

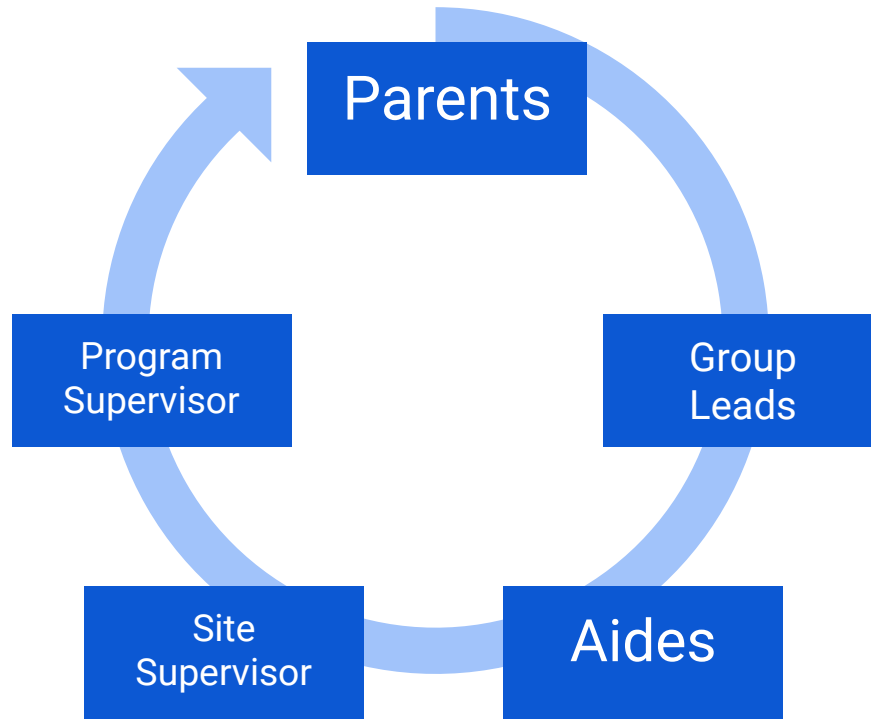
Welcome

Kids' Company

2020-21

School Year

Who is on the team?



# Important Dates

September 8th: Kids' Company begins for preschool and 1st-5th grade

September 10th: Kids' Company begins for kindergartners

# Waconia Enrichment Center

(Preschool location)

The WEC is located on the east side of the Educational Services Center.

Care begins at 6:00 and the last pick up is 6:15.

We have two preschool rooms. We have the purple paw room and the gold paw room

Staff will need to know by 9:00 am if your child will be eating hot lunch that day.

All students have hot lunch numbers with the school district. You can deposit money into this account by going online. We do have a morning and afternoon break time that students would need to bring a nut free snack.

Nap time is an option for students. Students can bring a comfort item.

Please send extra clothes that are labeled in their backpack.

Site Lead Rhonda Bjerke

rbjerke@isd110.org

Email address is dokidsco@isd110.org

Phone 952-442-0649

# WEC drop off and pick up expectations

The door used for Kids' Company drop off and pick is located on the east side of the building and is the door to the left with the plain purple awning.

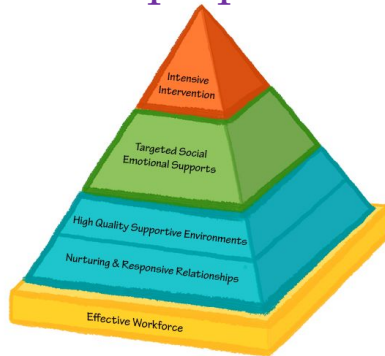
Please call or text with child's name 763-458-5217 when you arrive for drop off or pick up and a staff will come to the door

# The Pyramid Model

Promotes Social Emotional Competence in  
Young Children with a research-based  
framework

Research has proven that children in pyramid model  
classrooms have less behavior incidents.

