



## **Frequently Asked Questions: After-School Programs**

For more information, please email us at [info@bgcnr.org](mailto:info@bgcnr.org) or call 914-235-3736.



### **NEW ROCHELLE LARCHMONT/ MAMARONECK FAQs**

#### **How do I register my child for BGCNR after-school programs?**

Parents/caregivers must register their child(ren) for all club programs via our website. After-school and electives programming registration opens in summer. Parents/caregivers of children already enrolled in our programs automatically will receive information about specific registration dates and procedures. We also communicate details to the general public via social media, flyers, and other tools.

#### **How is the program structured?**

Our program runs from September through June, and takes place from 3:00 to 6:00 p.m., Monday through Friday (hours may vary for high school programming). It consists of one hour of homework support (Power Hour), activities in arts and crafts, recreation, STEM, and social/emotional learning, along with Boys & Girls Club of America curricula (Triple Play, Smart Girls, Smart Kids, Healthy Habits, among others).

#### **What are full-time and part-time schedule options?**

The full-time schedule is five days per week for an annual fee of \$3,575.00. Part-time enrollment is three days per week for an annual fee of \$2,475.00. For either schedule, a \$100 non-refundable deposit is required when registering; parents/caregivers have the option of paying in full or over the course of 10 months (payments are due on the first of each month). Please note that we do not accept cash payments.



The annual member fee for our Mascaro and Remington Clubhouses is \$100.

The annual fee for our Columbus Elementary after-school extension site is \$1,000. A \$100 non-refundable deposit is required when registering; parents/caregivers have the option of paying in full or over the course of 10 months (payments are due on the first of each month).

### **May I register my child(ren) for just two or four days?**

No, parents/caregivers must select either a three-day (part-time) or five day (full-time) schedule.

### **If my child(ren) is already registered, can I change the schedule from part-time to full-time or vice versa?**

Registration may be changed from part-time to full-time only.

### **May I register my child(ren) for early dismissal if not participating in the after-school program?**

No, children who attend our half-day program must be enrolled in our after-school program.

### **What forms of payment are accepted?**

We accept payment via credit card and check. Parents/guardians are welcome to make payments when registering online or in-person at our Mascaro Clubhouse.

### **Do you accept DSS Child-Care Subsidy payments?**

These payments are accepted for programs only at our Central, Chatsworth, Davis, Mamaroneck Avenue, Murray, Trinity, and Ward school sites. DSS subsidy payment also is accepted for our summer camp program.

### **Do you accept Westchester Works Child-Care Scholarship payments?**

These payments are accepted for programs at our Central, Chatsworth, Claremont, Davis, Mamaroneck Avenue, Murray, Park, Trinity, and Ward school sites.

### **Do I need to register for the waitlist every year or does my name automatically transfer to the following year's waitlist?**

You must join the waitlist each year if the program is full and you still wish to register your child(ren). This ensures our waitlists remain current, and include families who are actively interested and have children enrolled in the schools we serve.



## **I am new to BGCNR. How may I get updates on the registration process and waitlist information?**

Join our mail list by visiting the “After-School Registration” page on our website - [bgcnr.org](http://bgcnr.org). A link is included in the the text at the top of the page.

## **Does the club offer programs when school has early dismissal/half days?**

Early dismissal programming varies by school location and requires a separate fee of \$28 per day, per child. The fee covers activities as well as two slices of pizza, a snack, and juice. Parents/caregivers will receive information/instructions in advance to register for this service.

Half-day programming is not available at our clubhouses or the Columbus Elementary extension site.

## **Do you offer programs/activities for pre-k students?**

Unfortunately, we do not serve pre-kindergarten youth at this time.

## **Do you offer programming during winter and spring recess breaks?**

The club operates one camp at our Mascaro Clubhouse during winter and spring recess; there is a daily fee for each child to attend.

## **Do you provide snacks during your before-care or after-care programs?**

No, but parents/caregivers are welcome to pack snacks for children to eat during program hours.

## **Do you provide bussing or other transportation services?**

We do not provide transportation for students enrolled at our elementary school sites. Middle school students who attend our Mascaro and Remington Clubhouses have access to bus transportation services for an additional monthly fee.

