



BGCCVI Out of School Care Handbook Addendum

DAYS AND HOURS OF OPERATION

Out of School Care programs follow the school calendar from September through June. Most clubs open at 7:30 am and close at 6:30 pm. Please contact your specific club or check www.bgccvi.com for details. All club locations are closed for statutory holidays (including Easter Monday and Boxing Day). The clubs also close one day per year in May for BGCCVI Staff Professional Development. Full day care is offered on school Professional Development Days, and seasonal breaks, such as Christmas and Spring Break (additional fees may apply). On these days, clubs are open from 7:30 am to 6:00 pm. In the rare occurrence of a School District strike, all efforts will be made to meet your family's care needs within the facilities available.

School based facilities please note: School based club hours vary as access is determined by the School District. Full day programs are only available when access has been granted to School District facilities.

PICK UPS AND DROP OFFS

Clubs provide pickup and drop off services to participating schools. Please call your specific club locations for drop off and pick up times.

During the after school pickups, children are expected to wait at the school until the vans or buses arrive. Children should NEVER leave the school premises but may call their club location from the school office if they are concerned that the vans or buses are not there yet.

Please inform your child's teacher that late dismissals or detentions served after school means that your child will not be picked up by the club. In this case, parents must make alternate childcare arrangements.

Parents MUST contact the club if their child will not be attending program. To do this, please A) Email the club with minimum 24 hours advance notice, or B) phone the club cell phone MINIMUM of 60 minutes prior to the end of day school bell.

LATE DROP OFF/EARLY PICK UP

Please notify your club ahead of time if you will be picking up your child(ren) before 5:00pm to make arrangements for alternate location pick up. This is very important due to the active programming schedule. For full day care (ie PD days, Spring Break etc), please notify your club ahead of time if you will be dropping off your child(ren) after 9:00am or picking up before 5:00pm to make arrangements for alternate location drop off or pick up.



EARLY DISMISSAL

The club locations will be aware of any early dismissal days as the staff check in with schools on a regular basis. Your child/ren will be picked up at the early dismissal time. This includes the weeks involving parent teacher conference. If there any other changes to the school schedule, please notify the club.

REGISTRATION

All registration for the Out of School Program is done through the EZChildTrack online registration system. The school year registration is for Sept - June. July and August Summer Camps are NOT included in the school year Sept-June registration. Please check with your club or at <http://www.bgccvi.com/registration/> annually for school year registration dates. Please contact your club for availability before beginning the registration process.

ADMISSION CRITERIA

Children that are age 5 (Kindergarten) to age 12 may participate in the Out of School Care Program.

PROGRAMMING

Belonging to a Boys and Girls Club is often a life-changing experience. Children can build healthy, supportive relationships with caring adult role models, which in turn can positively influence the life path they choose. Clubs also encourage healthy, respectful relationships with peers and family members.

Each Club has trained, passionate, dedicated staff. The staff members build self-esteem by empowering participants to help shape programs and share their ideas. Through these opportunities, children and youth are given the chance to develop life and leadership skills and learn how to contribute to Clubs and their communities.



Boys & Girls Clubs
of Central Vancouver Island

Programming continued...

Staff provide children and youth with daily Learning and Skills Development through BGCCVI Core Programming:

Physical Activity
Nutrition & Nature
Education Support
Financial Literacy
Social & Life Skills
Creative Arts
Cultural Diversity
Leadership Development & Entrepreneurship

The Core Programming helps prepare children and youth for life by helping them to discover and develop their abilities and skills, building confidence and competence along the way.

We look forward to getting to know you and your family!