



**Fredericton 2024-2025  
After School Program (Grade 2-6)**

**Parents Handbook**

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**"The FUTURE depends on what we do in the PRESENT"**

# **PARENTS HANDBOOK**

## **Program**

FitKids Afterschool Program is more than just a gym for kids. We encourage physical activity in the lives of our youth and stress the importance of being fit. We promote a healthy lifestyle with an emphasis on proper nutrition, exercise and rest. We aim to create a fun and interactive environment. Our goal is to motivate, build self-esteem and help create healthier bodies, mind and spirit. It is our intention to introduce kids to exercise and skills that relates to all sports.

## **Hours of Operation**

FitKids Afterschool Program will be open for operation from 2pm to 5:30 pm on Monday, Tuesday, Thursday, and Friday, and from 12pm to 5:30 pm on Wednesday. The program will operate from 8am to 5:30 pm on days when school is cancelled, or on Teacher Development days, and it will be the parent's responsibility to provide transportation to the facility on these days. The program will not operate on the following holidays: New Years Eve, New Years Day, Good Friday, Easter Monday, Victoria Day, Canada Day, New Brunswick Day, Labor Day, Thanksgiving Day, Remembrance Day, Christmas Eve Day, Christmas Day and Boxing Day.

Summer Hours: 8:00 a.m. to 5:00 p.m.

**FitKids will be closed the following days during the Christmas Holiday:**

**December 23-24-25-26-27-30-31 / January 1-2**

**January 3<sup>rd</sup> (open full days – extra fee of \$12.00 daily**

## **Enrollment & Enrollment Fees**

Fit Kids Afterschool Program will enroll as many as 60 students from grade two to six. Provincial Licensing regulates space, so we will provide a waiting list.

New Fitkids participants registering during the summer months will be required to pay for the month of September upon registration. This fee will be non-refundable.

**Grade 2-6 Full time monthly rates of \$390 (June Included) – Add \$60.00 if attending the last week (full days) \$440.00**

\*Late pick up fee of \$5.00

NSF Checks – a charge of \$25.00

**\*Storm day, PD day are included in your monthly fees**

**Extra days not cover in our monthly fees** (payment must be made prior to your child's attendance)

**January 3**

**March Break Week**

**\$12.00 per day**

**Last week of June**

## **Summer Policy**

**Summer Fees to Secure your Spot for the upcoming School Year.**

In order to secure your placement for September, each family (new and returning) is required to provide FitKids with two payments (July & August) in the amount of **\$185.00 each per child**. Each family will be provided with two weeks of summer camp in return for their deposit.

### **Refund Policy**

FitKids Afterschool Program require it's participants to provide them with a month notice in the event that a child is leaving the program prior to the end of the school year.

### **Transportation**

FitKids After School Program will provide transportation for your child from school to our facility if the district does not already provide it. We will also use our vans to transport children to and from other facilities in the city throughout the year. We carry the insurance required for this service and an authorization form must be signed, by parent or guardian, for your child to participate. (Required by Family and Community Services)

**\*If any persons other than the legal parent or guardian are going to be picking-up children, we will have to have written notice of this arrangement to authorize their release.**

- **Parents are responsible to provide us with a car seat.**

### **Fitness off-site**

We will occasionally take outings that will include such activities as hiking, swimming, skating, sports hall of fame, etc.

### **The Facility**

The facility is made up of 3 areas. There is one large gym for specific exercises and games such as tag, dodge ball, Fitkids Olympics, etc. as well as circuit, calisthenics, agility and speed training. There is also a smaller area to play mini-stick, mini-soccer, etc. We also have a kitchen area for lunches and quiet time. We will also get fresh air whenever possible and use our outdoor space on-site area as well as parks, outdoor basketball court, soccer field, etc.

### **Pick-Up from FitKids**

If any persons other than the legal parent or guardian are going to be picking up your child we will have to have written notice of this arrangement to authorize their release.

### **Absence from FitKids**

Should your child **not** be attending FitKids on any given day, please let us know in advance by emailing [contactfitkids@gmail.com](mailto:contactfitkids@gmail.com) or by calling 506-454-2923 and leaving a message.

### **Lunch & Snacks**

Children will be required to bring their own nutritious after-school snacks and beverages. On half days children will be required to bring a lunch with them.