## **What documentation do I need to enroll my child(ren) in the program?**

Parents/caregivers are required to sign our parent handbook acknowledgment form, demonstrating their commitment to our shared values and guidelines. Additionally, we need a copy of your child(ren)'s most recent immunization record to maintain a safe and healthy environment for all.



## **What if my child has an allergy, medical issue, or IEP?**

For children with chronic physical, developmental, behavioral, or emotional conditions expected to last 12 months or more, and require health and related services beyond that required by children generally, specific forms are necessary to help us provide the best care possible. These forms include:

- Medication Consent Form
- Allergy/Anaphylaxis Emergency Plan
- Health Care Plan
- Yellow Allergy Card

If your child has an allergy (including seasonal allergies) that does not require emergency medication and the condition is listed on your registration form, we require a doctor's note stating that no on-site medication is required. If the child has an allergy that requires medication, the aforementioned forms must be completed and submitted to the club.

Should your child have an Individualized Education Plan (IEP) or 504 Plan, you must complete an individualized healthcare plan form to ensure club staff are well-informed and equipped to provide necessary support/accommodation.

## **What is BGCNR's 21st Century Program?**

Our 21st Century Program includes free enrichment activities for students at Albert Leonard and Isaac Young Middle Schools, and New Rochelle High School. More information about the program is available in the "Programs" section of our website.

## **OSSINING FAQs**

### **How do I register my child(ren)?**

Parents/caregivers must register their child(ren) for programs at Claremont (grades 3 and 4) and Park (kindergarten). Parents/caregivers of children already enrolled in our programs automatically will receive information about specific registration dates and procedures. We also communicate details to the general public via social media, flyers, and other tools



## **How is the program structured?**

Our program runs from September through June, and takes place from 3:00 to 6:00 p.m., Monday through Friday (hours may vary for high school programming). It consists of one hour of homework support (Power Hour), activities in arts and crafts, recreation, STEM, and social/emotional learning, along with Boys & Girls Club of America curricula (Triple Play, Smart Girls, Smart Kids, Healthy Habits, among others).

## **What are full-time and part-time schedule options?**

The full-time schedule is five days per week for an annual fee of \$3,575.00. Part-time enrollment is three days per week for an annual fee of \$2,475.00. For either schedule, a \$100 non-refundable deposit is required when registering; parents/caregivers have the option of paying in full or over the course of 10 months (payments are due on the first of each month). Please note that we do not accept cash payments.

## **Do you accept DSS Child-Care Subsidy payments?**

These payments are accepted for programs at our Brookside, Claremont, and Park school sites.

## **Does BGCNR offer programs when school is closed and on early dismissal/half days?**

We do not offer programming on half-days, holidays, or when schools are closed (administrative days, inclement weather, etc.). When schools are closed due to inclement weather, our site directors will contact parents/caregivers to communicate schedule changes.

## **Do you provide snacks?**

Snacks are provided by the school district's lunch contractor, and include fruit, cheese, pretzels, graham crackers, juice, and similar items. Parents/caregivers are welcome to provide snacks for their child(ren) but certain foods may not be permitted due to student allergies (e.g., nuts). Please consult with our site directors for more information.

## **Do you provide bussing or other transportation services?**

Currently, transportation is not included in program.



## **What is the attendance policy?**

Students must attend our after-school program for a minimum of three days each week to continue enrollment. In addition, they must participate for at least 1.5 hours each day (50% of total program time) - for example, if club activities run from 3:00 to 6:00 p.m., students may not be picked up before 4:30 p.m.

We strongly encourage all youth to take part in our programming five days per week for the full duration each day to help ensure the most enriching experience.

## **Where may I pick up my child(ren)?**

Pick up is located at the main entrance of each school in compliance with Ossining School District procedures.

## **Do you offer before-care services?**

Before care is offered at Brookside (grades 1 and 2) and Claremont (grades 3 and 4) only. Registration is on a monthly basis and as-needed drop-off care is available for \$10 per day. Please visit the “Before-Care Registration” page on our website for more information.