



Registration Opens
8/7 at Noon!



FALL 2018
Enrichment Catalog

**McGILVRA
AFTER SCHOOL
ENRICHMENT
CLASSES**

Brought to you by:
**MONTLAKE
COMMUNITY CENTER**
1618 E Calhoun St.
Seattle, WA 98112
Ph: 206-684-4736



Seattle
Parks & Recreation

healthy people healthy environment strong communities

This program is made possible through
Seattle Parks and Recreation and the
Associated Recreation Council.

Program Information

Fall Class Session: 9/17-12/20

Program Contact Information

Montlake Community Center
1618 E Calhoun St., Seattle, WA 98112
Phone: 206-684-4736

• Program Administrator: Kevin Brunstad
Phone: 206-851-9275, Email: kevin.brunstad@seattle.gov

Program Schedule

McGilvra Elementary Release: 2:25 p.m. (M, Tu, Th, F), and 1:10 p.m. (Wed)

Check In: 2:25-2:30 p.m. (M, Tu, Th, F), and 1:10-1:15 p.m. (Wed)

- Students report to the cafeteria upon dismissal to be signed in .

Session 1: 2:30-3:30 or 4 p.m. (M, Tu, Th, F), and 1:20-2:20 or 2:50 p.m. (Wed)

- ALL PARENTS of students must come to the cafeteria and SIGN OUT their student at the end of class. **Late fees will be assessed \$1 per minute.**

***There are no after school classes on holidays, no school days, or early dismissal days at the Elementary School. These “No Class” days are figured into the price of each class.**

How to Register

All students must turn in, or have on file, a completed E-13 Participant Information and Authorization form to register for class. Once completed, E-13 forms are good for one school year. Though classes are held at the school, all paper work must be turned in to Montlake Community Center, where you can receive more information about classes, registration, and scholarships.

FIRST CHOICE

Stop by your local community center to register for programs and meet the staff. Staff welcomes face-to-face interaction! Please note hours of operation as they vary across community centers.

SECOND CHOICE

Online registration using the SPARC system by going to seattle.gov/parks and clicking on SPARC. Please note that you will need to set up an account prior to having access to the online SPARC system. This may take up to a week to process. We do our best to set up accounts for registration within 48 hours.

THIRD CHOICE

Call your local community center during our hours of operation at the phone number listed above, or at: seattle.gov/parks/centers.asp. All staff can assist you with registration during operating hours.

An additional \$5 insurance fee will be required when registering for all gymnastics, tumbling, or circus arts classes offered through Seattle Parks and Recreation. This non-refundable fee covers a child's participation in all gymnastics, tumbling, or circus arts classes for one year from the date of purchase. Please contact your local community center to purchase this insurance. **Note:** This insurance will only be utilized if expenses exceed your primary insurance coverage.

What You Need to Know

Registration and Payments:

Registration opens Aug 7. If you have never participated in a Seattle Parks and Recreation sponsored program, please sign up at the community center where they can create an account for your family. Once an account is established, you may call **Montlake CC**, stop by, or pay on-line through SPARC. If you register on-line please email the community center coordinator who your child's classroom teacher is and where your child will be going after class. Registration is open for all classes until the day prior to the start of class. **Remember: All students need a Participant Information and Authorization E-13 form prior to participating in any after school classes.**

Scholarship:

To apply for a scholarship, complete and return a scholarship application to the community center. Applications can be found in the **McGilvra** main office, **Montlake CC**, or can be downloaded at bit.ly/sprscholarships. **Scholarship award and co-payment will be determined based on income qualification and fund availability.**

Refund Policy:

It is the policy of Seattle Parks and Recreation and the Associated Recreation Council that:

- Anyone who registers for a class that is cancelled for any reason will receive a full refund.
- DROPPING A PROGRAM BEFORE THE SECOND SESSION: A participant may be issued a refund if he/she withdraws from a program, and notifies the program coordinator, prior to the second class session. The facility will retain the pro-rated class fee plus a service charge of \$5 or 10% of the fee, whichever is greater.
- DROPPING A PROGRAM AFTER THE SECOND SESSION: If a participant withdraws from a program after the second session of a series, no refund will be given.
- CANCELLATION OF ONE SESSION: In the event of an unplanned cancellation of a single session, that class will be rescheduled, and if it cannot be rescheduled, the participant will receive a refund.
- For full details of the Department's Refund Policy, please see Policy Number 060-P 7.16 under PROGRAM which can be found here: <http://www.seattle.gov/Documents/Departments/ParksAndRecreation/PoliciesPlanning/RefundPolicy.pdf>

OH NO! My class got cancelled!

