



# The **Afterschool Program . . .** **a safe & fun place where children with special needs can grow, develop, and learn through Recreation.**



**A partnership of the Rochester Parks & Recreation Department and Bear Creek Services Inc.**

This program offers a safe & stimulating recreational environment after school hours for children with a variety of special needs. Participants benefit from activities involving fine & gross motor skills, individual & group activities, music therapy, dramatic play, and sensory stimulation with an emphasis on socialization and communication. An afterschool snack, homework help, and transportation from a Rochester Public/Private school or residence to Bear Creek Services are also provided!!

- DATES:** **Tuesday, September 6, 2011– Friday, June 7, 2012.**  
**Closed on holidays and Rochester School District Days.**
- WHO:** Youth ages 4-18 year of age with a Developmental Disability.  
Persons 19 years of age and with a Developmental Disability are eligible if they are currently in school.
- TIME:** The Afterschool Program hours are from 2:30-6:00 p.m.
- WHERE:** Bear Creek Services, 3018 Hwy 52 N. Rochester, MN 55901.
- COST:** **\$3400.00**

## **PROGRAM SERVICES**

- \*Experienced and well-trained staff will supervise and facilitate all activities.
- \* Music Therapy.
- \*Transportation provided from schools within the Rochester School District.
- \*PECs and Visual Schedules used.
- \*Stimulating activities offered daily.
- \*Accessible playground!
- \*Comfortable and open activity area and classrooms.
- \*Individual & group time activities.
- \*Homework, reading, & snack time daily.
- \*Open from 12:30-6:00 p.m. on **EARLY RELEASE** days **(based on the Rochester Public School District calendar)**



# THE “AFTERSCHOOL PROGRAM”



## 1. Program Overview

This therapeutic program offers children with special needs an opportunity to develop friendships, as well as the use of social, physical, and cognitive skills through an assortment of activities including arts, crafts, games, social play, and large motor activities. There will be a daily snack, reading & homework time.

Cost of the program includes transportation to Bear Creek Services (BCS), **from a designated site within the Rochester Area**. Transportation **home** will be up to families. Pick up is scheduled for 6:00 p.m.

Supervision & assistance is based on a **1:4 (staff to child) ratio** and will be provided by experienced and well-trained staff.

## 2. Days / Times Offered

The program will be open Mondays-Fridays, 2:30 – 6:00 pm. school days only.

## 3. Facility

The program will be hosted in the center space at Bear Creek Services, located at 3018 Hwy 52 N. Rochester, MN 55901. The BCS site allows for multiple spaces for a variety of activities.

## 4. Program Cost/Financials

Cost of the program is \$3400.00 for the school year (September 2011-June 2012). Checks can be made payable to the **Parks & Recreation Department**. If another agency/party is paying the tuition, you can include that information on the form below and we will bill them for you. All payment must be received BEFORE participation is allowed.

## 5. Absences due to illness/Appointments/Etc.:

If your child is sick or will not be attending the program for any reason notification **MUST be made BY 1:00 p.m.** the day of the program and **can be made to Karen Meyer at (507) 328-2539 or to [kmeyer@rochestermn.gov](mailto:kmeyer@rochestermn.gov)**

## 6. Late Pick Ups:

There will be a \$7.00 late fee per child charged for late pick up **AFTER 6:00 p.m.** The fee will increase an additional \$7.00 every 15 minutes and must be paid before your child can attend the next program day. Participation will resume once the balance is paid to the Parks & Recreation Department at 201 4<sup>th</sup> Street SE #150, Rochester, MN 55904. **When running late, PLEASE CALL THE PROGRAM STAFF AT (507) 226-2787.**



## 7. Registration Information & Process:

Registration will be accepted **Tuesday, July 5 until space is filled OR by Friday, July 15, 2011. Space is limited**, registration is first come/first serve; space may fill **BEFORE** registration ends.

Please complete and return the following forms:

- Registration Form
- Release/Waiver Form
- Payment (Initial payment only)



## 8. Program Cost & Payment:

Full cost of the program for the year (Sept. 2011-June 2012) is **\$3,400.00** and payments are scheduled as such:

\*Initial payment of **\$ 1,133.00** due with registration materials between the dates of **July 5 & 15, 2011.**

\*2<sup>nd</sup> Payment of **\$1,133.00** due November 10, 2011.

\*3<sup>rd</sup> and final payment of **\$1,134.00** due March 10, 2012.

### Send Payment & Forms to:

The Parks & Recreation Department  
Adaptive Recreation Division  
201 4<sup>th</sup> Street SE #150  
Rochester, MN 55904

## 9. Questions?

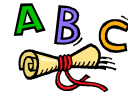
Call Karen Meyer, Director of Adaptive Recreation at (507) 328- 2539 or email [kmeyer@rochestermn.gov](mailto:kmeyer@rochestermn.gov)

# Afterschool Program School Year Calendar 2011-2012

(Based on Rochester Public School District Calendar)

Monday, September 6

**First day of Afterschool Program!**



Friday, October 14

**Early Release**

Afterschool Program hours 12:30-6:00 p.m.

Thursday & Friday  
October 20 & 21

**MEA**

Afterschool Program closed.