Children that have a foundation of high social  
emotional competence are more prepared for their  
academic learning



# Typical Morning schedule for preschoolers

Independent  
Room Choice

AM Preschoolers  
leave for class

Snack

Circle Time

Learning Stations

Gym/Playground  
time

AM Preschoolers  
return

Lunch  
School or Home



# Typical afternoon schedule for preschoolers

Lunch

School or Home

PM Preschoolers  
leave for class

Nap or Table  
activities

Gym/Playground  
time

PM Preschoolers  
return

Circle Time

Snack

Learning Stations

Independent  
Room Choice

# Bayview Elementary

Bayview Kid's Company is located in room A 101 at the bottom off of first street.

Before School care is located in the Art room with Kimberlie and Yanira.

### After School

Kindergarteners will be in the main room after school with Ashlie

1<sup>st</sup> Graders will be in the cafeteria with Kimberlie

2<sup>nd</sup> Graders will be in the cafeteria after school with Bionca

3<sup>rd</sup> - 5<sup>th</sup> Graders will be located in the art room with Lauren.

Site Lead Ashlie

amorrissette@isd110.org

Email address is [bvkidsco@isd110.org](mailto:bvkidsco@isd110.org)

Phone 952-442-0614

# Bayview drop off and pick up expectations

Before school drop off: We will use the door on the west side of the build. This door goes directly into the art room. This door is to the left of the custodian's garage door. There will be a sign to help you locate this door. If you are dropping off prior to 8:00 am you are able to park in the parking lot. After 8:00 am you will need to park on the road.

After school pick up: We will have a pick up table after 3:00 pm located at door 15. This is off of 1st street the old bus lane doors.

# Laketown Elementary

Before school care is located in the cafeteria with Alexa and Joe.

### After School

K-1 purple group will be in the 2<sup>rd</sup> grade commons after school with Sierrah

K-1 gold group will be in the 3<sup>rd</sup> grade commons after school with Joe.

2-5 purple group will be in the 4<sup>th</sup> and 5<sup>th</sup> grade commons with Yanira.

2-5 gold grade will be in the 4<sup>th</sup> and 5<sup>th</sup> grade commons with Sommer

Site Lead is Sierrah

[sbjerke@isd110.org](mailto:sbjerke@isd110.org)

Email address is [ltkidsco@isd110.org](mailto:ltkidsco@isd110.org)

Phone (952)442-0667

# Laketown drop off and pick up expectations

Drop off: We will use the doors on the north side of the building that goes directly into the cafeteria. You may park in the parking lot as long as you arrive by 8:00 am.

Pick up: We will use the doors on the north side of the building that goes directly into the cafeteria. You may park in the parking lot as long as you arrive after 3:00 pm.

# Southview Elementary



The Southview Kids Company Main Room is located across from the School Office.

Before school care is located in the dining room with Doug and Kelly

After School

K-1 purple group will be in the Main KC room after school with Yanet

K-1 gold group will be in the 1st grade commons after school with Kelly.

2<sup>nd</sup> graders will be in the dining room with Doug.

3<sup>rd</sup> - 5<sup>th</sup> graders will be in the dining room with Juana.

