



Registration Opens
12/4 at Noon!



Winter 2019
Enrichment Catalog

SACAJAWEA AFTER SCHOOL ENRICHMENT CLASSES

Brought to you by:
**MEADOWBROOK
COMMUNITY CENTER**
10517 35th Ave. NE
Seattle, WA 98125
Ph: 206-684-7522



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

Winter 2019 Class Session: 1/14-4/5

Program Contact Information

Meadowbrook Community Center
10517 35th Ave. NE, Seattle, WA 98125
Phone: 206-684-7522

• Program Administrator: Elizabeth Johnson
Phone: 206-465-7064, Email: elizabeth.johnson2@seattle.gov

Program Schedule

Sacajawea Release: 2:25 p.m.

Check In: 2:25-2:45 p.m.

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

Session 1: 2:45-3:45 p.m.

- ALL PARENTS of students not enrolled in second session must come to the cafeteria and SIGN OUT their student at **3:45 p.m.**

Session 2: 3:45-4:45 p.m.

- All parents must SIGN OUT their student by **4:45 p.m.**

***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 Meadowbrook 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

Seattle Parks and Recreation is launching a new registration software this winter. To find additional information about signing up online using our new registration software go to this website:

bit.ly/spr_new_registration

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:

NEW INFORMATION, PLEASE READ CAREFULLY

Seattle Parks and Recreation is launching a new Registration Software on November 27, registration for Winter Enrichment opens Dec 4.

You may already be in the new system. If you have a current pass, scholarship, or staff have already entered your information. To check, follow these steps:

Step 1: Go to the www.seattle.gov/parks and click on Sign Up for Classes and Programs

Step 2: Click on 'Sign In'.

Step 3: Click on 'Forgot Password' and enter your email address to have your login information sent to you.

If you do not already have an account, follow the steps below to set up an account:

Step 1: Go to the www.seattle.gov/parks and click on Sign Up for Classes and Programs

Step 2: Click on 'Create Account'.

Step 3: Complete your information!

If you have any questions about creating a new account, please reach out to your local Community Center directly. Once you have an account, you may call Meadowbrook Community Center, stop by, or register and pay online. If you register online, 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 **Sacajawea** main office, **Meadowbrook 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 7 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!

Snack and Clothing:

The After School Enrichment Program will provide a snack for each student. 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.

What You Need to Know Continued

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.

Winter 2019 Class Session: 1/14-4/5

Meadowbrook Community Center

206-684-7522
10517 35th Ave. NE
Seattle, WA 98125

Program Administrator

Elizabeth Johnson
206-465-7064
elizabeth.johnson2@seattle.gov

TUESDAYS 11 weeks (No class 2/19)	Time	Grades	Price	Barcode
Session 1				
Helping Hands	2:45-3:45 p.m.	K-5	\$190	11500
Make it Move it	2:45-3:45 p.m.	3-5	\$198	11501
Spanish Adventures	2:45-3:45 p.m.	K-5	\$170	11502
States of Matter	2:45-3:45 p.m.	2-5	\$300	11503
Chess Club	2:45-3:45 p.m.	3-5	\$170	11504
Session 2				
Recycled Art	3:45-4:45 p.m.	K-5	\$190	11505
THURSDAYS 11 weeks (No class 2/21)	Time	Grades	Price	Barcode
Session 1				
Origami Fun	2:45-3:45 p.m.	2-5	\$190	11294
Tumbling 101	2:45-3:45 p.m.	K-5	\$185	12243
Books and Crafts	2:45-3:45 p.m.	K-5	\$280	11492
Runway Design	2:45-3:45 p.m.	2-5	\$250	11495
Hooks and Needles	2:45-3:45 p.m.	2-5	\$180	11497
Session 2				
Dragon Style Kung Fu	3:45-4:45 p.m.	2-5	\$182	11499
Enrichment Explorations	3:45-4:45 p.m.	K-5	\$200	1498

Course pricing is based on contractual agreements, number of class days and supply costs.

Winter 2019 Class Descriptions A-Z

Books and Crafts

Learn how to make books, from the most simple design to the most unusual! Then learn various art techniques to fill the pages and create one-of-a-kind artistic pieces. Students will use their imagination while learning how to be good storytellers and love reading and books.

Chess

Does your child have a brain that likes to solve puzzles? In this class students work on learning and mastering a strategic approach to a variety of classic board games, card games, word games, and other strategy based brain teasers!

Enrichment Explorations

Your child will explore a variety of experiences in this special enrichment class. Participants will be treated to outdoor adventuring, cultural experiences, fun activities, and get the chance to try out new and exciting curriculum. Don't miss out!

