of operation are from dismissal of school until 6:00pm. Late Pick Up fees begin at 6:01 at the rate of \$10 for every 15 minutes late and will be posted on the child's account. On the third late pick up, the charge will be \$20 every 15 minutes. Habitual late pick ups may result in removal from the program.

PROGRAM FEES

FLYERS program fees are required seven days in advance for each program week. Payments must be made at Leroy Springs Recreation Complex. The Complex is open seven days a week. Our weekly rate is \$62 for the school year. Members of Leroy Springs Recreation Complex receive a \$5 discount on weekly fees. A \$10 Late Fee will be enforced if payment is not made on time. **Children with outstanding balances will not be able to attend FLYERS.** After four late payments; parents must sign up for the Automatic Weekly Card Payment or leave the program. If you are paying by the month, payment is required to be paid in advance. Visa, MasterCard, and Discover are accepted. If paying by check, please put your child's name and site location on check. Checks are made payable to Leroy Springs & Co. There is a \$30 collection fee on all returned checks or the maximum allowed by law. If a receipt for cash is not provided, please contact 803-547-1004. Automatic Credit Card Payment is available.

DAILY RELEASE

Parents must sign children out daily with a staff member. A child will only be released to the parent, or an authorized individual with a valid ID and pass code.

MEDICATION

Medication can only be administered if there is a written, signed and dated request form from the parent. All prescription drugs must be in the original container and clearly labeled with the child's name, dosage and how to administer instructions. Please put container and written request in a plastic baggie. Staff will not administer suppositories or shots (other than Epi-pen).

ILLNESS AND ACCIDENTS

Parents are notified immediately if their child becomes ill and parents are expected to pickup their child as soon as possible. For minor injuries, the child will receive first aid and the parents will be called. For extreme emergencies, 911 is called and then the parents will be notified. An Incident Report is filled out in all cases.

INSURANCE

Medical insurance coverage is the responsibility of the parent.

EMERGENCY NUMBERS

FLYERS Directors and staff need to have current telephone numbers (home, work, and cell phones) in case of emergencies. Please contact the Site Director and Leroy Springs Member Services Desk if your address, phone number or any other important information changes.

CANCELLATION POLICY

Two weeks written notice is required and must be submitted to Leah Dunnam, Enrichment Director. During this time you will be responsible for payment.

Thinking what do we do?!

THINK . . . CENTERS!

The children will be given the opportunity to do their homework at the homework center. We also have many board games, manipulative games, and toys to engage your child's hand/eye coordination, problem solving skills, and imaginations.

THINK . . . PLAY!

We encourage the children to play outside when weather is accommodating. Only children in appropriate shoes will be allowed on the playground or playing fields. Please bring tennis shoes, if needed and provide sunscreen.

THINK . . . MOVIES!

On Fridays, we show movies. Movies are age appropriate. Please check with Site Directors for a list of movies and ratings.

THINK . . . CERAMICS!

Paint your own pottery is available for your child at a nominal fee. A ceramic piece is \$5. Everything is supplied. Paint your own pottery is available at each site. Stop by our Craft Cafe at the Complex to check out what is available.

THINK . . . SNACKS!

We supply a simple daily snack and beverage for your child. If preferred, parents can send a healthy snack from home. We encourage healthy snacks and avoid snacks with peanuts, due to allergies of other children in the program. Children are not required to eat a snack. On full days you must provide a bagged lunch for your child. Keep in mind that we do not have refrigerator space for lunches. Please mark lunches with your child's name.

THINK . . . FITNESS!

Our FLYERS Fitness Instructors will teach classes at each site. Children are encouraged to participate in this fun, creative activity.

THINK . . . FIELD TRIPS

Trips are scheduled periodically during the session. Children must be signed up for the trip one week prior to the trip date. The sign up sheet will be posted at each site. Parents who do not wish for their child to attend field trips should make other arrangements for their child, as all FLYERS personnel participate with supervising field trips.

THINK . . . SWIMMING!

Children participating in the Full day FLYERS will have the opportunity to swim at Leroy Springs Recreation Complex. The children will be picked up at the school site and transported by bus to the Complex and returned to the school site by 5:00 pm. Children need to bring a bathing suit and towel on those full days. The pool is staff by American Red Cross Certified Lifeguards.



2010-2011
After-School
Program

FLYERS

Fun Loving Youth En-Route to Success
After-School Program

Location: 971 Tom Hall Street
Mailing: P.O. Box 280
Fort Mill, South Carolina 29716
Leah Dunnam, Enrichment Director
803-547-1078
leahdunnam@leroysprings.com

