



EVELYN RUBENSTEIN JCC  
HOUSTON

# After School at the J

The Evelyn Rubenstein Jewish Community Center Afterschool Program

## Winter / Spring 2021

### Parent Information Packet

For more information contact:

Julie Levine | Day Camp Director

[jlevine@erjchouston.org](mailto:jlevine@erjchouston.org) | 713.595.8171

Sasha Akatkin | Children & Camping Admin Assistant

[sakatkin@erjchouston.org](mailto:sakatkin@erjchouston.org) | 713.595.8166

## Welcome to After School at the J!

### What is After School at the J?

After School at the J is our safe, convenient and innovative after school program for kids in Kindergarten through 5<sup>th</sup> grade. We will pick up your students from school and bring them to the J for activities and homework help while keeping their safety as our top priority. We provide trained staff and a supportive environment, perfect for developing friendships and building self-esteem. We work closely with your child's school to coordinate a daily pickup from many elementary schools in the area. Registration will be on a first come first serve basis and bus space is limited.

*\* There are a minimum number of students required to consider or maintain a school pick up. These may vary with each school year.*

### What will kids do in After School at the J?

- Once children arrive at the J each day, they put away their things in their dedicated cubby and have a J provided snack.
- After school participants will enjoy a variety of activities including crafts, board games, sports, and free play on a rotating schedule so that kids have the opportunity to try new things.
- Monday through Thursday we offer a dedicated "homework" time where kids will be supervised while they complete their homework.
- As we are a Jewish Community organization, we will celebrate Shabbat each Friday. We share our week's successes with each other and enjoy the blessings over the candles, grape juice, and challah together. We do not require all kids to participate in the prayers, but we do ask that everyone be respectful and join us in celebrating friendship and community as a group.

### What information do I need to submit for my child?

The After School at the J Participant Information Form must be submitted prior to the start of the program. The J will send out the Participant Information Form once the registration process is complete. It is the responsibility of the family to inform us of any changes to the information on the form. Parents must certify that their child is up to date on all required immunizations appropriate for the child's age. If not, they must provide appropriate documentation for a medical exemption. (Certification by parent or legal guardian required).

### What are the J's health and safety protocols?

The safety and health of our students, families and staff is our number one priority. Our facility has been and will continuously be cleaned, disinfected and sanitized on a daily basis. Our staff has undergone extensive training on best practices in preventing the spread of the COVID-19 virus. Children in kindergarten and above must wear face coverings at all times (both on the bus and at the JCC) unless they are outside and social distanced. As students enter and exit the bus, they will be given hand sanitizer and their temperature will be checked. Transportation and After School at the J groups may have participants from more than one school. Students will have assigned seating on the bus. For additional details on the J's daily health screen and other safety practices, please check our website.

### Winter/Spring classes at the J

We look forward to continuing to offer recreational classes in Tennis, Gymnastics, Sports, Dance, Theater, and Art to our members. ***If you sign up for classes that are earlier in the afternoon, please note that you will need to pick up your child directly from that class.*** They will not be able to return back to their room for the remainder of that day per our health and safety guidelines. The class schedule has been set offering many classes in the 5:00pm timeframe to allow for 5:45pm-6:00pm pick up after that class.

### Do I need to be a J Member to participate in After School at the J?

Yes, your child must have at least a Program Membership at the J to participate in this program.

### This sounds great – What are the dates and how much does it cost per month?

The program will begin Monday, January 4<sup>th</sup> and go through Friday June 11<sup>th</sup>. Your monthly fee below is calculated based on the number of days per week that you use After School at the J and/or Transportation only services.

<u># Days / Week</u>	<u>After School at the J (includes pickup from school, snack, activities, homework room, delivery to classes</u>	<u>Transportation Only (includes pickup from school and delivery to registered classes before 4:15 pm)</u>	<u>Drop Off at the J</u>
<u>1</u>	\$120	\$65	\$90
<u>2</u>	\$220	\$120	\$170
<u>3</u>	\$305	\$165	\$245
<u>4</u>	\$370	\$200	\$315
<u>5</u>	\$425	\$230	\$370

We offer the following two payment options:

- You can pay the entire session fee at the time of registration.
- You can pay the session fee through monthly payments.
  - The monthly draft is calculated by multiplying the monthly rate above by 5.5 months and dividing that total into 6 payments.
  - At the time of registration, you will be charged/drafted for your December payment.
  - Drafts for January - May will be drafted on the 17<sup>th</sup> of each month.
  - If you choose to pay by credit card, there will be a 3% service fee with each payment.
  - If you choose pay by ACH, there is no service fee.

