



Kenny Parent Newsletter

Aug-September 2014

Minneapolis Kids
Minneapolis Community Education

MPLSKIDS.MPLS.K12.MN.US



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Let's Have a Ball this Fall

I am very excited to start another school year here at Kenny Mpls Kids.

Our School Year Orientation for new families will be held Thursday August 21st from 2pm-4pm in room 121. Returning families are welcome to come as well!

Please Read all the information in this newsletter, the procedures outlined here are very important to the safety and security of the program.

Thank you!

Orlee Smull
Site Coordinator

Room Locations :

Before school: Room 121

After School: Room 121, Cafeteria Room, Media Center, Gym, Computer Labs 110 & 111, Cafeteria-snack area

(Children will be in their age groupings until 3:45pm when they split into mixed age groups for Activity Options time- On Mon&Wed the cafeteria room activity option will be designated for 3rd-5th graders only, and the same for the Gym on Tue&Thur)

Entering the Building:

Please enter through door #6 in the parking lot. If the buzzer is unmanned their may be a sign directing you how to enter.

Sign In/Out: Please remember to sign your child in (if they attend before school care) and out (if they attend afterschool care) on the computer outside room 121. Note: the sign-in/out process may change soon with our new registration program.

All New Families will need to fill out these forms for their child:

- Behavior Contract
- Photo/Media Release
- Permission slip for walking field trips, face paint, sunscreen etc.

(Forms are attached to this email, or can be picked up at the Orientation on Thursday)

*Returning families will have the option of updating and

Magnetic Tracking Boards

We will continue to use the magnet board tracking system. Children will be responsible for placing a magnet next to their name marking the location where they are during the afternoon. The boards will be located in the hallway by room 122 for all age groups. Parents can locate their children by checking these magnetic boards when they arrive, and walking to the location indicated.

We appreciate your cooperation in picking up your children from their location. We are trying to avoid calling for students over the walkie-talkies so staff can focus on the children and the activities they are running. If your child's magnet is missing or otherwise compromised, please don't hesitate to ask for clarification about their location.



initializing their old forms from last year. Please see staff in room 121 ASAP for this option.

Kids Welcome:

Before School 6:30-9:00

After School 2:30-6:00

Important Information

Afternoon Attendance Policy:

Please be sure to let staff for the know if your child will be absent day. We have to be very strict about finding every child upon arrival each day so that no one goes home on a bus to an empty home. If your child does not arrive on a day that they are signed up for the program, we will search the building and call you until we know the location and safety of the child. This takes a lot of staff time away from the other children, so please help us avoid this by calling or emailing before Noon to let us know of an absence from the afternoon program. #612-668-3344

Orlee.smull@mpls.k12.mn.us

Late Pick-up Policy: Minneapolis Kids charges \$1 for every minute past 6pm for late pick-up. Care will be terminated if there are 3 late Pick-ups. If you know that you are going to be late, please find an alternate pick-up & notify Minneapolis kids of the change. We appreciate you respecting our schedule, as we have obligations after work as well.

Early Drop-off: Mpls Kids Opens at 6:30am. Students will not be admitted into the building until 6:30am. When teachers arrive early, they are there to set-up and prepare for the day and are unable to look after children.

Allergies and Medication: We require a written consent form signed by parent/guardian and physician in order to administer any medications. This includes prescribed and over-the-counter medications. Medicine must be in the original container with the original label. Please talk to your site coordinator if you need a consent form.



And Don't Forget...

Pick-up Policy: You are welcome to have family or friends pick-up your child, but please be sure to alert the Mpls Kids staff ahead of time with the alternative pick-up person's name and the date of pick-up. Please remind them to bring their ID, as we will always ID any new pick-ups.

*If you would like to add an authorized person to pick-up your child from the program on a regular basis, please email or write a note to Orlee with the person's name, phone number, and relationship to your child.

Orlee.smull@mpls.k12.mn.us

Schedule Changes & Billing: If you need to make changes to your child's schedule or have a question about billing, please direct your inquiries to the Mpls Kids Central Office

@ 612-668-3890

Mplskids@mpls.k12.mn.us

To Enroll for Release Days: You can find a list of the dates that Mpls Kids is closed and release day dates on the Mpls Kids Kenny webpage. Enrollment for release days is separate from school days; check with the MPLS Kids main office for enrollment date. Be aware that space on release days is limited do to staffing.

Send Appropriate Clothing:

There will be many opportunities for the children to go outside. Make sure to send appropriate clothing and shoes everyday. Flip flops are not allowed on the playground so please send tennis shoes or other good play shoes every day. This is also required in the gym.

Keep Toys at Home: We allow children to bring one toy from home only on designated days. We ask that you do not allow children to bring toys from home on any other day.



Our Mission: To provide high quality school age child care for families. We offer a safe, nurturing, educational and recreational experience where children are encouraged to pursue interests and develop friendships, independence, and confidence.



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