

Fitness Fun & Games

at City Neighbors Hamilton #346
667-289-7311

FitnessFunandGames.org
CityNH@FitnessFunandGames.org
[Application - City Neighbors Hamilton](#)

PROGRAM DETAILS

The program is in operation, Monday through Friday, on all school days. FFG will be closed when city schools close for weather issues or building problems, such as plumbing, power, or security issues, or scheduled early dismissals, except the weekly Wednesdays. FFG will be closed if BCPS announces "afterschool activities are cancelled" (at the end of a school day). FFG will be OPEN when city schools close for heat, since the building has A/C. It is the parent's responsibility to stay alert to the media for these schedule changes.

Sign up for School Closing email or text alerts through the websites of your local TV and radio stations.

When school is scheduled to be closed, full-day care is offered at ***Fitness Fun & Games*** at Bethesda United Methodist Church, 6300 Harford Road, 21214, 443-602-4030. Pre-registration and a fee are required. Space is limited.

Payment is due 3 days BEFORE the first of the month, by electronic payments only. Late payments should include a late fee of \$6 per day. If payment is not made by the 3rd school day of the month, the student will no longer be enrolled in the program and will not be admitted to the program until the payment has been completed.

For June, payments are due by May 25. Each month averages about 18 school days - some more, some less. Our payments are established to cover the cost of staff, taxes, rent, phone, insurance, custodial service, supplies, MSDE-required staff trainings, etc. It is averaged to reduce administrative expenses and keep our rates as low as possible. There are no adjustments for shorter months, illness (except COVID, absence, weather, or schedule changes. At the first of the month, you may adjust your child's upcoming monthly schedule, for days or times. No refunds. Fees may be tax deductible as licensed child care. Only credit and debit cards accepted. [PAY HERE](#)

FFG's responsibility for your child begins when he/she enters the supervised program area. Please let us know if your child will not be attending on the usual scheduled day and time. There is a **\$10 fee** per occurrence if your child is absent on a scheduled day and you do not notify the staff in advance. Leave a voicemail and/or email message. Students will meet in the cafeteria for the program.

If your child will be participating in a school-sponsored club, give the FFG director a note, or email, that includes the start and end dates of the club, plus the hours and days your child will be attending the club. If the club is cancelled, for any reason, it is the students' responsibility to go to their designated room for FFG instead. It is the parent's responsibility to keep FFG updated on any changes to the child's schedule.

Suppers are provided through BCPS by the federal food program at no cost to parents. If suppers are delayed or cancelled, FFG will provide a snack. Let us know about any food allergies. You are welcome to send alternate HEALTHY nonperishable foods with your child, if you want.

DO NOT ALLOW YOUR CHILD TO BRING GUM TO SCHOOL.

The program closes at 6:30 p.m. Please arrive no later than 6:20 p.m. to pick up your child. If an emergency prevents you from getting there on time, another adult listed on the emergency card should arrive before 6:20 p.m. Call to

inform the staff of unusual circumstances. **The late pick-up fee is \$6.00 for each 10-minute period (or less) after 6:00 p.m., or your scheduled pick-up time, due right after pick-up, by electronic payment.** If your child is scheduled for early pick-up, the late fee applies as well, after the early pick-up time.

An authorized adult must sign out your child upon pick-up. (Do not tell your child to meet you outside, honk your horn, or tell them by cell phone to leave.)

You are welcome to visit your child at any time during the program, following school protocols for visitors. If you have any interests or talents you would like to share with the students, as a "special event," let the Director know so it can be scheduled at your convenience.

It is important that you discuss your homework expectations with your child. There is a designated homework time daily, except Fridays. This does not replace the parents' duty to check and review schoolwork daily with the student. Some students may need additional time at home to complete all their assignments, especially if they are in school clubs during homework time. For those that finish their homework first, there will be other quiet activity choices during the homework period.

Students are not permitted to use video games, cell phones, smartwatches, and trading cards during program time. Disregard for this policy may result in suspension from the program. FFG is not responsible for personal toys brought in. If your child is required to complete schoolwork on a device, parents must provide a note with permission and limitations.

There will be outdoor play every day, except in extreme weather. Your child should bring gloves, a hat, and appropriate outerwear for the cold. All belongings should be labeled with the student's name (backpacks, coats, glasses, hats, games, lunch bags, etc.)

We would prefer not to administer medication during this time. However, if it is essential that a dose of medicine be given during the afterschool time, we must have it in a container with the student's name, name of medication, name of physician, and the dosage and time it should be given. We also need the list of side effects and the completed medication form. This should be given to the director or their designated substitute. We cannot give the first dose of a new prescription because of the risk of allergic reactions. The parent must do this, per state regulations.

