



**Energy KiDZ Oromocto 2025-2026  
Parent Handbook & Timetable  
Morning & After School Program  
(K to Grade 6)**

300 Restigouche Road,  
Oromocto, NB, E2V 2H5

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**Early Education and Childhood Development Contact:**

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**"If you can Dream it, you can Do it"**

## **PARENT HANDBOOK**

### **Program**

Energy Kidz After School Program encourages physical activity in the lives of our youth and teaches the importance of being fit. We promote a healthy lifestyle with an emphasis on proper nutrition, exercise, and rest. We aim to create a fun and interactive environment. Our goal is to motivate, build self-esteem and help create healthier bodies, mind and spirit. It is our intention to introduce kids to exercise and skills that relates to all sports.

### **Hours of Operation**

Energy Kidz After School Program will be open for operation with our morning program from 7-8am. Afternoon care is 2:30 pm to 5:30 pm from Monday to Friday. We are open 7-5 on all PD Days, Storm days & Camp days throughout the year.

***\*In the case that a morning bus is late or cancelled we are NOT Opening. It's up to Parents to Drive their child to school.***

The program will be closed on: New Years Eve, New Years Day, Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, New Brunswick Day, Labor Day, Thanksgiving Day, Remembrance Day, Christmas Eve Day, Christmas Day and Boxing Day. National Truth & Conciliation Day – Sept 30<sup>th</sup> may also now be a Stat Holiday.

**Energy Kidz will be closed the following days during the Christmas Holiday:**

**Dec 24<sup>th</sup> 25<sup>th</sup>, 26<sup>th</sup>, 29<sup>th</sup>, 30<sup>th</sup>, 31<sup>th</sup>, Jan 1<sup>st</sup>**

Included Camp Cost Days open 7 – 5am. \_\_Dec 22<sup>th</sup>, 23<sup>rd</sup>, Jan 2

Part time kids pay \$40 / full day.

March Break Camp Extra \$15/day 7 – 5pm

June 22<sup>nd</sup> Camp Extra \$15/day 7:15 – 5pm

### **Enrollment & Enrollment Fees**

Energy Kidz After School Program will enroll as many as 60 students from Grade K- 6. Provincial Licensing regulates space. \$100 non-refundable deposit (which will be applied to your first month) will be due when registering, this will guarantee your child's placement for the year.

Etransfer monthly to [energykidzfitness@hotmail.com](mailto:energykidzfitness@hotmail.com) will be due at the beginning of each month.

***Please put your child's FULL NAME / Month in the message of Etransfer.***

**Grade K – 6 Monthly Fees Includes Storm /Pd days**

**Before & After School Care** \$420 / month

**After School Care ONLY** \$405 / month

**Sibling Discounts email [Energykidzfitness@hotmail.com](mailto:Energykidzfitness@hotmail.com)**

Strike & Pandemic Days will not be included

\*Late pick up fee will be charged depending on the situation

**\*Part Time availability is based on Open Spots. Please email to inquire about part time program**

### **Inclusion Policy**

Energy Kidz is a facility that is fully accessible and welcoming to all children and their families, regardless of race, religion, age, linguistic heritage, social and economic status, gender or ability. Children are entitled to inclusion in everyday activities and routines within Energy Kidz. Energy Kidz will promote access, meaningful participation and

support of all children through our Inclusion Policy. All children are welcome; there is nothing that hinders the enrolment of a child in any program. All children can fully participate; relationships are fostered between staff and Support: Services, training and support are provided to meet the needs of all children.

