



Simcoe Hall's After School Program Grades 1 – 8 2022 - 2023

We are pleased to welcome you to another exciting year at Simcoe Hall's After School Program!

We offer many enrichments including; Fitkidz (health and fitness promotion), Homework Support, Arts & Crafts, Cooking Classes, Workshops, as well as an opportunity to socialize with their peers and meet new friends. Special events are planned throughout the year, including themed days, field trips and special visitors. Participants are also provided with a healthy snack upon arrival and a nutritious dinner each day.

Children are welcomed by the same staff each day, which offers a sense of stability and familiarity.

In addition to the programs offered in the After School Program, Simcoe Hall offers various programs throughout the year (separate registrations required).

- ❖ Foodbank
- ❖ Backpack Support: July & August
- ❖ Holiday Hamper Program: December
- ❖ Seniors Program
- ❖ Sun Fun Summer Day Camp

Simcoe Hall's Mission, Vision and Core Values

Core Values

Our core values influence our decisions, guide our actions and determine our culture. These values are: compassion and caring, health and wellness, integrity and responsibility, respect and inclusion, as well as interdependence and community. We strive to make a difference in our community through everything we do.

Mission and Vision

We strive to provide wellness opportunities through our food bank and programs to serve individuals, children and families who experience financial and social challenges. We aspire to be a part of a community that allows everyone to experience and lead healthy, meaningful, and socially responsible lives.

History of Simcoe Hall

Simcoe Hall was founded in 1935, by the Women's Welfare League in response to human and health conditions during the 1930s. They stayed active in the 1940s and expanded their vision for a fair and equitable community in the 1950s. The Women's League started what is now known as the Grandview Children's Centre and Eastview Boys and Girls Club.

After School Program Philosophy

We believe that all children are unique in their own way. Children must be provided with a stimulating environment in which they can grow socially, physically, mentally and emotionally. This is why we are dedicated to providing a safe and nurturing child and youth centered space that will support your child's development as they engage in new experiences, while also encouraging their independence. We believe in providing children with the tools and resources needed to foster self-exploration, play and inquiry. We also strongly believe that involvement from local community partners can support children and their families through way of new experiences and community based resources. Our skilled staff provides a supportive, creative and safe environment for all children that will build opportunities for positive growth and development.

Hours of Operation

The After School Program follows the DDSB school calendar, which means that if the schools are closed for any reason (Holidays, PA days, outbreaks or other closures) the After School Program will also be closed. The After School Programs begins at 3:15pm and will remain open until 6:15pm Monday through Friday. Due to our Holiday Hamper Program, the After School Program will not have access to the gymnasium for the month of December (subject to change).

In the event of inclement weather, the After School Program may be closed. In case of closures, our staff will notify all caregivers via phone call. Village Union Public School will also be notified when our Walking Bus Program is cancelled.

At the discretion Simcoe Hall, early closure may be announced at any time.

Field trips are scheduled throughout the school year. You will be asked to sign a permission form and pay a small fee when applicable.

Closure Dates

Statuary Holidays	Public School PA Days
Thanksgiving: Monday, October 10 th 2022	Monday, October 24 th 2022
Family Day: Monday, February 20 th 2023	Friday, November 18 th 2022
Good Friday: April 7 th 2023	Friday, December 23 rd 2022 – January 6 th 2023
Easter Monday: April 10 th 2023	Friday, January 20 th 2023
Victoria Day: Monday May 22 nd 2023	Friday, March 9 th 2023 – March 17 th 2023
	Friday, June 2 nd 2023
	Last day of Program: June 29th 2023

Pick-up

Simcoe Hall's doors remain locked at all times. When arriving to pick up your child, please ring the doorbell at the entrance of Celina/Fischer. A staff will greet you and escort your child to you. Unless otherwise arranged, children will not be released to any person other than those who are listed on their registration form. Please send a written note, or call the Program Coordinator to inform staff of who will be picking up your child(ren).

Members 12 years of age and over will be permitted to walk home alone **only** if signed permission by a caregiver has been completed and on file.

