

'24-'25 Kennedy Kidstop September Newsletter



Welcome!

Hello Kennedy KIDSTOP Families – we hope you have had an amazing summer. We are so excited to start a new school year with you! Our staff have been hard at work preparing all kinds of fun and new activities to make this the best school year yet! Please read through this newsletter for some “must-know” information about our program that is helpful for new and returning families alike!

Meet your Senior Site Manager

Shelby Rue



I am currently on maternity leave for the start of the school year. My husband and I welcomed our daughter on August 22nd, and I will be returning in November. I have been with the Boys and Girls Club intermittently since January 2019. In between, I ran an afterschool program for the Minnetonka Public School District before making my way back to KIDSTOP! When I'm not at work, I love spending time with my (almost) 2 year old son, my husband, and newborn daughter. It has been so fun getting to know the amazing community at Kennedy, and I cannot wait to be back at KIDSTOP this fall! While I am away, our two amazing Assistant Site Managers, Victoria & Shea, will be running the show. They have both been with Kennedy KIDSTOP for numerous years, and are so excited to start the school year with you. Meet them below!

Meet your Assistant Site Managers

Victoria



This is my 2nd school year at KIDSTOP. I am currently attending St. Cloud State University to earn my degree in Elementary Education. After I graduate, I hope to land a teaching job somewhere near my hometown and teach 2nd grade! I love working at KIDSTOP because I love to see and help the kids grow into themselves, become their own person, and succeed!

Shea



I have been at KIDSTOP for two years. I am going to St. Cloud State for Physical education, and I plan on becoming a gym teacher. One thing that I love about KIDSTOP is taking the kids on field trips in the summer and being a positive role model for them.

Contact Information

Emails:

Kennedy@bgcmn.org (Absences or Questions)

SRue@bgcmn.org (Questions or Concerns)

Club@bgcmn.org (Schedule Changes ONLY)

Phone:

320.828.3026 (Call or Text)

320.257.5434 (Call only)

Daily Schedule

Juniors		Seniors	
2:00-2:30	Outside	2:05-2:30	Snack
2:30-3:00	Snack	2:30-3:00	Outside
3:00-3:45	Rotation 1		
3:45-4:30	Rotation 2		
4:30-5:15	Rotation 3		
5:15-6:00	Freeplay / Clean		

Snack: Snack is provided each day – students are welcome to bring a nut-free snack from home to eat in addition to our daily snack, which includes a milk and a grain item.

Outside: All students will be going outside every day as long as weather permits. Students must bring the appropriate gear in order to go outside. Parents will be notified if their student does not have the appropriate gear.

Rotations: Students will have the choice to pick between Art, Social Rec, and Gym rotations every day!

Homework Club: Students will be given time to work on homework during second rotation Monday-Thursday. Please note that school-issued iPads/Chrome Books are only allowed during HW Club while supervised by staff and to be used for homework only.

6:00PM

KIDSTOP closes promptly at 6:00 PM. A \$20 fee (per child) will be automatically added to your account for every 15 minutes (or portion thereof) after 6:00 PM. If you know you will be running late, please contact the site immediately, and contact an alternate, authorized pick up to pick up your child on time.

Absence Notification and Activities

It is very important for you to notify KIDSTOP if your child will be absent from KIDSTOP on their scheduled days for any reason (sick, riding the bus, parent pick-up, after-school class, etc.) If your child does not check-in with KIDSTOP on their scheduled day, you will be contacted and a \$5.00 “Unnotified Absence Fee” will be automatically added to your account. No Exceptions!!

Please notify KIDSTOP via the parent table binder, voicemail, email, BGCMN App, or text message by 1:00pm each day. KIDSTOP and the school are separate, and parents must notify us separately.

Tip: You can ‘cc KIDSTOP on the same email you send to your child’s teacher.

If your child will be attending an after school activity or tutoring with a teacher while attending KIDSTOP before or afterwards, please send us an email with the following information: Activity Name, Room Location, Dates, and Time. Students will not be allowed to leave KIDSTOP without written parent permission. If the activity is located at Kennedy Community School, KIDSTOP staff will be able to help your student get to and from the activity during program hours if needed.

Early Dismissal

KIDSTOP will be open from 12:00pm-6:00pm for \$12.75 on Scheduled Early Release Days. If the Early Release falls on your child’s normal scheduled day, and your child will be absent, you must notify us by 11:00am. Unnotified Absence Fees will apply if you fail to notify us. If the Early Release does not fall on a scheduled day, but you need care, please let us know in advance by emailing us, or adding the day in the app. No separate registration required.

All Day KIDSTOP on Non-School Days

Kennedy KIDSTOP will be open on most non-school days from 6:30am-6:00pm.

You must register your child for All Day KIDSTOP on any planned non-school day. These registrations are required as we need to staff according to how many youth are registered. You must fill out a short form for each individual child you are registering. You can find this form via email or under our "All Day KIDSTOP" tab online at our website: <https://www.bgcmn.org/kidstop/> about 3 weeks before the All Day.

If you register for All Day KIDSTOP, but choose not to attend, you will still be charged for the full day. If you miss the registration window, and we have spots available, you will be charged a \$10 late registration fee. Please speak with KIDSTOP management beforehand to ensure there is a spot available.

Students must bring a cold lunch from home on these days. Please note that we do not have access to microwaves or coolers for student lunches. KIDSTOP will provide breakfast and snack.

Blue Cards and Pick-Up Safety

It is very important that you sign your child out of the program each day on our parent computer with a blue card. We will NOT be sending students out to vehicles this school year. All parents are expected to enter the building and use their blue card. If you misplace your blue card, let us know.

