

Parent Welcome Letter Morningside After School Extracurriculars

Welcome to Morningside After School (MAS) Extracurricular Programs at Inman! We are excited for this session to begin and are ready to have some fun! Please read this email entirely (3 pages) for important details about how students will transition throughout the afternoon and details for pickup when class is over.

BEFORE CLASSES BEGIN: Login to the Parent Portal on www.myafterschoolprogram.com using your username and password to view your student's schedule. Do not send your child to a class they are not registered for. We have specific capacities and procedures due to COVID-19. PLEASE SHARE THESE PROGRAM DETAILS, EXPECTATIONS, and PROCEDURES BELOW WITH YOUR STUDENT TO HELP PREPARE THEM FOR NEXT WEEK.

- Please mark your family calendar with all start and end dates and times.
- **For all enrolled students (with the exception of FT MAS AFTERCARE STUDENTS)-Parents MUST follow procedures for student dismissal/transportation changes for Morningside Elementary using the Pik My Kid app <https://www.atlantapublicschools.us/Page/65339> (EACH DAY the student's extracurricular class meets so everyone necessary at the school is aware of what the student's afternoon plan is. If this is not done, the child will be dismissed via their usual daily procedure. This is for the END OF SCHOOL DAY DISMISSAL; MAS AFTERCARE EXTRACURRICULARS DOES NOT HAVE ACCESS OR INSTRUCTIONS FOR THE PIK MY KID APP; CONTACT SCHOOL FRONT OFFICE IF YOU NEED ASSISTANCE OR CLARIFICATION ON PIK MY KID APP)**
- Email beth@myafterschoolprogram.com if your student has any special needs and/or behaviors we need to be aware of to make sure your student's experience, the experience of the other students and their instructors is the best that it can be. These notifications assist the instructors as they prepare lessons for each class. This includes any in class behavior plans that we can continue in the afternoons, any sensory issues, allergies, fears, etc.
- Start time for first hour classes will show 2:45 on the schedule. Please note that from 2:45-3:00 students are in transition from their school day to their instructors in the gym. Instructors will report absences to our on-site program monitor and parents of absent students will be called.
- Instructors and students will transition to their class space at 3:00. Students are released directly to extracurriculars check-in in the gym at the end of their school day.
- Due to COVID protocols, snacks will not be eaten during the extracurricular program afternoon. Students returning to aftercare after their extracurricular will be provided their afternoon snack at that time.
- **All classes take place at the Morningside at Inman campus.**
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EACH DAY the student's extracurricular class meets so everyone necessary at the school is aware of what the student's afternoon plan is. If this is not done, the child will be dismissed via their usual daily procedure.

- **ABSENCE NOTIFICATIONS:** Parent should text Beth at 770-605-5456 by 1:00 on the day they have their class in the student will be absent- this notification is important! Be sure to include student name, class they will miss, and school they attend (we have 5!). Parents can also email the same absence information to beth@myafterschoolprogram.com It is our policy to call parents each day a student does not arrive for their class if we have not been notified or the child is not on the school absence report. Elementary school classroom teachers do not relay your student's school day absences or early pickups to us.
- **PICKUP/DISMISSAL:** Please arrive no more than 10 minutes early for carpool pickup. Dismissal times are staggered- some classes dismiss at 3:45, 4:00 or later- check your student's schedule in their personal profile in your Parent Portal account for their class end time.
- Pickup person must be listed in your portal account on www.myafterschoolprogram.com . Person should be prepared to show ID.
- If someone other than the parent or additional contacts you entered in our system will pick your child up after an extracurricular class, PARENT must notify Beth via text at 770-605-5456 by 1:00 the day the class meets and additionally, IF the pickup person will pick up on a regular basis, ADD ANY PICK UP PERSONS TO YOUR CHILD'S PROFILE in www.myafterschoolprogram.com ; WE DO NOT HAVE ACCESS TO YOUR APPROVED SCHOOL DISMISSAL PERSONS YOU HAVE PROVIDED TO THE SCHOOL.
- Our carpool dismissal follows the same procedure as the carpool at the end of the school day.
- PLEASE PULL ALL THE WAY UP and STAY OFF OF YOUR CELL PHONES- WE ARE A NO CELL PHONE ZONE!!
- Parents are encouraged to stay in their vehicle and pick up using the carpool lanes. End times are staggered to prevent long dismissal lines and better student safety.
- If you opt to walk or park in a PARKING SPACE or on the side streets and pickup your student at the end of their extracurricular class day, please walk to the front of the school and **be prepared to show ID.**
- MAS aftercare students will transition back into the MAS aftercare program when their extracurricular class ends. If your student is enrolled MAS aftercare and you wish to pick your student up in carpool at the end of class instead, please let Ms. Patricia, the MAS aftercare Director, know by emailing patricia@myafterschoolprogram.com by 1:00 the day the class meets.
- The first two weeks of class, there will likely be delays during release as the instructors and students get used to these new procedures. *We appreciate your patience during this time!!*
- The safety of each student is our primary concern. Please let one of us know of any joys your student has shared about their class or let us know about any concerns that you may have regarding extracurricular programs.

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- Feedback (positive or negative) will allow us to improve and/or add programming to better serve the students at Morningside. It is our mission to provide safe, quality, fun and engaging programming to our students.

Thank you for allowing your student to participate- we hope they enjoy their class!