Site Lead Yanet

yrosales@isd110.org

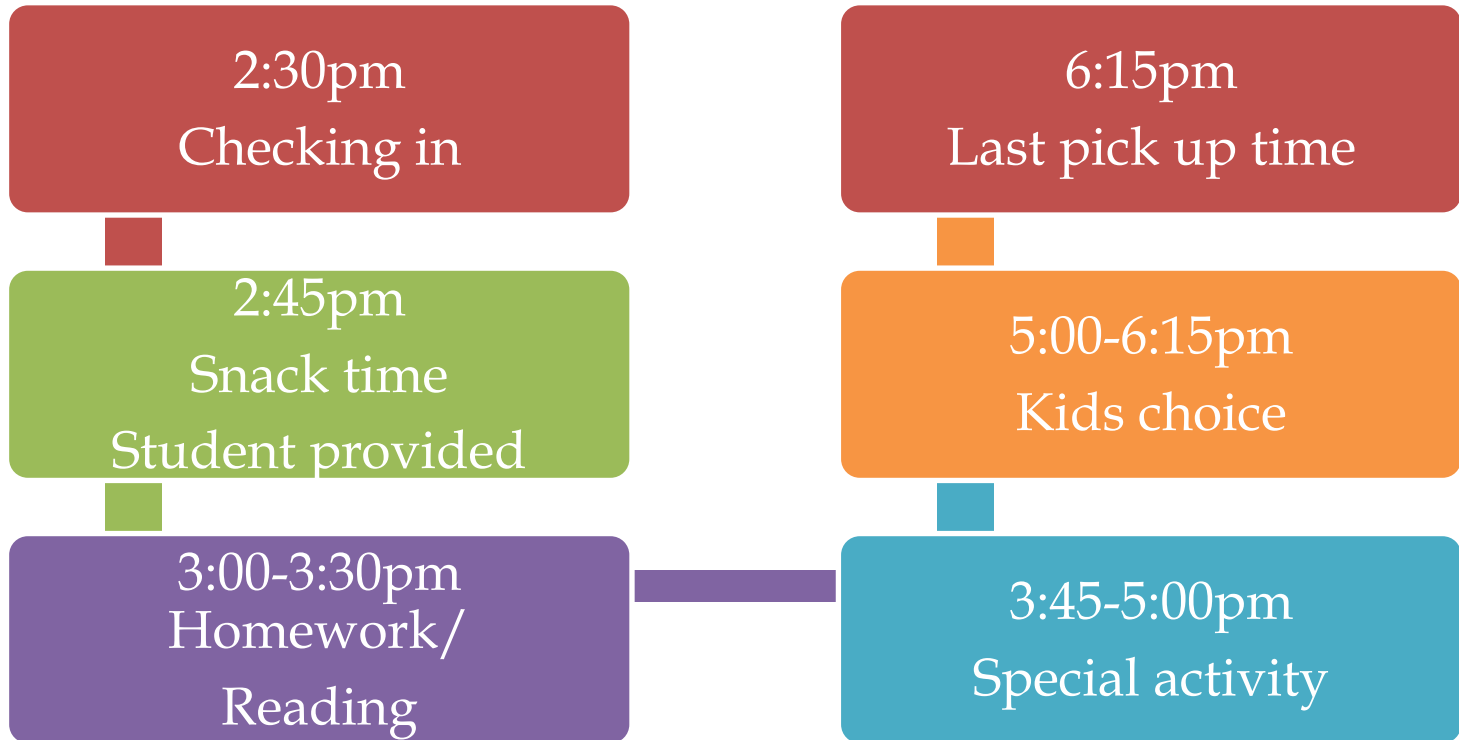
Email address is [svkidsco@isd110.org](mailto:svkidsco@isd110.org)

Phone 952-442-0627

# Southview drop off and pick up expectations

Drop off and pick up: You can park in the parking lot.  
Then you will need to walk down the hill towards the playground.  
We will be using the door that goes directly into the dining room.  
That is door number 13.

# Typical Schedule After School



# What to bring and what not to bring to Kids' Company

## Bring

- Reading material
- Tennis Shoes
- Dress appropriate for the weather
- Am and Pm snack
- Extra clothes if needed
- Comfort item for napping

## Don't Bring

- Toys
  - Unless notified by staff
- Game Cards
- Electronics
- Money



# Key Things To Remember

## E-mails

- Check every day

## Medical Conditions

- Talk with your Lead

## Online

- Contract information
- Account information

## Contact Information

- Add site numbers to your contacts on your cell phone

## Voice Mail

When to expect a call back

Back up plan

Rotating Schedules

Must turn in schedule one week prior

# Financial Information

Payment Forms

Payments

Do I pay when  
KC is closed?