KIDSTOP will only release children to those listed as authorized pick-ups. Management will ID anyone unfamiliar attempting to pick up your child. It is a good idea to bring your ID with you at pick up the first few weeks of KIDSTOP until staff become familiar with you. If an un-authorized person attempts to pick up your child, you will be contacted immediately, and your child will be held until you, or an authorized pick-up arrives.

Please notify management of any alternative pick-ups via email, voicemail, or text, and instruct the individual to bring a photo ID.

Medication/Allergies

If your child has an allergy or other health concern, please bring the medication and necessary forms to KIDSTOP on their first day. Please talk to the Site Manager for more information.

Please note that Kennedy Community School and KIDSTOP are nut-aware programs.

Payments, Fees, and Late Payment Policy

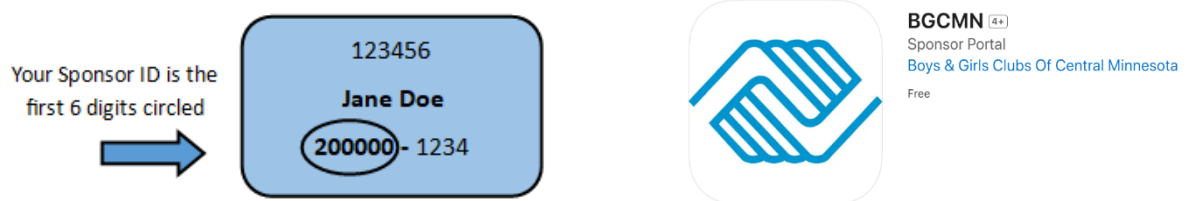
Daily Rate (Afterschool)	\$12.75
All Day Rate	\$32.00
Unnotified Absence Fee	\$5.00 (+Daily Rate)
Unexpected Attendance Fee	\$5.00 (+Daily Rate)
Late Payment Fee	\$10.00
Late Pickup Fee	\$20.00 (per child per every 15 minutes)

Fees are due at the week of service. Payments that are not received by 6:00 PM each Friday will be automatically charged a \$10 late fee. No Exceptions!

Any account that is past due by 2 weeks will be suspended from the KIDSTOP Program until the amount owed is paid in full. **Ask about our EASY PAY Program to avoid late fees with auto-payments!**

BGCMN Mobile App Instructions

1. Download BGCMN Mobile App
2. Look in your email for your invite code. If you need a new invite code, please email Club@bgcmn.org to request a new one
3. Enter your 6 digit Sponsor ID (found on your Blue Card, or ask Site Management for assistance)



Scheduling

Customized Schedules: In the Schedules Tab, click the > next to each child's name to set their weekly schedule. The scheduling deadline is Wednesday at 11:59pm for the following week. Drop-In Fees will apply if the schedule deadline is missed.

Fixed Schedule: The child's weekly schedule stays the same each week.

Drop-In Fees: If a child attends on an unscheduled day, a \$5.00 drop-in fee will be automatically applied. This applies to both Fixed and Customized Schedules.

Cancellation Days: Each family is granted 5 cancellation days per calendar year per child. Families must request these days in the app (both Fixed and Customized) by clicking "Go Here to edit current week" in the scheduling tab. Cancellation days must be requested within the same week.

Schedule Changes: Changes to a child's schedule or schedule type are allowed on a monthly basis. All schedule changes must be submitted in writing by emailing Club@bgcmn.org by the 20th of the month and will go into effect starting the 1st of the following month.

Daily Rate: The daily rate will be charged for all scheduled days (for both Fixed and Customized Schedules) regardless of attendance due to illness, vacation, change in plans, etc. unless a cancellation day is used / requested by the parent or guardian.

Questions, please see Site Management or email srue@bgcmn.org

What to Bring to KIDSTOP Each Day

- Tennis Shoes – Required for Gym and Playground (NO Crocs!)
- Extra Clothing – important for accidents or spills for all ages
- Water Bottle labeled with your child's name
- A bag/backpack to keep projects/belongings

What NOT to Bring to KIDSTOP Each Day

- **No Toys, Fidgets, Stuffed Animals, Blankets, Notebooks, Art Supplies, Candy/Gum, etc. from home allowed!**
- **No Electronics, Cell Phones, Smart Watches, iPads, Chromebooks etc. are allowed.**

If these items are brought to KIDSTOP, students will be asked to keep these items in their backpacks. If students are repeatedly asked to put these items away, the item will be confiscated and kept in the KIDSTOP Office until a parent/guardian arrives.

***Homework Club:** Students will be given time to work on homework during second rotation (3:45-4:30) Monday-Thursday. Please note that school-issued iPads/Chrome Books are only allowed during HW Club and to be used for assigned homework only. If technology is not being properly used, the item will be taken away immediately and kept in the KIDSTOP Office until parents/guardians arrive. KIDSTOP Management reserves the right to ban school-issued technology for the entirety of the school year if it is being misused.

Please label all of your children's belongings as it nearly impossible to return unlabeled items. Please check the Lost and Found frequently. All Lost & Found items will be combined with the school's K-2 Lost & Found at the end of each night.

Thank you!

Dress for the Weather

At Kennedy KIDSTOP



60°F and Above

Wear what you are
wearing



50°F - 60°F

Light Jacket or
Sweatshirt



40°F - 50°F

Winter Jacket



40°F and Below

Winter Coat, Hat, Gloves
(Snow Pants and Boots if
there is Snow)

*We follow the Child Care Weather Watch chart for guiding outdoor play