



# PARENT ORIENTATION

AAOC BEFORE/AFTERCARE FOR: 2019-2020

SITE DIRECTORS- MRS. BARBARA HORNER and MRS. CAROLINE DAVIS

CURRENT STAFF: DEWAYNE NEWBELL-AA TO CEO, JANE-MS. COOKIE FENTRESS- PRE-K TEACHER, LACIE SIMMONS –TUTOR/TEACHER, CAROLINE DAVIS-CEO/HOMEWORK HELP, BARBARA HORNER-SITE DIRECTOR, MS. MARTHA RHODES-MANAGER, DELORES MARTINEZ-INTERPRETER/TEACHER, WAYNE DAVIS-BUS DRIVER/MONITOR, BOBBIE HARRIS -COOK AND SHIRLEY LEWIS-CUSTODIAN.

**MORNING STAFF:** MS. MARTHA RHODES, CAROLINE DAVIS- DEWAYNE NEWBELL AND LACIE SIMMONS.

MRS. BARBARA WILL BE STATIONED AT THE CAMPSITE, DAILY FROM 12:00 -2:00, IF YOU HAVE ANY CONCERNS OR QUESTIONS, PLEASE CONTACT HER AT 615-289-2716 or CAROLINE DAVIS at 615-289-3148 - ASAP.

**PLEASE INFORM US WHEN YOUR CHILDREN ARE ABSENT FROM SCHOOL OR WILL BE CAR RIDERS. IT HELPS US TO SAVE TIME AND GAS. IF WE ARE (NOT) NOTIFIED TIMELY, THEY WILL BE PICKED UP FROM SCHOOL. THIS IS OUR PROTOCOL WITH THE SCHOOLS!**

PLEASE REMEMBER ALL FEES ARE DUE ON MONDAYS, NO LATER THAN WEDNESDAY UNLESS YOU HAVE MADE ARRANGEMENTS TO PAY ON A DIFFERENT DAY. **AFTER WEDNESDAY THERE IS A \$10.00 late fee assessed unless you have made prior arrangements.**

FEES ARE AS FOLLOWS: \$25.00 FOR BEFORE CARE, \$45 FOR AFTERCARE and \$65.00 FOR BOTH. IF YOU HAVE ADDITIONAL CHILDREN, IT IS A \$5.00 DISCOUNT FOR EACH CHILD.

**WHEN PAYING ONLINE, ([www.aaocamps.org](http://www.aaocamps.org)) PLEASE SPECIFY WHAT WEEKS YOU ARE PAYING FOR AND FOR WHOM. ALSO, WE HAVE CASH APP: \$aaocamp THIS WILL ENSURE THAT YOU GET THE CORRECT CREDIT FOR YOUR PAYMENT. LAST, WHEN PAYING BY CREDIT CARD AT THE CENTER THERE IS A \$2.00 CHARGE FOR 3<sup>RD</sup> PARTY SERVICES.**

**WHEN SCHOOL IS OUT FOR SNOW DAYS, PLEASE WATCH SNOWBIRD (CHANNEL 4) FOR OUR OPENINGS AND CLOSINGS. IF WE ARE (OPEN), YOU WILL PAY YOUR REGULAR WEEKLY FEES.**

WHEN SCHOOL IS CLOSED FOR BREAKS, HOLIDAYS, PARENT TEACHER CONFERENCES AND ETC., WE ARE AVAILABLE FOR SERVICES BUT IN ORDER TO BE OPEN WE NEED A MINIMUM OF 15 CHILDREN TO SIGN UP FOR CHILDCARE SERVICES AND THE (\$15.00 FEE) MUST BE PAID IN ADVANCE. **If your child is out, you will be required to pay the \$25.00 HOLDING FEE.**

FOREVER CHARMED,

 AAOC STAFF