Our center strives to accommodate every student. Prior to enrollment, we collaborate with the parents/guardians of the student(s) and Staff & Schools if needed to determine what resources are required to ensure the student can reach his/her/their full potential. When a parent/guardian comes to Energy Kidz for their initial tour, we discuss our daily routine, our Vision, the Energy Kidz method, and our expectations for families and employees of the center. At that time, we determine the appropriate resources required for the child. Prior to official enrollment, we ensure that all the necessary resources are available and in place to create a smooth transition and learning experience. It is important to note that Energy Kidz is an open-concept Activity space but also has other areas to tap into your child's needs. Quiet areas to read, build, play games and get creative. This concept with open activity may present challenges for some students. Enrollment decisions are determined based on the collective comfort of all parties, but always approached with an open mind, open discussion based on needs, and a commitment to access appropriate resources. For more information please reach out to Jill [Energykidzfitness@hotmail.com](mailto:Energykidzfitness@hotmail.com)

We ask that if your child struggles in any aspect, that you are open with us to help better transition them into the program for the child, staff and Family.

### **Summer Policy**

#### **Summer Fees to Secure your Spot for the upcoming School Year 2025-2026.**

In order to secure your placement for September, each family (new and returning) is required to provide Energy Kidz with two payments (July & August) in the amount of \$205 each per child. Each family will be provided with two weeks of summer camp in return for their payment. If parents are participating in more than 2 weeks of summer camp, they will pay the week of camp throughout the summer.

### **Refund Policy**

Energy Kidz Afterschool Program require participants to provide them with a month notice in the event that a child is leaving the program prior to the end of the school year.

### **Transportation for outing**

If required for an out of facility outing, we will provide transportation. We carry the insurance required for this service and an authorization form must be signed, by parent or guardian, for your child to participate. (Required by the Department of Social Development)

### **Fitness off-site**

We will occasionally take outings that will include such activities as hiking, swimming, skating, sports hall of fame, etc.

### **Pick-Up from Energy Kidz**

If any persons other than the legal parent or guardian are going to be picking-up children, we will have to have written notice of this arrangement to authorize their release.

### **Absence from Energy Kidz**

Should your child **not** be attending Energy Kidz on any given day, please let us know in advance by emailing [energykidzmanager@hotmail.com](mailto:energykidzmanager@hotmail.com) or by texting (506)471-0977

### **Lunch & Snacks**

Children will be required to bring their own nutritious after-school snacks and beverages. On half days children will be required to bring a lunch with them.

### **Parental Involvement**

At Energy Kidz we hope that as parents you encourage your children to explore all types of physical activity and emphasize the benefits of; proper rest and nutrition, and above all *fun!*

### **Parental Grievances**

If at any time you, as parents, feel the need to express concerns with the facilities or our programs, do not hesitate to speak with any member of the Energy Kidz staff. It is our intention to make sure your child's best interests are front and center at all times while they are enrolled in our programs.

### **Child Abuse and Neglect**

Please be advised that the department of Social Development will be contacted in the event that any member of the Energy Kidz staff has detected abuse or neglect.

### **Behavior & Discipline**

Energy Kidz After School Program is a program built on respect. The staff is positive, motivated and respectful of all members of the program. We encourage the members to do the same in return. In the event that a behavioral issue arises it will be dealt with in a respectful and mature fashion and parents will be informed immediately.

### **Personal Belongings**

Energy Kidz After School Program will not be responsible for personal property that is lost or stolen. Such items should be kept in book bags and will be kept in a secure place for the duration of the program. Students will require proper gym attire while in the program which would include; indoor athletic shoes, shorts or track pants, and t-shirt or sweatshirt. **WATER BOTTLES / Indoor Shoes are Mandatory.**

### **Administering Medications & Illness**

Parents must provide clear instruction and written permission to faculty for non-prescribed medication. All medications must be in original containers and clearly labeled.

Energy Kidz After School Program will comply with the guidelines set out in the Management of Illness in Children and Staff in New Brunswick. If children are suffering from any illnesses set out in the guidelines they will be advised to stay home for the exclusion period. Also, if they are already at our facility, they will be separated and the parents notified.

