

Milton Community Schools

<https://www.miltonps.org/departments/community-schools>

June, 2019

Hello Parents and Guardians,

I hope everyone is having a great start of summer! Please find attached the [2019-2020 Milton Community Schools \(MCS\) Parent/Guardian Handbook](#). Please take time to review the content as there are some changes for the upcoming 2019-2020 school year:

After School Enrichment (ASE) Registering For the School Year:

-[Registration for ASE starts July 1 and closes on July 31](#). Children registered during the month of July will start the first day of school. Gr.1-5 start Aug. 28 and Kindergarten starts Sept. 3

-If you register online in July, the first month's payment is due with registration and the remaining payments are due on the 1st of each month, September through May.

ASE Registration After July 31:

-Registration to start the first day of school will close on July 31 and will re open mid September. Make sure to register by Sept. 25 to begin ASE the week of September 30.

-Two monthly payments are due at registration (first and last) and the remaining payments are due on the 1st of each month through May.

Early School Arrival Program (ESAP)

-[Registration for ESAP starts July 1 and remains open during the school year unless capacity is reached](#). You can also register on site, please allow a few minutes to fill out form and make payment (checks/money orders only)

- If you register online in July, the first month's payment is due with registration and the remaining payments are due on the 1st of each month, September through May.

[Changes in Policies for your child's safety:](#)

- Epi-Pens/Inhalers. Students attending any of the MCS programs who have been prescribed emergency meds such as Epi-Pens and Inhalers MUST supply them to our program supervisors before starting program. Such medications should have an action plan and consent form which you can find here:

[Authorization for Prescription/Non Prescription Medication Administration.](#)

-Updated Behavior Policy: [MCS Behavior Policy](#) (Must review in order to register for any of our programs)

-Updated Parent Handbook: [MCS Parent Handbook 2019/2020](#) (Must review in order to register for any of our programs)

-ASE Drop-Ins: Open to ASE students only. Policy will be strictly reinforced. Please see handbook form more info

-Early Release (E.R.) Days: With the large number of students and for safety reasons, E. R. days are only open to students registered and participating in ASE only. Allowing occasional students unknown to the staff challenges our safety and security protocols.

-A separate sign up for Early Release Day(s) is required. The cost is \$25.00 per child and covers the time from school dismissal until 5:30pm.

-Special events/activities will be offered on E.R. days. No Limited Enrollment Classes (LEC) (Karate, Soccer, Gymnastics, Cooking, etc.) will be scheduled on E.R. days.

-Please note there won't be extended 6:00pm pick on E.R. Days

-Pick Up Times: Our program offers enrichment activities, we are not a babysitting service. Our staff invests time and effort planning curriculum and preparing their classes for your child's benefit. Please avoid disruptions and plan to pick up your child at dismissal times ONLY. If you do need to pick up at a different time, please notify the supervisor in advance.

PICK UP TIMES:

CO, CU, GL & TU 4:30, 5:30pm Extended Day: 6:00pm

Please don't hesitate to contact us if you have any questions. Please see the [Community Schools website](#) for the MCS handbook , ASE & ESAP tuition fees and how to register online

Have a safe and wonderful summer!

Martha Sandoval

Milton Community Schools Director

Camp Cunningham Director