### **Parental Involvement**

At FitKids we hope that as parents you encourage your children to explore all types of physical activity and emphasize the benefits of; proper rest and nutrition, and above all *fun!*

### **Parental Grievances**

If at any time you, as parents, feel the need to express concerns with the facilities or our programs, do not hesitate to speak with any member of the FitKids staff. It is our intention to make sure your Childs' best interests are front and center at all times while they are enrolled in our programs.

### **Child Abuse and Neglect**

Please be advised that Family and Community Services will be contacted in the event that any member of the Fit Kids staff has detected abuse or neglect.

### **Behavior & Discipline**

FitKids After School Program is a program built on respect. The staff is positive, motivated and respectful of all children of the program. We encourage the children to do the same in return. In the event that a behavioral issue arises it will be dealt with in a respectful fashion and parents will be informed immediately.

### **Personal Belongings**

FitKids Afterschool Program will not be responsible for personal property that is lost or stolen. Such items should be kept in book bags and will be kept in a secure place for the duration of the program. Students will require proper gym attire while in the program which would include; indoor athletic shoes, shorts or track pants, and t-shirt or sweatshirt.

### **Administering Medications & Illness**

Parents must provide clear instructions and written permission to faculty for non-prescribed medication. All medications must be in original containers and clearly labeled.

FitKids Afterschool Program will comply with the guidelines set out in the *Management of Illness in Children and Staff in New Brunswick*. If children are suffering from any illnesses set out in the guidelines they will be advised to stay home for the exclusion period. As well, if they are already at our facility, they will be separated and the parents notified.

### **Storm and Cancellations Policy**

On days school is cancelled due to a storm, we will email all parents by 6:30 a.m. to inform all about our opening hours. We do our best to open at 8:00 a.m., but due to the size and strength of some storms, we may delay the opening to allow safety for all. We will post our hours on our Fitkids Facebook page, as well as an email will be sent out.

### **Early closure**

Very rarely have we closed early due to a storm or power outage. However, we would send an email, post a notice on our Facebook page, and do follow up phone calls to notify parents, ensuring parents received our message. As mandated by the department of Social Development, parents have 1 hour to make arrangement to pick up your child from our program

### **Unexpected Early Dismissal from school**

If schools were to close early for any reason, we do not have the ability to call in staff on short notice. The program would not be available until our regular scheduled time.

### **Evacuation Plan and Meeting Location:**

In the case we have to evacuate our building due to emergency our meeting location is Ford Wood Motors located at 880 Prospect. We will contact parents, and parents will have 1 hour to pick up their child from our care.



**“IT TAKES A VILLAGE TO RAISE A  
CHILD,  
THANK YOU FOR ALLOWING US  
TO BE PART OF YOUR VILLAGE”**



## WEEKLY SCHEDULE

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
12:30 TO 12:45			ARRIVALS WASH-UP CHANGE INTO GYM CLOTHES		
12:45 TO 1:15			LUNCH		
1:15 TO 2:00			FREE TIME		
2:00 TO 4:00			OUTINGS OR ONSITE ACTIVITIES		
3:15 TO 3:30	ARRIVALS WASH-UP SNACKS CHANGE INTO GYM CLOTHES	ARRIVALS WASH-UP SNACKS CHANGE INTO GYM CLOTHES		ARRIVALS WASH-UP SNACKS CHANGE INTO GYM CLOTHES	ARRIVALS WASH-UP SNACKS CHANGE INTO GYM CLOTHES
3:30 TO 3:45	FREE TIME	FREE TIME		FREE TIME	FREE TIME
3:45 TO 4:30	FITNESS CLASS	FITNESS CLASS		FITNESS CLASS	FITNESS CLASS
4:30 TO 5:30	HOMEWORK READING FREE TIME PICK-UP TIME	HOMEWORK READING FREE TIME PICK-UP TIME	HOMEWORK READING FREE TIME PICK-UP TIME	HOMEWORK READING FREE TIME PICK-UP TIME	HOMEWORK READING FREE TIME PICK-UP TIME

**“PEOPLE BECOME REALLY QUITE REMARKABLE WHEN  
THEY START THINKING THAT THEY CAN DO THINGS.  
WHEN THEY BELIEVE IN THEMSELVES  
THEY HAVE THE FIRST SECRET OF SUCCESS.”**