

SCHOOL AGE CARE TIME PROGRAMS

Edina Community Ed School Age Care program, KIDS Club/WISE Guys, offers a fun, stimulating learning environment for your child that will complement and enrich your child's experience in Edina Public Schools. We provide quality enrichment and care before and after school and on non school days.

Activity options include large group, small group, and individual choices. We are a great place for children to develop friendships and grow in confidence, independence, and respect for themselves and others.

TUITION INFORMATION

A \$50 non-refundable registration fee will apply to each child's contract.

Edina KIDS Club accepts payment by Visa, MasterCard, American Express or Discover credit/debit cards.

Your credit/debit card account will be charged on the 1st business day of each month for the contracted amount due for that month.

Be sure to set up your online login and password. We send out monthly invoices via email approximately three days prior to charging your card on file. All financial and scheduling information is available by accessing our website and visiting the online accounts section at edina.ce.eleyo.com.

For more information on KIDS Club policies and program information, please carefully review your service contract or visit our website at www.edinacommunityed.org.

Please print the contract terms page for your records. The contract terms are also available online at www.edinacommunityed.org

Please note: we communicate primarily via email. Please ensure that we have your most current email address.

REGISTRATION INFORMATION

REGISTER ONLINE: <http://edina.ce.eleyo.com>

1. After you complete your registration request online, you will receive an email.
2. After your contract has been approved, you will receive a confirmation email and a \$50 registration fee will be charged.

Program Dates: August 30, 2021- June 2, 2022

CONTRACT TYPES OFFERED

For school year 2021-22, we offer the following options. Please note these options are available based on staff and space within the buildings.

1. Consistent Weekly Schedule = 2 days per week minimum
2. Non School Day Only



MEAL INFORMATION

A snack, included in the program fee, is provided daily after school and on non-school days.

Children are required to bring a bag lunch on non-school days.

SCHEDULE SESSIONS OFFERED

Times	Days Offered	Location	Daily Fee
Before School 7:00 - 7:50 am	M, T, W, Th & Fri	Concord, Cornelia, Countryside, Creek Valley & Highlands	\$ 8 per day
Before School 7:00 - 8:40 am	M, T, W, Th & Fri	Normandale	\$ 13 per day
After School 2:25 - 5:00 pm	M, T, W, Th & Fri	Concord, Cornelia, Countryside, Creek Valley & Highlands	\$ 20 per day
After School 2:25 - 6:00 pm	M, T, W, Th & Fri	Concord, Cornelia, Countryside, Creek Valley & Highlands	\$ 27.75 per day
After School 3:15 - 5:00 pm	M, T, W, Th & Fri	Normandale	\$ 13.50 per day
After School 3:15 - 6:00 pm	M, T, W, Th & Fri	Normandale	\$ 21.25 per day
FULL DAY 7:00 am - 5:00 pm	NON-School Days	All Sites	\$ 47 per day
FULL DAY 7:00 am - 6:00 pm	NON-School Days	All Sites	\$ 52 per day



August 2021

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18*	19	20
23	24	25	26	27
30	31	18* Last Day of 2021 Summer KC		

First day
of school
Gr 1-12

First day
of school
Kindergarten

September 2021

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

October 2021

M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

November 2021

M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

December 2021

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

January 2022

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

February 2022

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

March 2022

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

April 2022

M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

May 2022

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

June 2022

M	T	W	Th	F
		1	2*	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

2* Last Day of 21/22 KC School Year

KEY

Early Release day

Non-School day

KC CLOSED

Summer KC **3**

2021/22 guidelines

Edina Public Schools (EPS) is committed to providing a safe and healthy school environment for students, staff and our wider community. All EPS protocols will be adjusted to meet guidelines set by the MDH and the CDC. Thank you for helping make the EPS community healthy and safe.

Everyone -- students, staff and community members -- will follow COVID19 guidelines set by the Minnesota Department of Health (MDH) and the Center for Disease Control (CDC) while using Edina Public Schools facilities and participating in Edina Public Schools programs, including Edina Community Ed programs.

SCHEDULE CHANGES/CONTRACT CANCELLATION FEES

TYPE OF CHANGE	FEE	REQUIRED DAYS NOTICE IN WRITING TO THE KIDS CLUB MAIN OFFICE
School Day: Schedule Changes & Contract Cancellation	\$15 per written request (cannot cancel individual school days for credit)	10 business days prior to the effective date. Parent will receive an email confirmation.
Non School Day: Additions	Daily fee \$47= 7am - 5pm Daily fee \$52= 7am - 6pm	Online registration is available up to 10 business days before the non-school day. Within 10 business days, you must email your KIDS Club site for approval to add the date. Approval will be granted when space is available.
Non School Day: Cancellations	\$15 per written request (can cancel as many days as desired per request)	Written notice must be received 10 business days or more before the date to receive partial credit (\$15 fee). Without 10 business days notice, full payment is required.
Late Pick-Up Fee	5 -15 minutes= \$15 /day over 15 minutes late = \$1 per minute additional charge/day	Children not picked up by their contract end time will incur a \$15 late fee per day. Children picked up 15 minutes or more late will be charged an additional \$1 per minute fee.