Most classes require a minimum of 6 participants in order to be financially sustainable. We do our best to avoid cancelling classes. However, classes that do not meet minimum enrollment requirement are cancelled prior to their start date. We do prorate class fees to reflect late registration for classes that meet minimum enrollment requirement prior to their start dates.

PLEASE REGISTER EARLY!

Clothing:

Please send your children with clothing appropriate for their classes.

Behavior:

We have the expectation of respect for teachers/instructors and good behavior during classes. Students are expected to maintain the same behavioral standards that they would during the formal school day. If an instructor determines this is not the case the following steps will be taken:

- At the first incident, the Program Administrator will contact parents/guardians regarding student behavior.
- The student will be given one trial class to improve.
- If the disruptive behavior continues, the student will be removed from class.

The program is unable to issue a refund if the student is removed from a class due to a behavioral issue. Please discuss enrollment with your child to be sure they want to attend an after school class.

Picking up Your Child:

Your child must be picked up on time. Our program does not provide childcare after class is over and the playground is not supervised at that time. If your child is picked up late, you will be charged \$1/minute for every minute past your pick up time that you are late. Please call the **Program Administrator** if you are going to be late. Your student can only be picked up by persons listed on the E-13 form.

Absences/Changes:

Please contact the **Program Administrator** as soon as possible with any of the following:

1. Your student will not be attending class (but was at school).
2. Your student was absent from school and will not be attending the After School Program.

Questions/Concerns:

Once a class has begun, if you have any issues or concerns regarding a class, please contact the **Program Administrator**, or email the **Community Center Coordinator**. The **Program Administrator** will be on-site and available during program hours all quarter.

Inclement Weather and City Wide Emergencies:

Please call our CHILD CARE/ENRICHMENT HOTLINE: 206-684-4203, This is a 24-hour line giving information about program closures due to extreme weather or emergencies. It is updated each day by 6 a.m. and as needed.

McGilvra Fall 2018 Class Session: 9/17-12/20

MONDAYS 12 weeks (No class 11/12 and 11/19)	Time	Grades	Price	Barcode
Session 1				
Martial Arts	2:30-3:30 p.m.	K-5	\$220	183580
Jewelry	2:30-3:30 p.m.	K-5	\$180	183578
STEM Paths — Tech and Arts	2:30-3:30 p.m.	K-5	\$260	183588
Mandarin Class	2:30-3:30 p.m.	K-5	\$417	185330
Spanish	2:30-3:30 p.m.	2-5	\$417	185877
TUESDAYS 13 weeks (No class 11/20)	Time	Grades	Price	Barcode
Session 1				
Pinnacle Outdoors	2:30-4 p.m.	K-5	\$260	183583
Thrive Art	2:30-3:30 p.m.	K-5	\$282	185875
Charlie's Chess	2:30-3:30 p.m.	K-5	\$239	183570
Drama with Seattle's Performers	2:30-4 p.m.	K-5	\$304	185329
WEDNESDAYS 13 weeks (No class 11/21)	Time	Grades	Price	Barcode
Session 1				
Yoga	1:20-2:50 p.m.	K-5	\$390	185876
Mandarin Class	1:20-2:20 p.m.	K-5	*See Monday	See Monday
Photography	1:20-2:20 p.m.	2-5	\$247	183582
Creative Computing	1:20-2:20 p.m.	2-5	\$414	183577
Spanish	1:20-2:20 p.m.	2-5	*See Monday	See Monday
THURSDAYS 13 weeks (No class 11/22)	Time	Grades	Price	Barcode
Session 1				
Ceramics	2:30-3:30 p.m.	2-5	\$260	183567
DASSdance	2:30-3:30 p.m.	K-5	\$260	185328
Bricks4Kidz	2:30-3:30 p.m.	K-5	\$282	183566

