

ABBOTSFORD PARKS, RECREATION & CULTURE

**BEYOND
THE BELL**

2023/24

PARENT HANDBOOK

DIRECT2REC.COM





Welcome to Beyond the Bell

Thank you for registering your child(ren) in Beyond the Bell! We look forward to getting to know you this school year.

Beyond the Bell runs for 2 hours after class dismissal at the facilities designated gathering location and is available for students attending kindergarten to grade five.

Students will participate in activities geared towards creative expression, learning, discovery, fundamental movement skills, and overall health and well-being. They will spend time playing outside, learning new skills in gymnasium and exploring their creativity through games and crafts in our multi-purpose rooms. Each month we focus on a new theme such as gardening, superheroes, under the sea, space and more! We are committed to ensuring that your child will have a positive experience.

We believe that every child has a special style, personality, and potential which makes him/her a unique individual. We facilitate and lead experiences that encourage creativity, physical literacy and play through a variety of structured/unstructured recreational experiences. We understand the importance of fostering positive recreational experiences for the healthy development of your children. We incorporate a variety of concepts of play that are proven to result in positive developmental experiences for children.

Recreation Based Play: As a recreation based program we encourage the participation in a variety of recreational experiences. The opportunities are endless but some include: arts and crafts, reading, and playing games. Your child(ren) will be encouraged to engage in a variety of these experiences that enhance their overall wellbeing.

Physical Literacy: Physical Literacy promotes children to master their fundamental movement skills. These skills allow them to become more confident in their physical abilities and promotes children to become active for life!

Outdoor Adventurous Play: This type of play encourages children to engage in thrilling and exciting forms of outside play where they are able to test their limits. Encouraging this type of play fosters positive developmental experiences for children resulting in benefits to their cognitive, social and physical well-being. Some examples of this include: playing at high speeds, with heights, near elements, and rough and tumble play. This play concept is practiced with trained staff who are able to identify hazards and assist children in setting boundaries.

MONDAY - FRIDAY 2 HOURS FROM DISMISSAL

MCMILLAN (ARC) **\$15.70/DAY**

REGISTRATION

Registration for the 2023/2024 school year will open **May 8, 2023 at 9am. Fill out the online request.**

Requests will be completed in order received (spaces limited).

During Kindergarten gradual entry, the program will start at its regular time and does not accommodate early pick-ups.

Monthly program fees do not include early dismissal days or professional days. Beyond the Bell will accommodate early dismissal days and have program staff on site when the bell rings however, program fee's will be adjusted for the additional program time and parents will need to indicate these days on their registration form.

The City of Abbotsford offers full day Pro-D Camps including before and aftercare for non-instructional days. Please visit direct2rec.com or call any City of Abbotsford Recreation Centre (ARC and/or MRC) to register.

At the time of registration for Beyond the Bell, you will need:

- **Complete online request form**
- **Completed registration form and waiver**
- Credit card to set-up pre-authorized monthly payments (Beyond the Bell program fee will be paid in full on the first of every month using the Credit Card on file)

CANCELLATIONS, WITHDRAWALS & REFUNDS

CANCELLATIONS

Beyond the Bell is scheduled to follow the school districts calendar with school closures, holiday breaks, professional days and early dismissal. In the event of inclement weather conditions, power outages, emergencies, and/or utility disruptions the school may close. Beyond the Bell will follow the same safety protocol and cancel the program for that day(s).

WITHDRAWALS & REFUNDS

Should you wish to withdraw your child from the program the City's policy is that parents/guardians must give a minimum of 3 days notice to receive a refund. If less than 3 days notice, a Doctor's note may be required. [Please call ARC office at 604.853.4221 to withdraw.](tel:604.853.4221)

Refunds will be processed and returned to the individual account should the program be cancelled for any reason.

Program payments are paid monthly. Should your family go on short-term holidays or not require access to the program for any reason, you will need to give 3 days notice to receive a refund.

