



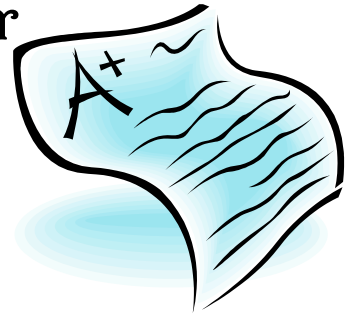
West Miami Recreation Center

1700 SW 62 Ave.

West Miami, FL 33155

(305) 261-5566

www.cityofwestmiamifl.com



After-School Care Program

Our After-School Care Program is designed to provide a safe and secure environment for children to augment their academic as well as their social learning experiences. The West Miami Recreation Center provides after school care with indoor and outdoor facilities for children ages 6 and older. As part of our program, the City of West Miami provides a free bus service from Sylvania Heights Elementary School and Somerset Gables to our facility. Upon arrival at the Recreation Center, both groups are afforded time to do their homework while supervised by staff. Each group is also provided time to play organized sports and other outdoor activities. We maintain a child to staff ratio of 12 to 1. Our staff has years of experience in child care supervision.

Safety Protocols

The City of West Miami is following the recommendations of the Centers for Disease Control (CDC) and American Camp Association (ACA) regarding the Coronavirus (COVID-19) along with federal, state and local laws. In response to the global pandemic, new guidelines and procedures along with safety protocols have been put into place to protect employees, children and their families from the spread of COVID-19.



Hours of Operation

After-School Care runs Monday through Friday from the time children are released from school until 6:00 pm. We recommend that the same parent or designated person should drop/pick up the child every day. Failure to comply with the safety protocols will result in the denial of After-School Care attendance.

Children picked up after 6:00 pm will be assessed a \$5.00 late fee for every thirty 30 minutes.

On teacher planning days, holidays, winter-break, and spring-break the park will be open from 7:30 am to 6:00 pm. Activities include watching movies, playing board games, and outdoor sports. We have vending machines that sell drinks and snacks, but children must bring their own lunch on these days.

Upon arrival, an employee will check your child in on our daily attendance record. An employee will administer a temperature scan to the enrolled child using a handheld no touch thermometer. If the participant's temperature is 100.4 or above, they will not be able to attend the program until the child is cleared by their pediatrician. Children will **NOT** be allowed to walk to vehicles alone. You must provide the names of persons permitted to pick up your child upon registration. The names of the people permitted to pick up your child must be provided upon registration. We may request a photo I.D if the person picking up a child is unfamiliar to our staff.

Registration

Parents or legal guardians must be present to register their children. West Miami residents must provide identification, a water bill, and other documentation in order to register as a resident. A birth certificate will be required for children ages 6, 7 and 8.

Registration for the limited in capacity After-School Care Program opens on Wednesday, October 14th, 2020. The hours for registration are 3 PM to 6:30 PM. Registration for the After-School Care Program will be on a first come first serve due to the mandatory “*Physical Distancing*” limitations and space limitations. This will change as the Emergency Orders are amended by the Mayor of Miami Dade County and or by Executive Orders from the Office of the Governor.

Method of Payment

All payments shall be made by **check or money order**, payable to the “**City of West Miami**”. Acceptable forms of payment include: Visa, Mastercard, American Express, or Discover with a percentage fee. No cash will be accepted. **NO EXCEPTIONS!**

Payments for the month will take place every 1st of the month.

Elementary School

Monthly Payments:

✦ **Resident: \$40.00**

✦ **Non-Resident: \$120.00**

Children must be at least six years old in order to participate in our After-School Care Program. **Payments are to be made the 1st of every month with check or money order.** All payments shall be made to the “City of West Miami”. No cash will be accepted. Teacher planning days, breaks, and holidays are included in the monthly fees. Children are separated by grade into two groups. Our “Junior” group consists of children in Kindergarten, 1st, and 2nd grade. The “Senior” group consists of children in 3rd, 4th, and 5th grade.



