

Transportation

Parents or designated adults will be responsible for transporting children to and from the sites. Students must be signed in each morning and parents must advise their child's teacher as to who is allowed to pick up their child/children. The Summer Program will assume responsibility from the time a student is signed in until the student is signed out. Students are transported by activity bus to all off campus activities.

Change of Address & Phone Number

If a student's address and/or phone number changes during the year, parents are to immediately notify the teacher of the change. **An emergency contact person must be available to the Summer Enrichment Teacher at all times.**

Lunch and Snacks



Lunch will be provided by the Pitt County Child Nutrition Program through August 1st (date subject to change). When the lunch program ends, children will need to bring a bag lunch. If the site your child attends does not provide a lunch, students will be transported by activity bus to another school for lunch.

Healthy snacks will be served daily.



Activities

- ☺ Arts & Crafts
- ☺ Active Outdoor Games
- ☺ Group Games
- ☺ Inside Games
- ☺ Movies



- ☺ Music
- ☺ Swimming
- ☺ Free Time
- ☺ Field Trips (additional fees may apply)



**PITT COUNTY
COMMUNITY SCHOOLS & RECREATION
4561 County Home Rd.
Greenville, NC 27858
Phone: (252) 902-1975
www.pittcountync.gov/csandrecreation**

Pitt County Community Schools & Recreation



Summer Enrichment Program

An Extension of the After-School Enrichment Program

Parent's Guide 2011



It is the desire of the staff of the Summer Enrichment Program to provide a positive atmosphere for your child. The confidence of the parents we serve is very important to us.

Instructions for Completing Application

1. Complete one application (must be original application) per child.
2. Fill out the application completely front and back.
3. Make sure all information is correct.
4. Mail completed application along with a **non-refundable \$25.00 per child application fee to:**

PCCSR
4561 County Home Road
Greenville, NC 27858

OR return to the Community Schools and Recreation Office (please bring correct change). **DO NOT RETURN TO SCHOOL.**

5. You will receive confirmation by mail.

Parent Information

In order to be in one accord, it is necessary for you to understand the guidelines under which we are operating. **Please read the entire Parent's Guide. If you have any questions, please contact our office at 902-1975.**

Sites and Dates

- ★ **Wintergreen Primary** June 13, 2011—August 19, 2011
- ★ **The Zone** June 13, 2011—August 19, 2011



Enrollment

The summer program is open to all students who have completed kindergarten through fifth grade (through 12 years of age). Students are enrolled on a first-come, first-serve basis. Part-time enrollment will be limited. Any change in status may be made once, only if space is available. If more than one change is made, re-registration is required.

Times

The program will operate daily from 7:30 a.m. until 6:00 p.m. The program will be closed on Monday, July 4, 2011, for the July 4th holiday.

Students may not walk into the building unaccompanied by an adult. Parents must sign their child in and out each day.

Full-Time Fees

The cost of the Summer Enrichment Program for full-time students will be as listed below:

- ☉ **\$90.00** per week, per student.
- ☉ **\$85.00** per week for each additional child in the same family.
- ☉ **Fees for week of July 4 will be: \$75.00/first child & \$70.00/second child.**



Fee Schedule:

- ★ Mondays: Fees are due.
- ★ Tuesdays: Fees not paid on this day will be assessed a **\$40.00** late fee.
- ★ Wednesdays: If weekly and late fees are not paid on this day, services will be suspended. (Teachers are required to enforce this policy and will appreciate your cooperation.)

Payments must be paid in full - partial payments will not be accepted. It is your responsibility to ensure fees are paid according to our guidelines, if your child is absent on the due date, fees are still due on time. Fees may be paid in advance. Fees will not be prorated because of absences. **Cash payments must be made in our office on County Home Road. If any portion of the fees are not paid by Tuesday, services will be suspended. Teachers are required to enforce this policy and will appreciate your cooperation. Teachers cannot, and will not, adjust fees or extend any fee deadlines.** Students beginning the program **June 13th** may be absent for one week without payment as vacation time. Vacation days taken without paying must be five (5) consecutive days Monday through Friday (child may not attend during these 5 days).

You are required to give a two week notice if withdrawing from the program.

Failure to attend or pay within the first two weeks will result in a drop from the program

Part-Time Fees

In order to participate in part-time, parents must purchase a part-time card in advance. The first card must be purchased at the time of registration. Students will not be allowed to attend the part-time Summer Enrichment Program if a card is not purchased in advance.

Additional cards may be purchased from the Program Coordinator at your school. Each card purchases 3 days (fees are based on \$35.00 per day, per student). The student may attend any day until the card is full, but no more than 3 days per week. The cost is as follows:

* **3-Day Card: \$105.00**

Summer Part-Time Card

You must purchase one card per student. Cards are kept with the Program Coordinator and will be dated as your child attends. Upon picking up your child you will initial the card. Purchase your cards according to your specific needs. Towards the end of the program, you will be allowed to purchase days as needed to end out the program. **We will NOT carry over, transfer days or issue refunds.**

Late pick-up is not a service, you are required to pick up your child by 6:00 p.m. each day. Parents arriving after 6:00 p.m. will be charged an additional \$10.00. From 6:06 p.m.-6:15 p.m., the charge will be \$25.00. After 6:15 p.m. there will be an additional \$10.00 for each five (5) minute period or any fraction thereof. In order to be consistent and fair to all parents, your arrival time is based on the school clock.