



GSL KIDS AFTER SCHOOL PROGRAM

Game Station & Lounge offers individuals the opportunity to play a variety of game systems; such as PlayStation 4, XboxOne and Nintendo Switch. All game play comes with the luxury of swapping out multiple games during your allotted gaming time. Gamers at Game Station get to enjoy the unique experience of playing video games in a facility that offers an unforgettable experience into the gaming world.

The purpose of the GSL Kids Afterschool Program is to provide a quality resource for parents that must work outside the home after the school day is over. Our mission at GSL Kids is to provide a nurturing, safe environment where your children can relax with their peers after school. During this time, children will receive help and tutoring with homework assignments, learning what makes up a video game, and stem and coding. Below is a list of things kids will learn about video games:

- What makes up a video game
- What is a hard drive
- How video gaming design, coding, hardware and software work
- Video game time management
- Properly operating video games
- Talking to strangers online
- Video games vs. real life
- Video game screaming
- Video game purchases
- Not letting the controller control you

Playing your favorite game by yourself is great, but there is nothing like playing games in a group and around a crowd. Doing any activity with a group of people has been proven to be more enjoyable in almost every activity, gaming is no different. The joy and satisfaction that comes from playing with a group of people is unmatched. Also, the companionship and friendship being formed over a competitive game is priceless. Our main goal with GSL Kids After School Program is to create friendships and bonds over sharing a common and enjoyable hobby.

Technology has become a vital component in day to day life. Video games have become one of the highest forms of technological entertainment for kids. The current cost and upkeep of computer gaming and consoles require a massive amount of time and money. With special effects, graphics and sound components, gaming can become more of a task than leisure activity. For gamers to fully immerse into a game, there has to be an experience with everything offered for each game. At Game Station, we figure why just play the games when you can learn how they work as well with GSL Kids After School Program.

AFTER-SCHOOL PROGRAM

- Accepting children ages 5-13 years old.
- Hours of operation are from 3pm-6pm Monday through Friday.
- Weekly Fee for GSL Kids After School Program is \$75 a week. Daily rate is \$20/day per child. Van service from child's school to Game Station is available at an additional \$15 per week per child. Please note there will be a 2.85% convenience fee with all credit card transactions.
- A registration fee of \$30 per child is due upon registration. Please fill out the attached registration form and read all policies and procedures.
- Parents must pick their child up by 6pm or a late fee of \$10 will be assessed after the first 5 minutes. Every minute following the first 5 minutes will be \$1 per minute.
- After school snack and beverage will be provided to each student daily.

Policy and Procedures

Homework time: Is required for all students. This will be a 30 minute quiet study time for students Monday through Thursday. Homework help is included in the aftercare fee and is available to all students. We will expect students who do not have homework to read or study quietly during homework time. GSL Kids staff will do their best to help each student with their homework, but this does not guarantee that it has been checked. Please take time to review your child's work with them nightly.

STUDENTS WHO ARE A DISRUPTION DURING HOMEWORK TIME WILL BE SUBJECT TO DISCIPLINARY ACTION AS NECESSARY.

Student Pickup: Children will be released only to adults listed as "authorized to pick up" on the registration form. This includes parents. Authorized persons will sign the child out each day at check in desk. If other arrangements for pick up are necessary, we require written notification. For safety reasons, messages left on the voicemail will not be acceptable as notification regarding alternative arrangements.

Supervision: We are always with the children. We do a count of children at the beginning of the afternoon and match it to the number of children signed in. We do a count any time we move locations. A child must ask permission to use the restroom and a staff person holds the bathroom passes. When the pass is returned, we know the child is back. Staff are with children at all times. We have no offices that take us away from the activities of the center.

Behavior Policy: GSL Kids After School Program is committed to creating a successful environment for your children. Our procedures on positive instruction, supporting positive behaviors, discipline and consequences are the following: GSL Kids believes in respect for each other. We will only speak to your child with respect when we need to provide discipline. Should there be a problem, we will give your child two verbal warnings to correct a behavior. There will also be a quiet time of reflection to review the incident. We will work hard with you and your

child to ensure their success, but respect and kindness is imperative. Should we experience any significant behavior problems, you will be advised. If the problem continues to be ongoing, your child will no longer be welcome to attend GSL Kids After-School Program and the parent will be notified by phone and given 24 hour notice.

Accidents/Illness /Emergency: When a child becomes ill or is injured during the after-school program, the parent/guardian will be contacted immediately. If the parent cannot be reached, our staff will adhere to the emergency contact information on your child's registration form. Please notify us immediately if changes occur in addresses, phone numbers or emergency contacts for your family. Should we not be able to reach anyone, we will call 911 for transport to needed medical facilities.

Lost Children: Should a child be missing, we will obtain information from school office, parent or emergency contact, patrol the grounds and confirm that the parent has received their child and failed to notify us. If we cannot locate anyone or any information, we will then call 911. We take no field trips. Our staff will not transport the children away from the center.