Montlake Community Center
206-684-4736
1618 E. Calhoun St.
Seattle, WA 98122

Program Administrator
Kevin Brunstad
206-851-9275

Fall 2018 Class Descriptions A-Z

Brickz4Kids

Students will use motorized Lego kits to learn about scale and engineering. Join us on an adventurous Star Wars journey through space! Build a rocket to blast through the atmosphere into a realm that is truly out of this world. We'll build motorized models that represent spacecraft from our favorite movie in a galaxy far, far away. Taught by BEAM Experiences.

Ceramics

We use different clay techniques while making decorative and functional clay pieces. Students will be able to take their work home. Taught by Lene Sangster.

Chess

From beginner to advance, your child will learn to play chess the fun way with Charlie Nguyen.

Creative Computing

Your child will create animations and develop interactive games while learning the fundamentals of programming including initialization, looping, and conditional statements. Taught by Computing Kids.

DASSdance

Learn the fundamentals of dance in a fun and productive way. A chance for your child to burn some energy after school.

Drama with Seattle's Performers

Through theater games and exercises, students will explore how actors use their bodies, voices, and imaginations to tell stories and create characters. Whether you are new to the stage or consider yourself a veteran performer there will be something for everyone in this creative class. Program Provided by Seattle's Performers

Jewelry

Become a jewelry designer and learn about color, patterns, texture, and shape as we use store bought beads, handmade beads, and other everyday objects to make fun projects.

Mandarin Class

This Mon/Wed class uses a variety of developmentally age-appropriate activities to build vocabulary and fluency. Class taught by Polly Glots.

Martial Arts

Kids will learn traditional Kung Fu forms that develop strength and flexibility. Students will also sample Tae Kwon Do, Jujitsu and Aikido in fun and engaging

lessons. Additionally, we'll focus on developing practical, age-appropriate self-defense skills!

Photography

Students will learn about the art of photography.

Pinnacle Outdoors

With a focus on hands-on learning, students conduct interactive experiments, make crafts, and go out on field trips. Students will spend as much time outdoors as weather permits. We want students to find their own passion in the outdoors. Class taught by Sean Chan and Pinnacle Explorations' staff.

Seattle's Littlest Performers

Through vocal exercises, theatre games, blocking, and character building, students learn to perform.

Soccer

Learn the fundamentals of soccer in a fun and productive way. A chance for your child to burn some energy after school.

Spanish

This class takes Spanish learning to the next level. Students work with a native speaker to learn pronunciation and fluency. Meets Mondays and Wednesdays. Taught by Polly Glots.

STEM Tech & Arts

This class will combine art and technology to create uniquely designed projects on a laser engraver. Taught by STEM Paths.

Thrive Art

Thrive Art School strives to create a supportive, non-competitive environment which allows students to explore their creativity in a structured format that ensures skill development. Students will use a variety of mediums to express themselves.

Yoga

This fall we will tap into our senses by connecting with nature! Nature has a magical way of regulating our nervous system. Yoga and mindfulness gives us

**Register early so your
child's favorite classes run!**

Classes can be canceled if class
minimums are not met.



McGilvra



Seattle
Parks & Recreation

After School Enrichment Cover Sheet

Fall Class Session: 9/17-12/20

Montlake Community Center: 1618 E Calhoun St., Seattle, WA 98112

Phone: 206-684-4736

Program Administrator: Kevin Brunstad, kevin.brunstad@seattle.gov

Student Names: _____ Parent/Guardian: _____

Grade and Teacher: _____ Age/DOB: _____

Phone Number/s: _____ Email: _____

To sign up online at the Seattle Parks and Recreation website (SPARC), go to <https://class.seattle.gov/parks>

**This form must be turned in to the community center,
turning it in to the school does not register your child for any class(s).**

Class Name	Barcode #	Day	Fee
Total Due:			

After class my child will:

_____ Get picked up by approved parent/guardian

_____ Goes to onsite childcare

_____ Other _____

**All students must also turn in a completed E-13 Participant Information and
Authorization form to be registered.**

This information is considered confidential and is used only to help staff meet the needs of your child. **Please fill out all sections completely (mark N/A if a section does not apply) and sign and initial where indicated.** Additional information may be required, including but not limited to immunization records, medical treatment, medication administration instructions and authorization, and special field trip permission. If you have updated information on this form, please contact staff immediately to update.