### **Storm and Cancellations Policy**

**Storm:** On days school is cancelled due to a storm, we will email all parents by 6:15 a.m. to inform all about our opening hours. We do our best to open at 7am, but due to the size and strength of some storms, we may delay the opening to allow safety for all. We will post our hours on Energy Kidz Facebook, as well as an email will be sent out. We ask that parents email us [energykidzfitness@hotmail.com](mailto:energykidzfitness@hotmail.com) or text 471-0977 if you are bringing your child on the storm day and your expected time of drop off so we can ensure proper staffing.

***All delayed School Starts, we will NOT be offering morning care.***

**Freezing Rain Storms** we will not open until minimum 9:30am. Based on storm.

### **Early closure**

Very rarely have we closed early due to a storm or power outage. However, we would send an email, post a notice on our Facebook page, and do follow up phone calls to notify parents, ensuring parents received our message. As mandated by the department of Social Development, parents have 1 hour to make arrangement to pick up your child from our program

### **Unexpected Early Dismissal from school**

If schools were to close early for any reason, **we do not have the ability to call in staff on short notice. The program would not be available until our regular scheduled time.**

### **Evacuation Plan and Meeting Location:**

In the case we have to evacuate our building due to emergency our meeting location is: ACM Auto located at 299 Restigouche Rd. We will contact parents, and parents will have 1 hour to pick up their child from our care.



## **Outbreak Management Plan** **For ALL communicable Diseases including Covid**

**Outbreak = one confirmed case OR two or more suspected cases of Communicable Diseases**

- You must advise Public Health of a confirmed case or if there are two suspected cases.
- Public Health will investigate what you report and declare an outbreak if appropriate.
- If an outbreak is declared, the facility must close.
- Some of the new control measures include: If a child or staff become ill while at the facility, the use of a community mask for the child (if over 2 years old) and educator caring for the child is required if the 2 metre physical distance cannot be maintained.
- Require temperature checks for staff and children upon arrival daily (part of the screening) and throughout the day if needed.
- Staying home when sick
- Goal: Protect against the spread of Communicable diseases by ensuring that staff stay home when sick and by encouraging patrons to do the same.

### **Hand Washing Policy**

Energy Kidz will follow the guidelines and enforce the Hand Washing Policy set out by EECD and Health standards. All children and Staff will be expected to wash their hands when entering the premises, before they eat lunch or snacks and after any outing and returning back to Energy Kidz.

Signs are posted in all washrooms to remind ALL the protocol on proper hand washing.

Staff will review this on a regular basis to ensure all children are able to do it properly.



## **ENERGY KIDZ OROMOCTO WEEKLY SCHEDULE**

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2:30 TO 3	ARRIVAL K-6	ARRIVAL K-6	ARRIVAL K-6	ARRIVAL K-6	ARRIVAL K-6
	WASH-UP SNACKS CHANGE INTO GYM CLOTHES	WASH-UP SNACKS CHANGE INTO GYM CLOTHES	WASH-UP SNACKS CHANGE INTO GYM CLOTHES	WASH-UP SNACKS CHANGE INTO GYM CLOTHES	WASH-UP SNACKS CHANGE INTO GYM CLOTHES
2:45-3	FREE TIME	FREE TIME	FREE TIME	FREE TIME	FREE TIME
3:00- 4:30	FITNESS CLASS FRONT ROOM OUTDOOR ACTIVITY	FITNESS CLASS FRONT ROOM OUTDOOR ACTIVITY	FITNESS CLASS FRONT ROOM OUTDOOR ACTIVITY	FITNESS CLASS FRONT ROOM OUTDOOR ACTIVITY	FITNESS CLASS FRONT ROOM OUTDOOR ACTIVITY
4:30 TO 5:30	FREE TIME PICK-UP TIME	FREE TIME PICK-UP TIME	FREE TIME PICK-UP TIME	FREE TIME PICK-UP TIME	FREE TIME PICK-UP TIME

**“PEOPLE BECOME REALLY QUITE REMARKABLE WHEN THEY START THINKING THAT THEY CAN DO THINGS. WHEN THEY BELIEVE IN THEMSELVES THEY HAVE THE FIRST SECRET OF SUCCESS.”**