



Middlebrook PTA
presents
AFTER SCHOOL
ENRICHMENT
SPRING 2017 CLASSES

Whether your child wants to be the next Van Gogh, Mila Kunis, Steve Jobs, Usain Bolt, Diana Taurasi, Stephen Hawking, or David Blaine, there is something for everyone after school this Winter/Spring 2017.

ONLINE REGISTRATION begins 8am 1/14/17
(See Back Page on how to Register AND update your info)

Find detailed class descriptions, class fees, schedule/dates, and pay online.

It's Easy! Fair! Did we say Easy and Fair?

Sign up early! Classes are on a first come, first served basis and registration **ends 1/23**. Some classes have low maximums by design for specialized interaction.

Parent Volunteers Needed

Volunteer and You Receive a **FREE** class for your child!

Look in the program description to see if a volunteer is needed. *Must be a parent and available each date of the program from 3:15 to 4:30pm

Contact: MiddlebrookASE@gmail.com if interested!

SIGN UP ONLINE FOR AWESOME AFTER-SCHOOL ENRICHMENT CLASSES.

- Step 1: Click on our Parent Portal link: app.simplyafterschool.com/middlebrookase
- Step 2: Sign in or Create an account / add your child(ren) if you have not already done so last season. **IMPORTANT! PLEASE REVIEW ALL POLICIES** located on left of page!!!!
- Step 3: **PLEASE**, before you proceed to selecting classes go to my **“Account”** located top right corner. **“EDIT”** your child’s teacher’s name and grade from last season because new fields have been added. Make sure to note any of the following in the **NOTES** section, including: allergies/medical needs, whether your child needs to go back to TLC, whether you want to volunteer, or any other pertinent info.
- Step 4: To register for a class, select the child for the program you want, then hit **“Add to Cart”** Go thru same process for multiple classes, multiple children. Click **“VIEW”** to read details of each class.
- Step 5: When finished selecting, click **“Go to shopping cart”** and proceed as follows.
- Step 6: If paying by CC then input info as instructed. If you would rather pay by cash or check, please enter **“CASH/CHECK SPRING2017”** in the apply coupon area in Check Out and be sure to click **“apply coupon”**. ASE must receive check made out to Middlebrook PTA by **January 23**, or your child will be removed from class. **NO exceptions.**

Some additional Important Info:

- Students who attend **TLC** after school can **STILL** participate in After School Enrichment. All TLC students will be picked up by TLC staff at 4:30pm. Document TLC in the special needs box when registering.
- **NURSE:** The school nurse (or her room) will **NOT** be available during ASE. We have a first aid kit located in the PTA office available to all the classes in case of an emergency. If your child gets hurt, you will be contacted by the volunteer parent.
- If an instructor or parent volunteer deems a child's behavior as inappropriate, disrespectful, or is endangering themselves or others in the class, parents will be informed upon pick-up, or in severe cases, will be called and asked to pick up child early. Depending on the nature of situation, students will be given 2 chances, on the second incident, ASE will determine if the child needs to be removed from class (which will result in **NO** refund).
- Classes will not run on early dismissal days or days where school closes due to inclement weather/holidays or instructor illness. Make up dates will be updated on the signup web page app.simplyafterschool.com/middlebrookase and all parents will be emailed.
- IF your child will be absent from ASE, you **MUST** send a note to their MB teacher **AND** send an email to the parent volunteer. If a note is not sent in, your child will remain at school until you arrive to pick them up. *These are **SCHOOL ENFORCED RULES**. Please remind your child on the days they have ASE that they are to stay after school on their scheduled day.
- There will be **NO** refunds on cancellations **AFTER JANUARY 23** when online registration closes.

ANY QUESTIONS? Contact us at MiddlebrookASE@gmail.com