PARTICIPANT AND PARENT INFORMATION

Child's Name (First and Last)		Age	<input type="checkbox"/> Boy <input type="checkbox"/> Girl <input type="checkbox"/> _____	
Birthdate		School		Grade
Address		City		Zip Code
Parent/Guardian Name (First and Last)			Signature	
Cell Phone		Other Phone		Email
Address (if different than above)		City		Zip Code
Relationship to Child		Language(s) Spoken at Home		
<input type="checkbox"/> Parent		<input type="checkbox"/> Guardian		
<input type="checkbox"/> Guardian		<input type="checkbox"/> Foster Parent		

GENERAL AUTHORIZATIONS AND INFORMATION

- My child has previously attended a Seattle Parks and Recreation School Age Care Program. No Yes - Location: _____
- My child has permission to attend field trips as posted in activity schedule, by means of walking, public bus, department van, yellow bus.
(YES) Initial Here ____ (NO) Initial Here ____
- My child has permission to participate in swimming and other water activities at Seattle Parks and Recreation facilities, including swimming pools, lifeguarded beaches, boating facilities, and wading pools. Swimming Ability: Non Swimmer Beginner Intermediate Advanced (YES) Initial Here ____ (NO) Initial Here ____
- I will provide sunscreen and my child may apply it _____ times during the day. (YES) Initial Here ____ (NO) Initial Here ____
- Photographs (stills and video) of your child may be used for the City of Seattle, its Department of Parks and Recreation, or Associated Recreation Council or Advisory Council, publications.
If you **DO NOT** agree Initial Here _____ (Do NOT use photographs of my child)

My child has the following behavioral issues which staff should be aware:	I handle these behaviors in the following way:
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EMERGENCY CONTACTS (Also authorized for participant pick-up)
Please list secondary contacts if we cannot reach you.

1) Contact Name (First and Last)			Relationship
Cell Phone	Other Phone	Email	
Address		City	Zip Code
2) Contact Name (First and Last)			Relationship
Cell Phone	Other Phone	Email	
Address		City	Zip Code

PICK-UP AUTHORIZATION AND INFORMATION (MINIMUM AGE 14)

List all individuals authorized to pick up your child. If an individual is not listed, your child will not be released. No voice authorization for pick-up accepted.

1) Name	Relationship	Cell Phone	Other Phone
Address			
2) Name	Relationship	Cell Phone	Other Phone
Address			
3) Name	Relationship	Cell Phone	Other Phone
Address			

Child Sign In and Sign Out Procedures (WAC 170-297-2125)

The parent or authorized person to take the child to and from the program site shall sign-in the child on arrival and sign-out the child at departure using a full, legal signature. When the child leaves the program site to attend school or other off-site activities as authorized by the parent, staff shall sign-out the child and sign-in the child upon return to the program.

MEDICAL HISTORY AND AUTHORIZATION INFORMATION

My child experiences the following: Please CHECK all that apply or 'None'. **Additional forms are required prior to your child attending if medical conditions are checked.** Providing this additional information will help us to ensure your child has a positive experience. Efforts will be made to provide reasonable accommodation in accordance with the Americans with Disabilities Act.