WHAT TO BRING

Please pack nutritious (nut-free) snacks and plenty of water every day. Program leaders will also take advantage of the school's outdoor spaces, please ensure your child(ren) come prepared with weather-appropriate clothing and footwear for indoor and outdoor play. Your child(ren) will be outside rain or shine.

Please refrain from having your child bring any personal items to the program (i.e. electronics, games, toys). Beyond the Bell staff are not responsible for any lost or stolen items during program and students will be asked to keep any and all personal belongings in their backpacks for the duration of the program.



HEALTH & WELLNESS

MEDICAL INFORMATION

It is vital that parents/guardians share your child's medical history with us at the time of registration (i.e. allergies, asthma, special medication, etc.).

INJURY

Minor injury: If your child sustains a minor injury while at the school, staff are trained and will provide first-aid treatment. Staff will report the incident to parents/guardians at time of pick up.

Major injury: In the case of an injury requiring medical attention, the child's parents will be notified immediately. Any injury to the head will be reported regardless of how minor and parent will be contacted immediately. If we are unable to contact a parent/guardian the alternative contact person will be called.

EMERGENCY

All staff maintain current first-aid certification and earthquake preparedness training. In case of a fire, long term power failure, extreme weather conditions or an evacuation of the facility due to a real situation, parents will be notified as soon as possible, including the alternate location of where to pick up your child(ren). Parents will be notified by phone when possible or by a notice posted at the facility.



HEALTH & SAFETY

In the event of illness, we ask that your child not attend Beyond the Bell. For the health and safety of staff and children, if your child has a communicable disease, please notify recschool@abbotsford.ca immediately.

Your child is not permitted to attend if any of the following symptoms are present:

- Communicable illness (chicken pox, measles, etc.)
- Diarrhea
- Eye infection



- Fever
- Persistent cough
- Scabies
- Yellow/green mucus running from child's nose
- Skin infection
- Vomiting

In the event your child becomes ill in program we will contact you immediately for pick up. If we are unable to get ahold of you, we will contact the emergency contact as stated on participant information form. While awaiting pick up we will provide the child with somewhere quiet to rest and do our best to make them comfortable. Once your child has been symptom free for 24-hours they will be permitted to attend the program again.

RESPECTFUL AND BEHAVIORAL MANAGEMENT POLICY

The City of Abbotsford aims to provide children with a rewarding experience by allowing them to grow and learn in a safe and fun environment. This requires cooperation and consideration for the rights and property of others.

The City of Abbotsford abides by the Respectful Workplace (school) Policy which outlines:

Abbotsford's commitment to provide a respectful work environment where all employees, elected officials, volunteers, suppliers and contractors act and are treated in a fair and respectful manner. The City will not tolerate or condone discrimination, harassment, bullying or any other disrespectful behaviour at our workplaces/school. Consequences will occur from non-compliance of this Policy will be determined on a case by case basis, taking into account the relevant circumstances. Beyond the Bell staff, students and parents are expected to abide by this policy in all interactions and activities.

The following behavioral expectations will be emphasized:

- Children will be given positive, clear, simple, and consistent instructions regarding appropriate behavior. Children will work with program staff to identify appropriate behavior during program and agree to abide by it.
- Program leaders will encourage all children to participate in every planned activity. The goal of Beyond the Bell is to support every child's growth through active participation and engagement.
- All participants are expected to abide by the Respectful Workplace/School Policy. Students who are not following this code of conduct will be removed from participating in the activity until they are able to behave more appropriately.
- It is unacceptable for a child to hurt others or the surrounding environment (i.e. equipment, furniture).
- One-to-one discussions, verbal warnings and redirection will be the primary method of behavioral management.
- Behavioral problems will be treated with confidentiality. Incidents will not be discussed with other children or parents and will be limited amongst staff.
- Beyond the Bell staff will discuss any serious behavioral problems that have occurred during the day with parents/guardians at time of pick-up.

