

Transportation

Parents/designated adults will be responsible for transporting children to/from the sites. Students must be signed in each morning. The Summer Program will assume responsibility from the time a student is signed in until they are signed out. Students are transported by activity bus to all off campus activities. Please be advised that the buses are not air-conditioned for all trips.

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.**

Breakfast, Lunch and Snacks

Lunch will be provided at all sites by the Pitt County Schools Child Nutrition Program from June 13 - August 9, 2019.



Breakfast will be provided at 8:00 a.m. for Eastern and Creekside students **ONLY from 7/8 - 7/31.**

Breakfast **WILL NOT** be provided for students at Wintergreen Intermediate, however these students may bring their own breakfast if they choose. **Students must arrive no later than 7:45 a.m. in order to eat breakfast.**

Healthy afternoon snacks will be served daily. You may send a morning snack if you wish.



Activities



- ☺ Arts & Crafts
- ☺ Active Outdoor Games
- ☺ Group Games
- ☺ Inside Games
- ☺ Movies
- ☺ Music
- ☺ Swimming
- ☺ Free-Time
- ☺ Electronic Day
- ☺ Field Trips

(additional fees may apply)

Video recording and picture taking is *NOT* permitted on any Electronic Day. Disciplinary actions will be taken against anyone in violation of this.

PITT COUNTY COMMUNITY SCHOOLS & RECREATION

**4561 County Home Rd.
Greenville, NC 27858**

Phone: (252) 902-1975

**www.pittcountync.gov/csandrecreation
or pittcsr.com**

PITT COUNTY COMMUNITY SCHOOLS AND RECREATION



Program

June 10, 2019 – August 9, 2019

**An Extension of the After-School
Enrichment Program**

2019 PARENT GUIDE



Register online at:

**www.pittcountync.gov/csandrecreation
or
pittcsr.com**

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. Visit our website to register online: www.pittcountync.gov/csandrecreation or pittcsr.com
2. Complete one application per child (must be original application).
3. Fill out the application completely, make sure all information is correct.
4. Return completed application along with a **non-refundable \$35.00 per child application fee:**

Pitt County Community Schools & Recreation
4561 County Home Road
Greenville, NC 27858

DO NOT RETURN ANY APPLICATIONS TO THE SCHOOL

5. You will receive confirmation via email.
6. Please list an email address on your application as we may use email as a source of communication.
7. All applications require a two-day processing time from the date of application.

Parent Information

It is necessary for you to understand the guidelines under which we operate. Please read the entire Parent's Guide. If you have any questions, please contact our office at 252-902-1975.

At times it may be necessary for us to communicate important information to you and we may email you or place information notes/signs at the program. Please pay special attention to any signs or notes posted at your site.

Calendars can be obtained online, at each site and in our office. It is your responsibility to keep up with the calendar to know when your student is traveling, what is required for field trips and making sure all permission forms are signed and up to date. **AC buses will be used for long trips only!!!**

Sites

Eastern Elementary

Creekside Elementary

Wintergreen Intermediate



Hours of operation: 7:30 a.m. - 6:00 p.m.

Carefully consider which site will best suit your needs. Once you have registered for a site and wish to change locations, you will be charged a \$30.00 change fee. **NO EXCEPTIONS.**

Enrollment

The program is open to all students who have completed kindergarten and up through 12 years of age (Grades K-6). Students are enrolled on a first-come, first-serve basis. All children must be able to go to the bathroom without assistance from the staff (potty-trained).

The program will operate daily from 7:30 a.m. until 6:00 p.m. The program will be closed on Wednesday, July 4, 2019, in observance of the July 4th holiday. **Field Trips** - Students must arrive by 8:00 a.m. on Field Trip days. **Please note the drop off time. We do not offer early drop off; you MAY NOT drop off your child prior to 7:30 a.m.**

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

Fees

\$100.00 per week, per student.
\$ 95.00 per week for each additional child in the same family
Fees for the week of July 4th will be: 80.00/first child & \$75.00/second child.
(If you take vacation during the week of July 4th, there is no fee charged for that week)



Fee Schedule:

- ⇒ Monday and Tuesday: Fees are due.
- ⇒ There will be a \$40.00 late fee assessed and services will be suspended if the weekly fee + late fee is not paid by 11:59 p.m. **Wednesday** of the current week due.

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 due to absences.

Payments must be made in our office located at 4561 County Home Road or online at www.schoolpay.com/login. If any portion of the fees are not paid by Wednesday, services will be suspended. Teachers CANNOT, and WILL NOT accept weekly fees, adjust fees or extend any fee deadlines. Three late payments and/or three late pick-ups will result in your child(ren) being dropped from the program for the remainder of the summer. No refund will be issued if your child(ren) is dismissed from the program.

Students are entitled to a one week, no charge, vacation (off-site). We ask parents to give us at least one-week advanced notice by completing a Vacation form and submit to the Summer Enrichment Lead Teacher or the main office on County Home Rd.

You are required to complete a Withdrawal Form and give a two week PAID notice. Failure to attend or pay within the first two weeks will result in a drop from the program.

Field Trips

- ◆ Jungle Rapids Family Fun Park
- ◆ Regal Cinemas Theatre
- ◆ Simply Natural Creamery
- ◆ West Water Park
- ◆ Boyd Lee Park
- ◆ River Park North
- ◆ Town Commons Park
- ◆ NC Aquarium at Fort Fisher
- ◆ Extreme Action Park
- ◆ NC Estuarium
- ◆ ECU Swimming
- ◆ Dave & Busters
- ◆ Imperial Center for Arts & Science
- ◆ Sky Zone

Each student will receive a T-shirt that must be worn on specified Field Trips



*We will not have staff remaining at the sites during field trips, therefore any students in attendance on those designated dates, will be required to attend the assigned trip for that day. **Field Trips Days - Students must arrive by 8:00 a.m.** Parents are welcome to attend any trip at their own expense and provide their own transportation. Please contact our office if you wish to attend.*

- ⇒ **We DO NOT offer late pickup; you are required to pick up your child by 6:00 pm.**
- ⇒ **Anyone arriving between 6:01 pm-6:05 pm, will be charged \$10.00.**
- ⇒ **Anyone arriving between 6:06 pm-6:15 pm, will be charged \$25.00.**
- ⇒ **Anyone arriving after 6:15 pm will be charged an additional \$10.00 for each five-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.**
- ⇒ **ALL LATE PICK-UP FEES MUST BE PAID WITHIN 2 DAYS OF THE OCCURANCE OR SERVICES WILL BE SUSPENDED.** Again, late pick-up is not a service, three (3) late pick-ups and/or payments will result in immediate dismissal from the program.