Beth Geurin, Extracurricular Programs Director 770-605-5456 beth@myafterschoolprogram.com

Patricia Sherman, MAS Aftercare Director (on site) 404-419-7179 patricia@myafterschoolprogam.com

GENERAL PROGRAM SCHEDULE ON NEXT PAGE

**PLEASE CHECK CHILD SCHEDULE IN YOUR PARENT PORTAL ACCOUNT
ON WWW.MYAFTERSCHOOLPROGRAM.COM TO CONFIRM STUDENT
SCHEDULES.**

**IMPORTANT: IF YOU HAVE NOT BEEN NOTIFIED THAT YOUR CHILD IS OFF A WAITLIST, YOUR CHILD IS NOT
ENROLLED IN THE CLASS THEY ARE WAITLISTED FOR. ON CHILD SCHEDULE IF IT SAYS WAITLIST, THEY ARE
NOT ENROLLED IN THE CLASS.**

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Daily program schedule is below for your convenience along with some parent agreement reminders from the registration process.

- Registration is open only until Friday, January 21 at 5PM. No additional registrations after that time will be made.
- Class refunds will only be given at rate of 50% of the class fee once a registration for a student has been completed in the registration system until Friday, February 4 at 5PM. After that, no refunds will be made.
- Class changes will be made until Friday, February 4 at 5PM. After that, no changes will be made.
- If a COVID shut-down occurs at any time during this semester, we will place the programs on HOLD and resume once we return. If for some reason a class does not come back in person, you will be offered by the class provider to choose either a refund FROM THE CLASS PROVIDER, a virtual option or a credit for the next open semester.

REMINDER: All students enrolled in second hour classes (IN RED) must either transition from a first hour class if enrolled, the MAS aftercare program if enrolled OR be brought back to the school by a parent or caregiver at the start of class. No students are allowed on campus unattended in the hour between school dismissal and their extracurricular class starting. This is the Morningside Elementary and Morningside After School policy. For your student's schedule, please check the student's PERSONAL profile in your myafterschoolprogram.com PARENT PORTAL account.

START	END	DAY	CLASS	START TIME	END TIME
01/24/2022	05/02/2022	MON	Drama with Atlanta Children's Theatre	2:45 PM	4:00 PM
01/24/2022	04/25/2022	MON	Kidz Sportz	2:45 PM	4:00 PM
01/24/2022	04/25/2022	MON	Arts & Facts Around the World with Vamos Chicos	2:45 PM	3:45 PM
01/25/2022	04/26/2022	TUE	Yoga with Atlanta Kids Yoga	2:45 PM	3:45 PM
01/25/2022	04/26/2022	TUE	Bricks Coding and Video Game Design	2:45 PM	4:00 PM
01/25/2022	04/26/2022	TUE	Basketball FIRST HOUR (L1) with 411 Brand Athletics	2:45 PM	4:00 PM
01/25/2022	04/26/2022	TUE	Kids TV	2:45 PM	4:30 PM
01/25/2022	04/26/2022	TUE	Basketball SECOND HR (L2) with 411 Brand Athletics	4:00 PM	5:00 PM
01/26/2022	04/27/2022	WED	ROBO-MES JR 1st, 2nd and 3rd Grade	2:45 PM	4:00 PM
01/26/2022	04/27/2022	WED	Soccer FIRST HOUR (L1) with 411 Brand Athletics	2:45 PM	4:00 PM
01/26/2022	04/27/2022	WED	Taekwondo with Kickin' It After School	2:45 PM	3:45 PM
01/26/2022	04/27/2022	WED	Taekwondo & Sparring	2:45 PM	5:15 PM
01/26/2022	04/27/2022	WED	Tap & Ballet with Studio Go Dance	2:45 PM	4:00 PM
01/26/2022	04/27/2022	WED	Soccer SECOND HR (L2) with 411 Brand Athletics	4:00 PM	5:00 PM
01/27/2022	04/28/2022	THUR	Bricks 4 Kidz	2:45 PM	4:00 PM
01/27/2022	04/28/2022	THUR	STEM Velocity Lab	2:45 PM	4:00 PM
01/27/2022	04/28/2022	THUR	ROBO-MES SR for 4th and 5th Grade	2:45 PM	4:00 PM
01/27/2022	04/28/2022	THUR	Kidz Tennis	2:45 PM	4:00 PM
01/27/2022	04/28/2022	THUR	3D Printing + CAD by STEM Velocity	2:45 PM	4:00 PM
01/27/2022	03/31/2022	THUR	Drones with Make 555 Grades 4-5	4:00 PM	5:00 PM
01/28/2022	05/06/2022	FRI	Lacrosse FIRST HOUR (L1) with 411 Brand Athletics	2:45 PM	4:00 PM
01/28/2022	04/29/2022	FRI	Find the Wild with Blue Heron Nature Preserve	2:45 PM	4:00 PM
01/28/2022	04/29/2022	FRI	Chess FIRST HOUR with Kid Chess	2:45 PM	4:00 PM
01/28/2022	04/29/2022	FRI	Chess COMBO (both hours) with Kid Chess	2:45 PM	5:10 PM
01/28/2022	05/06/2022	FRI	Lacrosse Second HR (L2) with 411 Brand Athletics	4:00 PM	5:00 PM
01/28/2022	04/29/2022	FRI	Chess SECOND HOUR with Kid Chess	4:10 PM	5:10 PM

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