Helping Hands

In this class students will learn the importance of community involvement. They will work on small service projects that may include writing letters to children in hospitals or our troops, creating toys for the Seattle Humane Society, or creating "Welcome to School" kits for new kids coming to Sacajawea!

Hooks and Needles

This class will teach beginner knitting and crocheting techniques. Students will create fun projects such as washcloths, scarves and simple animals while learning how to slip knot, knit and purl, and cast off. This is a will build hand dexterity and a love for yarn crafting.

Make It, Move It!

Kids learn about the natural world in science classes, but what about the human-made world built on top of it - such as the vehicles that move us through the world? Through an open and focused exploration, students will design, create, and test cars, planes, helicopters, and boats in this hands-on STEM class.

Origami Fun

Come explore the Japanese art of paper folding! Begin with the basics of following folding instructions and work your way up to building beautiful creations, step by step, with the help and support of our experienced instructor.

Recycled Art

A fun and creative arts and crafts class for the environmentally conscious! Students will explore the use of recycled, up cycled, repurposed, and natural materials to make their own instruments!

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

Classes can be canceled if class minimums
are not met.

Winter 2019 Class Descriptions A-Z

Runway Design

Do you love fashion? Come design your very own fashion line! Students will create a fashion portfolio and participate in several design challenges during this course.

States of Matter

Matter is the stuff that makes up our world. In this class we will see what happens to soda-pop gas in a balloon and explore the change from liquid to solid by making rock candy! Almost everything on the planet is a liquid, solid or a gas and in this class students get to do hands-on science experiments to learn about the matter around us.

Spanish Adventures

Learning Spanish is FUN! not only by listening and speaking it, but experiencing it! Watch, smell, touch and taste the vocabulary lessons. Learn grammar with songs, typical Spanish games, projects and story telling. All lessons will be taught in a recreational way, letting your child explore the Spanish language while they discover how useful it is to learn.

Tumbling 101

Students will learn the basics of tumbling in a safe, cooperative, and creative space! Our tumbling coach will teach students how to explore movement while building skills like forward and backward tumbling, hand stands, and cartwheels. An additional \$5 annual insurance fee for all tumbling/gymnastics will be required for registration.

**Seattle Parks and Recreation offers
fun recreational activities
for people of all ages!**

**To see what's happening near you,
visit your local community center,
or find us online at,
Seattle.gov/parks**





Sacajawea



Seattle
Parks & Recreation

After School Enrichment Cover Sheet

Winter Class Session: 1/14-4/5

Meadowbrook Community Center: 10517 35th Ave. NE, Seattle, WA 98125

Phone: 206-684-7522

Program Administrator: Elizabeth Johnson elizabeth.johnson2@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.**

2019 PARTICIPANT INFORMATION AND AUTHORIZATION FORM

Facility/Program: _____

SAC Start Date: _____

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"/> Foster Parent		

GENERAL AUTHORIZATIONS AND INFORMATION

1. My child has previously attended a Seattle Parks and Recreation School Age Care Program. ☐ No ☐ Yes – Location: _____
2. 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 _____
3. 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 _____
4. I will provide sunscreen and my child may apply it _____ times during the day. (YES) Initial Here _____ (NO) Initial Here _____
5. 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)
6. **LEGAL DOCUMENTATION:** Information for your child about parenting plan or current restraining order issued by a legal authority in the State of Washington:

<p style="text-align: center;">PARENTING PLAN</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO Expiration Date: _____</p> <p>If yes, provide copy for child's program file.</p>	<p style="text-align: center;">RESTRAINING ORDER</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO Expiration Date: _____</p> <p>If yes, provide copy for child's program file.</p>
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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	Currently taking Medication at: <input type="checkbox"/> Program <input type="checkbox"/> School <input type="checkbox"/> Home
<input type="checkbox"/> Autism Spectrum Disorder	<input type="checkbox"/> PTSD	<input type="checkbox"/> Behavior Disorder	<input type="checkbox"/> Diabetes	<input type="checkbox"/> History of Seizures	
<input type="checkbox"/> Hearing Impairment/Deaf	<input type="checkbox"/> Visual Impairment	<input type="checkbox"/> Learning Disability	<input type="checkbox"/> Physical Disability	<input type="checkbox"/> Dev. Disability	
<input type="checkbox"/> Sensory Processing Disorder/Integration Dysfunction <input type="checkbox"/> Mental Disability → <input type="checkbox"/> Type: _____					

My child has the following behavioral issues which staff should be aware: <input type="checkbox"/> None	I handle these behaviors in the following way:
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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 _____

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