CONTRACT TERMS

- 1" I understand that my child cannot begin the program until I receive confirmation of contract approval from Kids Club/Wise Guys (hereafter referred to as The Program) and the registration fee is paid.
- &" I understand my credit card will be charged monthly for the contracted amount due the 1st business day of each month. I understand that I will be charged a late payment fee of \$20.00 for credit/debit card that is declined for any reason. For registrations approved after the 1st of the month, tuition and registration fees will be charged at the time of registration.
- ' " I understand that monthly invoices are sent via e-mail approximately three (3) days prior to charging my card on file. My account information is available to view 24 hours per day and all financial and schedule information pertaining to my child can be found on line at edina.ce.eleyo.com.
- (" I understand that my enrollment may be suspended and/or terminated if The Program is unsuccessful in collecting my monthly tuition.
-)" I understand that if my child is picked up after agreed contract pick up time my account will be charged a \$15 late fee per occurrence. I understand If my child is picked up more than 15 minutes late then my account will be charged an additional \$1 per minute.
- *" All requests for a schedule change/contract cancellation must be in writing and will be charged a processing fee per written notification. Requests need to be received at least TEN (10) business days prior to the effective date of the schedule change/contract cancellation. Parents will receive confirmation of a schedule change/contract cancellation via email when complete.
- + " I understand that I am unable to cancel individual days for credit. No reductions in fees will be made for absences.
- , " I understand that I must notify the Kids Club main office in writing (ecc.kidsclub@edinaschools.org) if my child will be absent from the program. If I do not notify the office and the staff call to locate my child, then, my account will be charged a finder fee per occurrence.
- " I agree to pay the following fees (if applicable) School Year:
Registration: \$50 registration fee per child.
Late Payment: \$20 per month for credit card decline for any reason.
Late Pick-Up: \$15 fee plus an additional charge of \$1 per minute will be applied after 15 minutes.
Schedule change/contract cancellation: \$15 per written notice.
Finder: \$5 per call when staff are not notified of child's absence.
10. I agree to list two (2) people (other than parent/guardian) on this contract who are authorized to pick up my child and/or take responsibility for my child in the case of illness/emergency (must be 16 years of age or older). I understand that I must enter contact information in the system for all people I would like listed as authorized to pick up my child from The Program.
11. I give my consent for my child to be included in photos and videos of program activities that may be used in school district publicity such as newsletters, brochures, websites and videos, and any media coverage such as newspapers or television. If I do not give consent, it is my responsibility to notify the Kids Club main office in writing or email them at ECC.KidsClub@edinaschools.org.

CONTRACT TERMS -page 2

12. I give my consent for my child to participate in program field trips. I understand that program staff will supervise all field trips.
13. I give my consent to an exchange of my child's information between The Program staff and the necessary Edina Public School staff when it serves of legitimate interest to my child.
14. I give my consent for my child to leave The Program care with a school employee/hired instructors during programming if needed.
Examples include, but are not limited to:
- a. Finishing an assessment
 - b. Assisting in the classroom
 - c. Music lesson
 - d. Success Centers
15. I give my consent to The Program to make whatever emergency (i.e. first aid, disaster evacuation, etc.) measures are judged necessary for the care and protection of my child while under the supervision of the program staff.
16. I understand that in case of a medical emergency, my child will be transported to the nearest hospital by ambulance if the local emergency resource (police or rescue squad) deems it necessary. I will be responsible for the cost of this transportation.
17. It is understood that in some medical situations, the staff will need to contact the local emergency resources before the parent and/or another adult acting on the parent's behalf.
18. Edina Community Ed offers a Summer school age child-care program to students entering Kindergarten through grade 5, and who, additionally, are not older than age 12. Eligibility to attend the program ends when the student enters 6th grade.
19. I am aware that my child/children's participation in the Program may carry a risk of serious personal injury, serious illness, infection, death and property damage or loss. I expressly and voluntarily assume on behalf of my child/children's and for myself all risk of injury, illness, infection, death and property damage or loss that may result from my child's participation in the Program.
20. As consideration for my child/children's being permitted to participate in the Program, I hereby RELEASE AND DISCHARGE Edina Public Schools and Edina Community Education, and all its officers, directors, employees, and agents ("The Released Parties") from liability for the injury, illness, infection, death, property damage or loss arising out of my Child's participation in the Program, but not including liability for any losses caused by the negligence or intentional wrongful acts of the released party.
21. I understand that I should retain a copy of this contract for my records.