

Are you a working parent and in need of a place for your children to go before and / or after school? The “Good Time Friends” program might just be for you. We are located in the cafeteria of the Elementary Schools. It is our goal is to provide a safe, secure, stimulating environment for your child. We offer each child supervised care and fun through crafts, computers, indoor and outdoor play, movies, bingo, and lots of “Good Time” FUN!

Enrollment

Before your child may be cared for, we must have the following:

- ✎ Child Information Card
- ✎ Health Form Contract
- ✎ Registration Fee
- ✎ Pesticide Request
- ✎ Photo Release Form

PROGRAM INFORMATION

Payments/Fees

Before school 6 a.m. until school begins		\$6 per morning / per child			
After school Until... 6:00 p.m.	Per child	3:40- 4:40	4:41- 5:10	5:11- 5:40	5:41- 6:00
		\$4.00	\$6.00	\$8.00	\$10.00

Payments:

Payment is due the last day service is rendered each week. If payment is not received by Friday at 6:00 p.m., a \$5.00 late fee will be charged.

Late Fees:

The Good Time Friends close at 6:00 p.m. Staff must be present until all children and parents have left. After 6:00 p.m. a late fee of \$10.00 is charged for the first 15 minutes and

another \$10.00 for every additional 15 minutes following. This fee will automatically be added to your weekly bill. Chronic lateness may result in dismissal of your child.

Example:

- ✎ Pick up between 6:00 p.m. - 6:15 p.m. will be an additional \$10
- ✎ From 6:16 p.m. - 6:30 p.m. you owe a total late fee of \$20

School Cancellation

Snow Days / School Delays

If there is a 2-hour delay, we will keep your child at the Elementary until school begins. If school is canceled for the day, so is The Good Time Friends. You have the option to do one of the following:

- ✎ Pick your child up as soon as possible
- ✎ Make arrangements for someone else to pick your child up as soon as possible

If school is canceled The Good Time Friends will not be in session.

Half Days

The “Good Time Friends” program follows the Allendale Public School calendar. When the public school has 1/2-day sessions, *and based on enrollment* (see handbook), the “Good Time Friends” will run from the time school dismisses until 6:00 p.m. During those ½ days, the Good Time Friends may decide to go on a field trip. We will send home in advance a permission slip along with the activities planned. The additional fee for the planned activity and bus fee will be shown on the permission slip. An hourly rate applies for all half days.

Registration Fee:

The \$30 non-refundable registration fee that is charged at the time that you sign up your child is used to buy special things for the children during some of their half days. The items that the children receive are theirs to keep.

Snack:

An afternoon snack is provided for the children. When “The Good Time Friends” are in session for half a day you are responsible for providing your child with a sack lunch.

Sign-In:

Parents are required to sign in their child/children when dropping them off in the morning and again when they pick them up.

Pick-up:

Attendance will be taken daily. Parents will be notified if their child does not show up for the Good Time Friends on their scheduled day. *Parents need to call 892-5579 before 2:00 p.m. if their child will not be attending. Please also let your child’s teacher know by letter, phone or e-mail if he/she will not be attending.* If someone other than mom/dad is picking the child up, that person must be on the child information card and we must have written permission from the parent before the child may leave. Our responsibility ends when the parent or authorized person comes to pick the child up.

*Allendale Public Schools
10690 Learning Lane
Allendale, MI 49401
892-5579*

Mornings

When the children arrive in the morning they have a choice of different craft projects, table games, play dough, etc. to do. Breakfast is usually eaten around 7:30. If your child eats breakfast with the Good Time Friends, you can send a box of cereal, pop tarts, etc., and donate \$3 per month for milk. Your child also has the option to buy their breakfast through the hot lunch program served at 8:25 a.m.

After breakfast the activities resume until it is for school to begin.

After School activities:

Weather permitting – play on school playground / and / or show-n-share, one day per week we visit the computer lab. Other days we have crafts and other planned activities.

Snack *(provided by the Caregiver)*

Homework center

Many choices to choose from: basketball, pool, table top games, crafts, etc.

Pick up time

The
“Good Time
Friends”
meet in the
Elementary
Cafeteria

**Before and After
School Childcare**



10690 Learning Lane
Allendale, MI 49401
(616) 892-5579

“The Good Time Friends”