These monthly fees do not include Spring Break Camp, days that HISD is closed, or days that the J is closed. We will not offer After School at the J programs or transportation on the following dates:

- Monday, January 18<sup>th</sup>- HISD Closed
- Friday, January 29<sup>th</sup> – HISD Closed
- Monday, March 29<sup>th</sup> – HISD Closed
- Friday, April 2<sup>nd</sup> - HISD Closed
- Monday, May 17<sup>th</sup> – J Closed (Shavuot)
- Monday, May 31<sup>st</sup> – HISD Closed

### **What if I need care when school is out?**

Our After School at the J families will be the first to receive details and secure a spot for our School Days Out programs. We will be sending out additional details regarding the camps and registration.

We are planning to offer our School Days Out program on the following days:

- January 18, 2021
- January 29, 2021
- March 29, 2021
- April 2, 2021

### **Are there any additional fees not included in the packages?**

A few, yes.

- **If you are later than 6:00 pm to pick up your child, we will charge you \$1 per minute that you are late.** Things happen (like traffic!) and we understand. Please keep us informed if you are running late. If you are late more than once per semester, we will begin charging a late fee.
- **We ask you to please keep us informed when your child is not at school and does not need to be picked up.** If our buses are delayed because we are not informed of your child's absence more than once per semester, we will charge a fee of \$10 per incident.

### **Who should I contact with questions?**

- Sasha Akatkin 713.595.8166 or [Sakatkin@erjcchouston.org](mailto:Sakatkin@erjcchouston.org)
- Julie Levine 713.595.8171 or [Jlevine@erjcchouston.org](mailto:Jlevine@erjcchouston.org)

### **After School at the J Transportation *Brit* (Covenant)**

We all have responsibilities to make sure that After School at the J is successful for everyone. We want to work together to make sure that our kids are safe, having fun, getting their homework done, and getting to their activities on time. We share this *Brit* with you so that we can work together to have a great year together!

### **J's Children & Camping Department Responsibilities**

- Communicate effectively and efficiently with parents and kids
- Keep the kids, staff, and bus drivers safe
- Maintain health and safety protocols as outlined in our health and safety guidelines
- Ensure the kids have fun and stay busy with activities
- Escort kids to all of their activities
- Keep our camp environment safe and clean
- Provide appropriate supervision for all of our kids

### **Parent Responsibilities**

- Maintain current JCC Membership
- Complete all forms prior to first day
- Provide current information (phone/address/medical)
- Provide staff with information about major events in child's life that may affect child's behavior and/or attitude
- Provide J staff with information about classes which child is enrolled and any changes in their class schedule
- Inform the J on any day child will not attend or ride bus by 1:30PM
- Inform the J, in writing, if anyone other than parent will pick child up
- Sign kids out of the J each day at pickup
- Support staff in working with your child
- Attend meetings called by the J staff in regard to child/program
- Keep the J staff informed of school closure days in advance
- Pick up child by 6:00PM each day or agree to pay a late fee of \$1.00 per minute

### **Child Responsibilities**

- Meet the bus on time each day
- Check in to the assigned classroom directly from bus or upon arrival
- Be respectful of the building by walking (not running!) and keeping noise down in office areas
- Behave appropriately on bus, in building, and at all times
- Adhere to rules and regulations of program
- Take care of equipment and supplies
- Do not purchase snacks/drinks at the café or vending machine around the building
- Have fun!

**Please read carefully before signing:**

1. Center membership must be maintained current, and no balances due throughout the school year.
2. All balances are payable in advance.
3. I give permission for my child to take part in all activities, and in the event of an emergency, I give my consent for J staff to act for me according to their best judgement.
4. I give my permission for my child's picture to be used for the J marketing. (To refuse this permission, you must cross out this sentence only.)
5. Participation in any JCC activities and use of any recreational facilities involves a risk of accidental injury despite all safety precautions. Having been informed of the activities to be conducted by the Evelyn Rubenstein Jewish Community Center of Houston, I/we, as an individual or as a parent or guardian of the participant named herein, assume all risk and hazards incidental to the activities, and release from responsibility and agree to indemnify and hold harmless the Evelyn Rubenstein Jewish Community Center of Houston, its officers, directors, independent contractors, volunteers and all employees.
6. I understand and accept the late fee of \$1 per minute after the dedicated pick-up time.
7. I understand and agree to call the J by 1:30PM if my child will not be attending After School at the J or riding the bus.

I have read the above. I understand the J's policy on registration and agree to be responsible for payment of all fees due to the J. I understand that failure to make payment as required will result in a termination of service.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date