Homework Help:

Staff and volunteers supervise and facilitate the needs of the children. Each group receives an hour and a half of homework time. We check homework for completion before the children go outside to play. Those who have not completed their homework within the allotted time are allowed to stay until they finish. Parents may request that their children do their homework at home.

For now, and until further notice, children will have to bring snacks or purchase them directly from the vending machines on site. The vending machines also have water and refreshments available for purchase. All water fountains will remain closed for now until the Emergency Order is lifted by Miami Dade County, Office of the Mayor.

Athletics: Daily games and events will be initiated and supervised by the staff to keep participants occupied in structured activities. Seasons of flag football, basketball, baseball, and soccer include instructional sessions where children learn the basic fundamentals of each sport. Each team is coached by a staff member and the teams are drafted after the instructional portion of that particular season.



Middle School & High School

- ✦ **Resident: Free membership**
- ✦ **Non-Resident: \$150.00 yearly membership**

Resident middle and high school students need to have a parent register them as park members to be able to attend during after school hours. Children in this age group are welcome to come enjoy our facilities. With enough registrations, we can run organized activities and leagues of basketball, flag football, and other sports. There is ample space for students of this age to do their homework if they wish to but it is not mandatory for this group.

Security

The entire Recreation Center is enclosed by a metal fence. There is only one entrance and exit available and it is in full view of the office staff, at the front of the building. After-School students are checked in when they arrive and are not allowed to leave until a parent or person listed on their pick-up list signs them out. The office maintains a computerized database of after school students that lists all their information, including emergency contacts, allergies, and medications taken. Persons not registered for after school are not allowed into the Recreation Center during after school hours, unless they are entering to watch or participate in baseball or tennis lessons. Adults are allowed in after 6:00 pm to use the courts and weight room.

Facial Coverings

The Florida Department of Health defines a face covering as a material that covers the nose and mouth. The CDC recommends that face coverings should be worn by employees and children as feasible and are most essential in times when ***“Physical Distancing”*** is difficult. We do understand that face coverings may be challenging for children but we will ensure that all employees are knowledgeable on the proper use, removal, and washing of cloth face covering. **Face mask will be mandatory and must be worn at all times as guided to the “The New Norm” manual.**



Supervision

The Recreation Center has a year-round staff that is augmented for the summer program. Per the CDC, small groups of children that stay together all day, each day, while ***“Physical Distancing”*** and do not share objects is considered the lowest risk of spread. The City of West Miami is committed to having groups no larger than 12 children with the same employees that will remain together for the duration of the day without mixing with other groups. Each group will have their own assigned room in which they will conduct most of their day-to-day activities to minimize the possibility for cross contamination and prioritize outdoor activities, weather permitting.

Facilities

The Recreation Center has two basketball courts, two tennis courts, a four-wall racquetball court, a multi-purpose field for baseball, t-ball, soccer, and football, a playground, some shaded trees, picnic tables, and park benches. The indoor building contains a pool table and two foosball tables. The Recreation Center also has a wide-screen television with cable and various board games and movies, so even on a rainy day there are plenty of indoor activities.



Park Regulations

A list of rules to be observed by all participants at the Recreation Center can be found on our website www.cityofwestmiamifl.com under the Recreation Center Department. Please become familiar with them. In addition, it is our policy not to allow personal music and computer game devices to be possessed, used or brought in during After-School Care hours in the interest of promoting interpersonal development. Cellular phones must be kept in a backpack or other storage, and calls limited to family emergencies.

Thank You

Thank you for your support and patience as we navigate through these unprecedented times. The City of West Miami is committed to offering childcare services to the community during this pandemic that provides the safest environment for everyone. We are all doing our best to adjust to these new norm rules, routines, and restrictions.

Always remember that safety is the priority when it comes to caring for your child.

If you have any questions or concerns, please feel free to contact us at 305-261-5566. Please do not hesitate to let us know how we can ensure that your child's After-School Care experience is exceptional.

Again, thank you for choosing The City of West Miami Recreation Center. We look forward to seeing you and your child this 2020-2021 School Year.

Have a wonderful school year!

