

Thank you for signing your child/ren up for the Beekman Rec After School Program! While we are sad to see camp and summer fun come to an end, we are so excited to be serving children year round! We want to be sure you and we, have all the information we need to be in touch with you should we need to so please read the following and send us any updates you believe would be helpful!

- **What they need to have with them:**
 - **Clothes and footwear that will enable them to have a great and safe time outside!** After spending a day in the classroom, need to be free to run and play and burn off some energy.
 - **A healthy snack they will enjoy and a drink** - they arrive off the school bus hungry!
 - **Optional - \$2 to purchase a Giant Vanilla Sandwich or a Frozen Fruit Strawberry** until the summer supply runs out!
- **Communication with staff:**
 - **If your child is sick or will not be attending a day** you signed up for, please call the office (845)227-5783 or email BOTH Dani recassistant@townofbeekmanny.us and Jeanne recdirector@townofbeekmanny.us. If we do not hear from you and your child does not get off the bus, we will call you.
 - Other phone numbers to be aware of are:
 - Community Center: 845-223-7315
 - Playground: 845-223-3388
- **Regarding Pick up:**
 - If you see a bright colored note on the Community Center Door, the children are at the playground. They go to playground with their backpacks so you can sign them out there.
 - You completed a "Drop off/Pick Up/Emergency Adult" form for each child in this program.
 - Please ensure there are adults on the list that are available within 15 minutes in case an early pick up is required due to illness or emergency. (Also ensure there are adults on the list that are available within 15 minutes in the event the normal person picking up gets stuck in traffic or has some other emergency!)
 - All persons on the form, who pick up/sign out your child **MUST** be aged eighteen or older. This is extremely important; if an ID says a person is under the age of eighteen, your child will not be released to them.
 - If you would like to add someone to your pick up list, we require an email or a signed note from the parent/guardian specifying who you will be adding to the list, as well as a phone number for that person in case of emergencies.
 - **According to Beekman Recreation Pick-up Policy children must be picked up at or before 6pm.** It is the parent/guardians' responsibility to have a back-up plan should there be an issue that would cause a late pick up from any program.
 - **Late pick-ups may jeopardize a child's placement in the program. If a child is picked up late 3 times within a 6 month period the child may be removed from the Rec Programs.**
 - Parents of children who are not picked up on time will be charged a **\$1/minute Late Pick-up Fee**. The child may not be able to continue participating in the program until the fee has been received.
- **Cancellation Guidelines:** There is no After School Program if Arlington Central School District dismisses early or cancels after school activities.