Flex Accounts

Online

Comp Days

Email address is [pkarels@isd110.org](mailto:pkarels@isd110.org)

Phone 952-442-0686

# POLICIES

## **Non school days**

**We ask all families to sign up if attending on a non school day.** This helps with staffing on those days. This sign up will be located with the sign in and out. **If it is not a contracted day you must still sign up.**

If you are not attending and it is one of your contracted days in order not to pay you will need to request a comp day.

**Comp days** you will be given 4 weeks worth of your contract to use if your student is not attending due to illness, or planned days off. The increase in comp days is to help with absences due to COVID.



# What to do when not attending

CONTACT your child's Kids' Company site if your child did not go to school or left school early.

If your child is ill or it is a planned absence you must contact your lead about them being gone. If you fail to do this you will be charged a search fee.

Contact Patty by payment form or e-mail if you would like to apply a comp day to this absence. If your child is out of school due to COVID symptoms please let the site lead know.

**School does not share information given from parents (notes about going on the bus or other information).**

## Checking id's

Please have your ID with you when picking up. Not all staff will be familiar with who picks up so they may ask for an ID. Staff may not ask for an ID when they are or become familiar with the person picking up. Please allow extra time at drop off and pick up

Make sure if someone else that is on your approved pick up list has their ID when picking up.

# **Severe Weather**

If school is cancelled prior to 6:00 am we will be closed.

If school is delayed 2 hours prior to 6:00 am we will also open 2 hours late.

If school is released early we will be open. If we feel we need to close early you will be given notice via e-mail in regards to what time we will close.

You can always call the weather hotline 952-442-0640 for information.

On a late start or early release you must be contracted on that day in order to attend.

# POLICIES

## Sign in/out

When dropping off and picking up you must sign your child in and out. Failure to do this will cause a \$10.00 fee added to your account.

Please allow enough time to drop off and pick up your child.

## Late pick up

If you are going to pick up past 6:15 pm please call the site to let the staff know. It is important that we let your child know because they will be anxious if you don't arrive as expected.

Any pick up after 6:15 pm will be considered late. There is a \$1.00 per minute per child fee paid directly to the staff.

# POLICIES

## CE Classes

If your child is involved in a Community Education class located at their site please let your Lead know the details so we can get them to and from

## How to end your contract

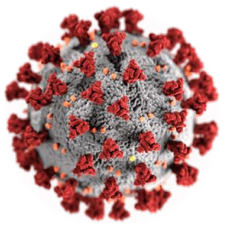
A two week notice needs to be given to Jenny

Comp days will be pro rated according to notice

## Allergies

Please talk with your lead staff in regards to any allergies or medical concerns.

Due to peanut allergies we ask families not to send snacks containing nuts.



## Current Safety Measures:

- Staff will self screen prior to coming to work.
- Staying home if ill
- Frequent handwashing of all students and staff (e.g. start of day, before and after eating, before and after recess, after touching face, and approximately every 30 minutes, etc.)
- Covering any coughs or sneezes
- Avoid touching your face
- Group size is 50% of fire code capacity per space
- Following social distancing guidance to the best of our ability in a childcare setting
- Increased frequency of cleaning (e.g. rooms, frequently touched items, light switches, faucets, balls, jump ropes, etc.)
  - Cloth face coverings will be worn by staff and students grades K-5
  - We will have access to public health for any questions or concerns
  - Custodians will be cleaning spaces in accordance to public health guidelines.
  - We will use guidelines provided by public health for exclusion of staff or students.



Q: Can parents enter the buildings?

A: For contamination reasons you are not allowed into the building.

Q: Will there be care provided on the once a month Wednesdays when we are in distant learning

A: We will be providing care in some capacity. We are waiting for more information In regards to space and staffing. Once we have that information we will share the plan.

Q: How will my student get from before school care to their classroom/teacher

A: Depending on the building the staff will be either dropping the children off directly with their teacher or at the classroom.

Q: How does a family qualify for critical worker statuses?

A: The school-age care for children of critical workers is intended for extreme circumstances in which no parent or guardian is at home, due to employment as a critical worker. The free child care is to be made available when the only parent or both parents in the household are employed as critical workers .