

After School Club

A joint ministry of the Lutheran Church of the Redeemer and the United Methodist Church of Woburn

www.theafterschoolclub.org www.facebook.com/ascwoburn Follow us on Twitter @asckids

ASC Program hours

Monday - Friday 8:00 am - 4:30 pm

Office hours till 4:30 pm

Contact information

Our phone number is 781-937-7670

General email is info@theafterschoolclub.org

Please make sure anyone that picks up your child from ASC brings an ID. Call if you send someone not on your list.



? Masks ?

We will ask your children to wear a mask when they are inside the building. Children will not wear masks outside.

Thank you for coming back to ASC!

We have some important new procedures in place.

Please see drop off/pick up below.

Drop off/Pick up procedure:

Please stay in your car and line up one behind the other.

Drop off will be from 8:00am - 9:00am.

- A staff person will be at the door.
- You can send your child to the staff person for check in.
- Children will be asked to put on their mask when they enter the building.
- **After 9:00 am**, drop off will be at the church front door.
- Parents will call the office and a staff person will pick up your child from the front door.

WHAT TO BRING

Please label all items

Bathing suit, towel, flip flops, sneakers, hat, sunscreen, sunglasses, water bottle, bug spray, book for reading time, snacks and a **NO COOK** nut free lunch with a drink and an ice pack.

ELECTRONICS

- The ASC is not responsible for **electronic items** should these items get lost or damaged.
- Electronics must be in a case.
- **No cell phones can be used by children while attending the program.**
- **No pictures of children at ASC can be taken by other children on any device with internet access.**

- **Pick up time will be 4:00 pm - 4:30 pm.**
- **Please have your name sign visible to staff person.**
- The staff person will use the walkie talkie to call into the building for your children to come out.
- **Before 4:00 pm**, pick up will be at the church front door.
- Parents will call the office and a staff person will bring their child to the front door.

No toys from home are allowed to come with your child.

ASC is a Nut Safe program; we make every effort to keep our eating environment safe for those with allergies to nuts and other foods. We do not serve any snacks that have nuts as an ingredient.

TUITION INFORMATION

- Weekly tuition is due on Wednesdays.
- Weekly tuition must be paid in full by **August 6th**.
- Payment can be made in person, or on our website through Vanco services. Payments can be mailed to: **After School Club
60 Forest Park Road
Woburn, MA 01801**
- Payments through your bank or credit union by mail, note ASC payment and child's name.
- Vanco payments can be made on our website www.theafterschoolclub.org



Tuition changes

- **TWO WEEKS'** notice is required to be refunded excluding registration fee and **\$10** per day.
- **Without two weeks' notice**, you will be billed for the entire tuition.
- The **\$10** deposit may not be transferred to another day.
- Additional days may be added when space is available, upon payment in advance.

Sign up for Remind

In order to get important information out in a timely manner, we are asking all parents to sign up for the Remind app. Please go to the following link: <https://www.remind.com/join/summer7670> or text @ascsummer to 81010. If you are already signed up from past years, you do not need to sign up again

Messages for the day...

We love to talk to all of you, but not during drop off as we must keep people moving so they can start their day.

If you have changes that we need to know, please send us an email, leave us a voice mail or give us a call.