Special Needs: The services for special needs children is in compliance with the American Disabilities Act. We reserve the right to deny services based on the inability of GSL Kids After School Program to ensure safety and good health due to a child's special physical, mental, behavioral, or emotional conditions and the limited resources available within our program.

Travel Rules: All Children will ride in seats with seat belts and be transported by a staff member of GSL Kids. Should there be an emergency, the center will be notified in addition to proper authorities and parents, depending upon the nature of the emergency.

Releasing a Child: When a child is released, the allowed person must sign the child out on our sign-out sheet. No one will be released to anyone that is not on the registration form unless you notify us to do so. If you want your child to sign themselves out for any reason, we must have a signed letter from you, stating they are permitted to leave of their own accord. Children may sign themselves out with parent permission on file.

Late Arrivals: The GSL KidsAfter-Schooll Program closes at 6PM. If you will be later than 6PM, please call center number and notify staff. We will wait with your child until you arrive. Should you run late regularly, an extra fee will be incurred. Should there be an emergency and we not hear from you for 15 minutes past our closing time, we will contact others on your emergency call list to come and retrieve your child. We do not take Field trips, so no concern if a child arrives late for a group activity, all activities occur at the program location.

Medications: We administer life sustaining medications only. We recommend that children needing medication should receive it from the school nurse prior to the end of the school day or from their parents after pick up. If your child needs a life-sustaining medication (ex. Epi-Pen, Seizure medicines ect.) we must have them stored for the school year with our program. The physician's prescription must also be on file with instructions to administer, signed by the parent or legal guardian.

Personal Belongings: All children's belongings will be placed in a holding box of their own while at Game Station. We have many placed out each day to house children's belongings.

Allergies: If your child has a food allergy, please discuss with us what is an appropriate food for them, or provide their own snacks.

Visitors: Visitors are to sign in at the front desk and notify a staff person that you are there.

Complaints: Should you have a complaint against our center, please talk to anyone on staff and they will direct you to the Director. You are also welcome to phone DeAttra Hicks, owner directly at 251-654-2514. We always want to know if a parent is dissatisfied so we can remedy the situation for you.

Child Abuse Reporting: If GSL Kids staff members suspects that a child is being abused, they are required by law to report suspected abuse. If abuse is suspected, the program director will be notified and a report will be filled.

Canceling our Services: Should we decide we can no longer provide services, we will give you a 90 day notice. If we have asked your child to no longer attend our program because of poor behavior choices, please speak with the director for details. We also reserve the right to refuse to do business with any family that is rude to our staff or our directors and who repeatedly is late to pick up their child. We will do all we can to accommodate everyone's needs, but we will stop doing so when it affects others in our program or on our staff. We will also give you a 24 hour notice.

Questions: Any or all questions may be directed to the program director at 251-654-2514.

I have read and agree to the above terms.

Parent/Guardian #1 Signature: _____ Date: _____

Parent/Guardian #2 Signature: _____ Date: _____



REGISTRATION FORM

Date: _____

Name of Child (Last, First, Middle Initial):

Age: _____ Sex: _____ Date of Birth: _____

Child's Home Address:

Parent/Guardian Marital Status: Single Married Divorced Widowed

Primary Residence: Mother Father Both Guardian

Circle Days to Attend: MON TUES WED THU FRI

SCHOOL INFORMATION

School Name: _____ Grade in School: _____

School Address: _____

School Phone: _____

School Start Time: _____ School End Time: _____

PRIMARY CONTACT AND RELEASE PERSONS

Parent/Guardian #1: _____

Relationship to Child: _____

Home Phone: _____ Cell Phone: _____

Home Address:

Email Address:

Employer: _____

Employer's Address: _____

Work Phone/Extension: _____

Parent/Guardian #2: _____

Relationship to Child: _____

Home Phone: _____ Cell Phone: _____

Home Address: _____

Email Address: _____

Employer: _____

Employer's Address: _____

Work Phone/Extension: _____

MEDICAL PROBLEMS/ALLERGIES:

EMERGENCY CONTACT AND RELEASE

If a child becomes seriously ill while at Game Station & Lounge, a parent or guardian will be asked to pick up the child immediately. Please list the persons you would like contacted (in order of priority) if you cannot be reached in case of emergency. The persons listed will also be authorized to pick up or accompany the child for the purposes of medical treatment. We will not release a child to anyone (other than the parent) under the age of eighteen (18), including siblings. For the safety of your child, we will request all authorized release persons with whom staff are not familiar to provide government-issued photo identification at the time of pick-up. In extreme circumstances, an ambulance may be called, or a child may be taken to an emergency center or hospital in the care of a staff member

Name #1: _____ Relationship to Child: _____

Home Phone: _____ Cell Phone: _____

Name #2: _____ Relationship to Child: _____

Home Phone: _____ Cell Phone: _____

Name #3: _____ Relationship to Child: _____

Home Phone: _____ Cell Phone: _____

Name #4: _____ Relationship to Child: _____

Note: Add additional names if needed.

Please note, if anyone is **PROHIBITED** from contacting or checking-out the student.

Specify the individual(s) below:

Name: _____ Relationship: _____

Name: _____ Relationship: _____