Member Illness

If a child has any symptoms of a contagious illness (ex. head lice, pink eye, etc.) they will need to be kept at home until there are no signs of symptoms. If a child does not attend school they are not allowed to attend our program. Should a child become ill while they are in attendance, we will separate him/her from other children and attempt to contact a parent immediately. If we are unable to reach parents, we will contact one of their emergency contacts for immediate pick-up.

Our Expectations of Participants

- Treat others with respect.
- Use facilities and equipment safely and appropriately.
- Adhere to our “no violence” guideline to ensure the safety of all our members.
- To use appropriate language at all times.
- Listen to Activity Leaders to support a safe environment for all.
- No chewing gum or outside food/drink unless otherwise specified.
- Notify program staff if arrival will be after 4:00pm.

Damages to Simcoe Hall Property

Children and youth participants who cause damage to Simcoe Hall’s property by abuse of equipment will be responsible for compensation for all damages of equipment/supplies. The children/youth’s parents and or guardians will be expected to reimburse Simcoe Hall for any damages occurred and will be billed accordingly.

Depending on the frequency and severity of the conduct, further steps will be taken which may result in loss of activities/materials, outings and permanent removal of the After School Program.

Meal and Snack Program

Simcoe Hall offers a snack and meal program at no additional cost. A healthy snack is provided to children upon arrival and dinner is served at 5:40pm. We heavily rely on donations from our Food Bank and community partners to support our meal program. A menu will be created and shared with all participants at the beginning of the month, please note that the menu is subject to change. If for any reason your child is unable to eat the meal that is provided, please make separate accommodations.

Walking Bus - Village Union P.S

Two staff members will be waiting for participants outside of Village Union's office doors from **3:05pm – 3:20pm Mondays to Friday. Staff will NOT be staying past 3:20pm.** At 3:20pm, the children and staff will proceed to Simcoe Hall; only children with signed permission forms and who are with the group before 3:20pm will be walking with staff. This program is weather permitted. In the event of inclement weather the Walking Bus Program will be cancelled. Upon cancellation, Village Union will be notified as well as the parents/guardians of children who utilize the Walking Bus Program. It is the responsibility of the parent/caregiver to inform their child's teacher and administration that they will be utilizing this program.

Please read through these rules with your child:

1. I will listen and respect all staff, they are here for my safety.
2. I will be on time for the walking bus.
3. I will stay on the sidewalk and cross with the group, only at the lights.
4. I will go straight to Simcoe Hall with the group and make no other stops.
5. I will not bully, horseplay or do any action that may be unsafe during this walk.
6. I know that Simcoe Hall is not responsible if I miss the Walking Bus.
7. Bikes, scooters, rollerblades etc. are not permitted.

Due to the risk involved in walking a large group of children down Simcoe St., there is a THREE strike policy. Failure to comply will result in removal from the Walking Bus Program.

Membership Fees

After School Program Membership:

\$160.00 per school year. For your convenience we offer two payment plan options:

- **Option 1:** \$160.00 (payment in FULL upon registration)
- **Option 2:** two payments of \$80.00 (payments due September 2022 & January 2023)

Walking Bus – Village Union Public School only:

\$50.00 for the year (must pay in full upon registration)

Payment can be made via cash, e-transfer or credit card. Please note there is a 3.40% service fee for all credit card transactions. If paying by e-transfer please include a memo stating the fees are for the After School Program as well as your child's name.

E-transfer: etransfersh@gmail.com

Password: afterschool

Due to the reduced costs of our program, we do not offer subsidy, prorated fees or refunds.

Late Fee Policy

We understand that situations may arise, causing caregivers to be late. In the event you are running late to pick up your child, please call Simcoe Hall (905) 728-7525 as soon as possible to notify staff about your late arrival. Late pick-ups will result in a **\$1.00 a minute up to \$15.00**. **Late fees must be paid upon arrival.** If the late fee is not paid within the first 24 hours, then an additional \$5.00 will be added until the fee is paid. Reoccurring late pickups may result in termination of enrollment.