- | | | | | |
|--|--|--|--|--|
| <input type="checkbox"/> NONE | <input type="checkbox"/> ADD | <input type="checkbox"/> ADHD | <input type="checkbox"/> Allergies | <input type="checkbox"/> Asthma |
| <input type="checkbox"/> Asperger's Syndrome | <input type="checkbox"/> Autism | <input type="checkbox"/> Behavior Disorder | <input type="checkbox"/> Diabetes | <input type="checkbox"/> History of Seizures |
| <input type="checkbox"/> Hearing Impairment | <input type="checkbox"/> Learning Disability | <input type="checkbox"/> Mental Disability | <input type="checkbox"/> Physical Disability | <input type="checkbox"/> Dev. Disability |
| <input type="checkbox"/> Visual Impairment | <input type="checkbox"/> Other: _____ | | | |

Currently taking Medication at: <input type="checkbox"/> Program <input type="checkbox"/> School <input type="checkbox"/> Home

Unless you have religious objections, we cannot allow your child to participate without the following authorizations. If you have religious objections, please submit a written statement of those objections. A MEDICAL TREATMENT AUTHORIZATION Form signed by a physician is required for any medication taken or administered while in a Seattle Parks and Recreation, Associated Recreation Council or Advisory Council program. Forms are available at each facility.

Child's Name (First and Last)	Age	Birth Date
Medical Provider (First and Last)	Dental Provider (First and Last)	
Address, City, Zip Code	Address, City, Zip Code	
Phone	Phone	
Date of Last Physical Exam: Month _____ Year _____	Date of Last Dental Exam: Month _____ Year _____	
If you do not have a medical provider, in case of injury or incident, what is your plan:	If you do not have a dental provider, in case of injury or incident, what is your plan:	
Preferred Hospital for Treatment:		

I authorize the administration of all medical, dental, and surgical examinations, operations, treatment, and all related care, including emergency or ambulance transportation and the administration of drugs, tests, anesthesia and blood transfusions to the above-named minor when a physician or dentist at the treating medical facility deems those procedures necessary for emergency treatment. I consent to the release of medical report(s) to any doctor or agency and consent to the admission of the above-named minor person to the hospital. I understand that the City of Seattle, its Department of Parks and Recreation, Associated Recreation Council, Advisory Councils, the Community Center, and their officers, employees, and volunteers assume no financial obligation or liability in case of my child's accident or illness. **I also assume full financial responsibility for emergency treatment for my child.**

Initial Here _____

LEGAL DOCUMENTATION INFORMATION

Provide information below pertaining to your child regarding documentation about a parenting plan or current restraining order issued by a legal authority in the State of Washington:

Parenting Plan	Restraining Order
<input type="checkbox"/> YES <input type="checkbox"/> NO Expiration Date: _____ If yes, provide copy for child's program file.	<input type="checkbox"/> YES <input type="checkbox"/> NO Expiration Date: _____ If yes, provide copy for child's program file.

PARENTAL CONSENT, RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT

IN CONSIDERATION of my minor child ("the Minor") being permitted to participate in any way in the EVENT(S), I agree: I know the nature of the EVENT(S) and the Minor's experience and capabilities, and believe the Minor to be qualified to participate in the Event(s). The Minor and I will inspect the premises, facilities, and equipment to be used or with which the Minor may come in contact to ensure it is safe to our satisfaction. I have spoken with the Minor about the dangers of the activities and the fact that the Minor could—for a variety of known, unknown, foreseeable and unforeseeable reasons, **including negligence** of the City of Seattle, its employees and volunteers, officers and agents—be seriously injured. In extreme cases, such injuries could include permanent disability, paralysis or even death ("risks"). Even understanding these risks I consent to the Minor's participation in the Event(s) and assert that the Minor is willing to participate in the event.

I accept and assume all risks, and assume all responsibility for the losses, costs and/or damages following an injury related to the Event(s), including disability, paralysis or death, even if caused in whole or in part by the negligence of the following releasees: the City of Seattle, its employees and volunteers, officers and agents. **My acceptance of these risks includes releasing and agreeing not to sue the releasees. I also agree to indemnify and save and hold harmless the releasees and each of them from any and all litigation expenses, attorney fees, loss, liability, damage, or cost they may incur due to a claim made against any of the releasees identified above based on an injury to the Minor, whether the claim is based on the negligence of the releasees or otherwise and whether the claim is made by me, is made on behalf of the minor, or is otherwise made.**

_____	_____	_____
Signature of Parent or Guardian	Printed Name of Parent or Guardian	Date