

GARDEN ROAD E.S.S.

SEPTEMBER 2011

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IMPORTANT DATES:

Monday, September 5th

School & ESS closed

In observance of Labor Day

Thursday, September 15th

Last day to pay September fees
to avoid a \$20 late payment fee

Monday, September 26th

School closed for prof. growth,
ESS open 6:30am-6:00pm
No extra charge for PM/Full
time contracts.

Looking Ahead....

November 11th

School & ESS Closed

Veteran's Day Holiday

November 14th - 18th

Parent Conference week...

Early dismissal from school Mon-
Fri. (11:45am daily) ESS will be
open extra time all week to
accommodate the schedule
change.

November 21st - 25th

Thanksgiving Holiday Week...

School & ESS closed

December 19th - 30th

Winter Break...

School & ESS closed

So long Summer 2011...or maybe not

We had a fun-filled and busy summer. We took our last field trip and had our end of the summer celebrations. Some old friends have returned, and we have welcomed all our new friends. We started the school year with some **very, very hot days**. Things have cooled down some, but we are expecting more hot days to come. ESS monitors the heat closely and we follow the school guidelines regarding outside activities on "high heat days". We will continue to limit outdoor time, provide alternate activities and encourage lots of water drinking on hot days. We recommend applying an "all day protection" sunscreen on your child at home before coming to school and let us know if you have any questions or concerns.

Health Check

ESS is making an effort to take extra precautions to reduce the spreading of germs, illness, etc. We are encouraging hand washing often (especially before eating) and sanitizing heavily used items, toys, door knobs, etc. throughout the day. You will be notified if your child becomes ill at ESS. Please give other families the same consideration you would like and keep sick children at home. Also, please-please notify us if your child has a communicable disease or head lice. District policies are enforced. All medication must be authorized by both a physician and a parent (forms available on front counter). This includes aspirin, Tylenol and all prescription drugs. Lip balm, cough drops, throat lozenges and sunscreen do not require a doctor's note, but written parent authorization is needed. When needed, these items must be supplied by you and clearly labeled. They will be stored in the ESS office and given to your child for self-administration.

Fees

ESS is a non-profit, Fee based optional program offered by PUSD. The District does not subsidize it in any way. Therefore it is very important that monthly fees be paid on time. This enables us to offer a quality program and meet all our financial obligations. ESS invoices are sent (e-mailed or mailed) around the 20th of the month for the following month. Fees are due the first week of the month and must be paid by the 15th to avoid a late payment fee. If your payment is late, it may jeopardize your child's placement in ESS. ESS finance information can be found on both the Garden Road ESS website and the PUSD website (the link is under parent resources). The ESS Finance office phone number is (858) 521-2800 ext. 2233(Judy) or 2229 (Melanie).

ESS fees can be paid online at <http://firstlinemerchant.com/PUSD/ess.htm>. Visa and MasterCard forms are also available @ Garden Road ESS and checks can be mailed to PUSD-ESS P.O. Box 500527 San Diego, Ca 92150-0527. Communication is very important. Please let Mary know if you have any questions or special circumstances regarding your payment.

2nd - 5th Grade Homework Program

ESS provides a homework group time for children in 2nd - 5th grades. (Children in kindergarten and 1st grade have a reading program during their group time). A homework contract is attached and extras are available in ESS for 2nd - 5th graders to complete with their parents to clarify expectations and make sure it is clear how your child should be spending their homework time. Please let us know if you have any questions or concerns. The ESS staff is here to help, but they are not teachers and we ask that you check your child's homework for accuracy and completion. We will let you know if your child is struggling with something, not using their time wisely or being disruptive.

Communication...

Mary & Niki are always available for questions, comments and concerns. Phone numbers and email contacts are listed above - if you aren't able to talk to them in person. Please check the parent message board (above the sign in/out counter) and your family folder daily. Notes may also be written & highlighted on your sign in/out sheet in the message column. The Garden Road ESS website www.powayusd.com/pusdgres/ess/ is also a great resource (an program aide-Cindy does a great job keeping it current).

Afternoon Snacks

ESS serves an afternoon snack daily at approximately 2:30 pm. Children always have the option of eating their own food during this time if they prefer. Please notify us/discuss any allergies and or restrictions due to braces, etc.

Program Hours

ESS is open from 6:30am-6:00pm. A charge of \$1.00 per minute, per child will be charged for all late pickups. The ESS staff really appreciates your efforts to pick your child up on time. They have their own family, school, commitments/obligations, etc. and are only schedule to 6pm. Please keep your pick up authorization list current and remember we require authorized adults to show a picture ID when picking up your child.

Cell Phones

Please refrain from talking on your cell phone when in ESS. Your child wants that time with you and the ESS staff may need to communicate with you.

Student Attendance/After School Activities

Please let us know if your child will not be attending ESS after school. Pepp Class & Kindergartners are picked up from class and 1-5 graders are checked in immediately after dismissal. Looking for students and making phone calls takes our staff away from the children. Let us know if you enroll your child in on campus enrichment classes. We will make sure they get to and from the class. It is also helpful if we know in advance if your child has scouts, sports or practices. We can make sure they are close by for pick up if you are in a hurry. Please make sure your authorized pick up list includes scout leaders, coaches, etc. and remind them to bring Identification.