

ENRICHri PROGRAM - Boy & Girls Club of Pawtucket

Eligibility

- Must be a current member of ENRICHri.
- Must be a current member of The Boys & Girls Club of Pawtucket.
- Must have at least one child, who is of school age (5-18 years old) by September 1st, actively participating in the program.

Location

Pawtucket Boys & Girls Club, 1 Moeller Place, Pawtucket, RI 02860

- Enter through the Main Entrance, not the teen center.

Day/Time

6 week sessions held on Tuesdays from 10 a.m. to 2:00 p.m. Please see the calendar for specific dates.

Conduct & Expectations

- Kindness always.
- Use the Golden Rule - treat others as you wish to be treated.
- Be helpful. It takes all of us to make this work!
- Be respectful of teacher's time and other students in the classroom. No foul or disrespectful language.
- There is no cleaning service. Always clean up after yourselves and others when you are able. This includes food items, games, play areas and spills.
- Be respectful of the building and staff at all times. This is their building and their rules.
- Food must be kept in the lunchroom at all times. It is a **peanut and tree nut free building**.
- Teachers will pick up their students and return them to the common room after class.
- Two adults per classroom at all times.
- You must be responsible for your kids at all times. You must remain with them if they are not in a class.
- Littles (children under 5) must remain with a responsible adult at all times.
- No running in the building.

Entry/Exit

- All families must sign in and sign out of the building using the main entrance.

Weather Closures

- Programing will not run if Pawtucket Public Schools are closed. Please refer to local news and radio stations for this information.

Daily Clean-up and Maintenance

- Everyone is responsible for cleaning up after themselves.
- There will be volunteer jobs to check that we are leaving the space better than we found it.

Little's Program

- All children under the age of 5 **MUST** have a responsible adult with them at all times.
- Programming will be offered that will run like a "Mommy/Daddy and Me" program.
- There will be playground time, story/learning time, lunch, gym and pool time.
- There is NO child watch, however, you may choose to have your little stay with you while you teach.

Lunch Time / Food Policies

- **All** food must remain in the lunchroom.
- The Boy & Girls Club has a strict **no peanut and tree nut** policy.

Volunteer Requirements

- All parents participating in the program will be required to sign up for **2** volunteer jobs.
- There will be a link to our Volunteer Sign Up site during registration.
- We also ask that teachers who teach only 1 class, please also select a volunteer job during the day.
- We all need to do our part to make this a successful and continuous program.

Background Checks (BCI & CORI)

ENRICHri & the Boys and Girls Club of Pawtucket require that everyone participating in Program, or classes where parents are not in direct attendance, have a Background Criminal Investigation (BCI) for RI residents or Criminal Offender Record Information (CORI) for MA residents, **prior to** registering for the Program. Please refer to ENRICHri's policy for more information on how to obtain your BCI/CORI.

Children with Special Needs

In special circumstances, parents may need to stay in class with their child to help. Open communication will help our teachers support you and your child's needs. If you have any special needs or concerns for your child we encourage you to speak with your child's teachers and the Program Director.

Food Allergies: ENRICHri will continue to do our best to accommodate food allergies on an as-needed basis, upon the request of a parent/guardian. However, ultimate responsibility for the child's safety and well being lies with the parent. Parents should inform the Director AND individual teachers of their needs and work with them to determine/oversee accommodations. **The facility is peanut and tree nut free.**

Class Registrations

- Classes will be filled on a first come, first served basis through online registration and PayPal payment only. Class supply fees may be additional.
- Once a class is filled to capacity, no additional registrations will be taken. Class registrations will close when class is filled or approximately 2 weeks prior to each session, whichever comes first.
- Program participants must be up-to-date on their BCI/CORI checks and ENRICHri membership. If membership lapses, the member will no longer be able to attend the program and all paid monies for those classes will be forfeited.
- Teachers and Program leaders will receive early registration benefits.

Absences/Tardiness

- All teachers must have a substitute plan on file with the Director one week before programming starts.
- 48 hour notice is requested before an absence of a teacher.
- If you know you will be out, please find another parent to pick up your volunteer jobs.

Refunds

- The programming fee of \$60.00 per 6 week session is inclusive: this includes 2 classes, swim time and gym time. Class supply fees may be an additional cost. Due to the nature of this programming and ENRICHri's obligation to pay for Boys & Girls Club staff regardless of enrollment, a refund of 50% of total Program Session fees will be returned up until 2 weeks prior to the start of the Program Session if a person needs to withdraw for any reason. No refunds will be given after this time.
- The Boys & Girls Club of Pawtucket Membership is non-refundable.
- ENRICHri will not pro-rate or return any fees for canceled classes due to teacher illness, inclement weather or unforeseen circumstances. ENRICHri will make every effort to reschedule a class if canceled due to inclement weather.