Friday, November 11

**Rochester Public School District Day**

Afterschool Program Closed.

Wednesday-Friday  
November 23-25

**Thanksgiving!**

Afterschool Program closed.



Friday, December 9

**Early Release**

Afterschool Program hours 12:30-6:00 p.m.

Friday-Monday  
December 23-January 2

**Christmas Break**

Afterschool Program closed.



Tuesday, January 3

**Afterschool Program Re-opens!**

Monday, January 16

**Rochester Public School District Day**

Afterschool Program Closed.

Friday, January 27

**Rochester Public School District Day**

Afterschool Program Closed.

Friday, February 17

**Early Release**

Afterschool Program hours 12:30-6:00 p.m.

Monday, February 20

**President's Day**

Afterschool Program Closed.

Friday, March 30

**Rochester Public School District Day**

Afterschool Program Closed.

Monday-Friday, April 2-6

**Spring Break!**  
Afterschool Program Closed.



Monday, April 9

**Afterschool Program Reopens!**

Friday, April 13

**Early Release**  
Afterschool Program hours 12:30-6:00 p.m.

Monday, May 28

**Memorial Day!**  
Afterschool Program Closed.



Thursday, June 7

**Last Day of the Afterschool Program.**





# The Afterschool Program Registration Form

Please complete and return along with payment  
To the Parks & Recreation Department  
201 4<sup>th</sup> Street SE #150  
Rochester, MN 55904  
by Friday, July 15.

Child's Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

\*Home Phone: (    ) \_\_\_\_\_

\*Emergency Phone(    ) \_\_\_\_\_

\*Cell Phone: (    ) \_\_\_\_\_

Home Address: \_\_\_\_\_  
(Street, City, State, ZIP)

DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_                      Age: \_\_\_\_\_

Diagnosis: \_\_\_\_\_

1. Are you requesting transportation from your child's school/other location (Rochester only) to Bear Creek Services?    \_\_\_ Yes    \_\_\_ No.

If no, who will be transporting him/her?

\_\_\_\_\_  
(Name/Phone #/Relationship to child)

If yes, location where will your child need to be picked up:

Name & Address of location: \_\_\_\_\_

What door/side of building: \_\_\_\_\_

List the person(s) responsible to meet us with your child:

\_\_\_\_\_  
\*(Name/Title/Contact # and Email)

Does your child use a booster and/or safety car seat while transporting?    \_\_\_ Yes    \_\_\_ No

Please complete and return the attached forms along with this form  
and payment to the address above.

# Afterschool Program Waiver/Release

## RELEASE

The City of Rochester and Bear Creek Services Inc., their officers and employees hereby agree to allow \_\_\_\_\_ to participate in the Afterschool Program collaborative with Bear Creek Services, Inc. and the Parks & Recreation Department from the months of September 2011-June 2012 and agree to provide transportation in Bear Creek Services/Parks & Recreation vehicles driven by said agencies' staff from a specified school or other specified location within Rochester, to the program site of Bear Creek Services, Inc. as well as any activities associated with the Afterschool Program during Afterschool Program hours.

In order to participate in this activity, I agree on behalf of the participant named above to hold the City of Rochester and Bear Creek Services, Inc. their employees and agents harmless and waive any right to make claims or lawsuits against the City and/or Bear Creek Services Inc., or anyone working on behalf of the City and/or Bear Creek Services Inc. or anyone working for Bear Creek Services, Inc. for any injuries or damages related to the alleged negligence of the City and/or Bear Creek Services, Inc. This waiver does not apply to any injuries or damages that are the result of any willful, wanton or intentional misconduct. Participation in this activity is voluntary and I understand the effect of this waiver on my legal rights and those of the participant named above.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Dated

And

## TRANSPORTATION

\*I give permission for my child to be transported from said location \_\_\_\_\_ by Bear Creek Services Inc. & Parks & Recreation Department Staff, to the Afterschool Program site at Bear Creek Services, Inc.

Yes       No

My child will **NOT** be taking transportation by Bear Creek Services Inc., but will be transported to the Afterschool Program site at Bear Creek Services by:

Mother (please list name & phone number): \_\_\_\_\_

Father (list name & phone number): \_\_\_\_\_

Other family member (list name and phone number): \_\_\_\_\_

Staff (list agency, staff name, and phone number): \_\_\_\_\_

Volunteer Driver (list agency, volunteer name, and phone number): \_\_\_\_\_

And

## PHOTOGRAPHS

My permission **is given / is NOT given** (circle one) for my child's picture to be taken and image used in the media and/or for purposes associated with the Afterschool Program.

## MEDICATION

Sunscreen is considered "medication" and we must have written permission to administer it AND any other medications to your child while they are with us at the program.

- I give permission for Park & Recreation Staff to administer sunscreen to my child.
- I do **NOT** give permission for Park & Recreation Staff to administer sunscreen to my child.
- \_\_\_\_\_  
Child's Name \_\_\_\_\_ will need to have the following medications dispensed to him/her by the Park & Recreation Department staff during the program:

Name of Medication	Amount to be Given	Time to be Given

**Please note:** if there are any changes or adjustments to your child's medication or the way it is administered, you must make written updates on a new form.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
**Signed** **Dated**