Do not allow your child to attend the program if he/she has experienced nausea, vomiting, diarrhea, fever, or rash in the previous 24 hours. If your child has been out sick and the school requires a doctor's note for re-admittance, we must also be given a copy of that note. If your child has been exposed to contagious disease, we should be informed so we may alert other parents about possible symptoms they may observe. It is the parent's responsibility to pay their child's medical expenses for illness or injury, and for substitute care if the child cannot attend the program.

It is FFG's policy to include students with special needs in the program as long as their participation does not present a safety risk to the child or to other students or staff. Be sure to provide as much information as possible to the staffs, including 504/IEP/BIP, so staffs are well-informed to support your child in the program.

FFG is willing to collaborate with parents, teachers, counselors, and specialists to enable clear communication and a shared plan for students' success.

Please let us know of any fears, family situations or crises that may affect your child's attitude or behavior in the afterschool program. If your child has any special needs, inform the staff using the registration forms. If you have any questions, problems, concerns, or suggestions, address them to your child's group leader and/or the Site Director. If you still need further assistance, contact

Brian Baker, SD@FitnessFunandGames.org or the Executive Director, **Meg McFadden**, Meg@FitnessFunandGames.org. Include your phone number and convenient times to call you.

Students will be expected to refrain from wrestling and roughhousing, since these activities usually result in injuries or hard feelings. Discipline will consist of explanations, reminders, time-out, or loss of privileges. In the best interests of the other students and staffs, temporary or permanent removal from the program may be invoked at the discretion of the Site Director, in conjunction with the Executive Director. Behavior consequences are determined based on students' developmental age, ability, behavioral history, and special needs. Therefore, consequences are 1) designed to help each student improve behavior, 2) are based on individual circumstances, and 3) are confidential.

The students will be taught to tell people, politely, what they want, and to ask an adult if they are having difficulty with someone. DO NOT tell children to "hit them back." We are trying to teach them to solve their differences, tactfully, with words. If your child complains to you about another person's actions, tell them to speak up and to ask for help *at the time it happens*. (It is difficult for you to solve the problem long after the students have gone home and the behavior is forgotten.) Do not approach other children or parents about behavior concerns. Address any comments to the supervising FFG leader so they can resolve any issues in ways that promote learning for the children.

The director has a copy, on site, of the following: FFG discipline policy, parent's brochure about licensed childcare, MSDE regulations for licensed childcare centers. You may request to review these during program hours or email a request at any time.

As with all childcare providers and educators, we are required to report any suspicion of child abuse or neglect. This includes physical punishment. If you are angry or frustrated with your child's behavior and/or attitude, please discuss your concerns with the director. We can work together to find positive and effective ways to help students improve.

Our **tax ID# is 52-1724298**. You will need this number if you are claiming a childcare deduction, along with the address: 810 Weatherbee Rd., Baltimore MD 21286. Note this information with your tax file. Keep a record of your payment receipts to total your child care expenses. Keeping your own records helps FFG keep administrative expenses and tuition as low as possible. There is a \$25 fee for staffs to tally your payments for you. Allow a week for that service.

FFG is a licensed, nonprofit organization working to provide quality programs for children. Please write in "***Fitness Fun & Games***", when you designate your payroll deductions for the United Way. Amazon will donate to FFG if you start your order through this link: smile.amazon.com/ch/52-1724298. Tell your friends and relatives we need their support. Thank you!

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Nonprofit, MSDE License #258429

FREE for eligible families*

BEFORE SCHOOL 6:30 – 7:45 a.m. \$120/month

AFTER SCHOOL M-F 3:00 – 6:30 p.m

DAYS PER WK.	COST PER MONTH	
	UNTIL 4:30	6:30
2	\$ 85	\$160
3	\$120	\$220
4	\$145	\$260
5	\$190**	\$320**

****Includes early dismissal on Wednesdays
Wednesdays, 1:00 – 3:00 only, \$40/month**

SUPPER is provided by BCPS

August \$20/day

OCCASIONAL CARE \$10/hr. for pre-registered students
(as space allows, up to four times a month)

\$30 annual registration fee (\$20 for 2nd, \$10 for 3rd in family)

20% & 30% Discount for second and third children in family.

Fees may be tax-deductible as licensed childcare. No refunds.

Payment is made only with credit or debit card only. [PAY HERE](#)

[Fitness Fun & Games](#) Click on [ENROLL](#)
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*For information on [MSDE Child Care Scholarship](#) for parents,
who are working, seeking work, or in training, call 877-227-0125.

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- \$30 registration fee paid through the Fitness, Fun & Games website or the link on the fee list
- Health Assessment, Part 2 completed, dated, and stamped at physician's office verifying the student had a complete physical within the past 365 days
- Blood Lead Certificate, completed by physician
- **If a student needs medication administered during program time (asthma or allergy epi pen, etc.) we have to have a copy on site at all times in order for your student to attend aftercare. All asthma pumps have to be accompanied by a spacer.**
- Health Assessment, Part 1 completed by parent/guardian
- Emergency contact form with at least 2 emergency contacts not including parent/guardian
- All About Me form