



# Before & After Care Information Packet 2023-24

Thank you for your interest in before and after school care at Amped Up! We know that our facility and programs offer a safe, clean, and unique environment in which your child can thrive. We are owned by former and current Baltimore County teachers with a combined 33 years of experience in local elementary and middle school settings. We also operate a technology-driven theater that hosts school field trip shows, family game nights, upscale parties, and many other events.

Within this packet, you will find documents addressing all facets of our offerings including schedules, fees, activities, behavior management, safety protocols, and more. If you decide to move ahead, you will need to complete the forms within our registration packet. Please let us know if you need additional information or have questions regarding any aspects of our program.

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# COSTS & CALENDAR

Amped Up! Before & After Care



Our before and after care schedule coincides with the Baltimore County Public School System’s calendar. There is a one-time registration fee of \$40 for new students. A security deposit in the amount of one week’s tuition is also due during enrollment. This will either be refunded, or applied to your final week of care if all amounts due are current. These costs are per week and are due the Friday prior to each week. An afternoon snack and drink are included. These prices also include extended care times during late openings and early closings at no additional charge (Aligned with your level of care). We do participate in the CCS Scholarship (Voucher) program.

Before Only (6:45 AM drop off)	After Only (Pickup by 6 PM)	Both Before & After
\$125/wk.	\$125/wk.	\$175/wk.

*\*Multiple child discounts are available. Please contact us for details.*

We also offer full day care during selected holidays, scheduled school closings, and closings due to bad weather (State of Emergency excluded). These days are determined by the Baltimore County Public School System.

The following days are part of the regular weeks for before and after care. The additional charge for attending any of these FULL days ranges from \$25-\$35, depending on your level of care.

- Friday, September 15<sup>th</sup> – Rosh Hashanah, Professional Development Day
- Monday, September 25<sup>th</sup> – Yom Kippur, Professional Development Day
- Friday, October 20<sup>th</sup> – MSEA Convention
- Monday, November 13<sup>th</sup> – Professional Development Day
- Tuesday, November 21<sup>st</sup> – Conference Day
- Wednesday, November 22<sup>nd</sup> – Thanksgiving Break
- Tuesday, December 26<sup>th</sup> – Friday, December 29<sup>th</sup> (Winter Break)
- Monday, January 15<sup>th</sup> – Dr. Martin Luther King, Jr.’s Birthday
- Friday, February 9<sup>th</sup> – Professional Development Day
- Monday, February 19<sup>th</sup> – Presidents’ Day
- Monday, March 25<sup>th</sup> – Friday, March 29<sup>th</sup> (Spring Break)
- Wednesday, April 10<sup>th</sup> – Professional Development Day
- Tuesday, May 14<sup>th</sup> – Election Day
- Any full day closings due to bad weather or other events

Schools will close three hours early on the days below. Just like early closings for inclement weather, these days are included as part of your regular weekly fee if they coincide with your regular service.

- Friday, November 3<sup>rd</sup> – End of 1<sup>st</sup> Marking Period
- Friday, January 19<sup>th</sup> – End of 2<sup>nd</sup> Marking Period
- Friday, April 5<sup>th</sup> – End of 3<sup>rd</sup> Marking Period
- Friday, April 26<sup>th</sup>
- Friday, May 17<sup>th</sup>
- Thursday & Friday, June 13<sup>th</sup> & 14<sup>th</sup> – Assessment Days (Subject to change)

We will be closed on the following days:

- Monday, September 4<sup>th</sup> – Labor Day
- Thursday/Friday, November 23<sup>rd</sup>/24<sup>th</sup> – Thanksgiving
- Monday, December 25<sup>th</sup> – Christmas Day
- Monday, January 1<sup>st</sup> – New Year’s Day
- Monday, April 1<sup>st</sup> – Easter Monday
- Monday, May 27<sup>th</sup> – Memorial Day

***\*If the Baltimore County calendar and school ending dates are altered for any reason, we will adjust our schedule accordingly. Please contact us with specific questions regarding any other dates and times.***

Payment is due for all weeks regardless of attendance (Winter/spring break, absence days/weeks due to illness or vacation, etc.). Each family can receive one unpaid vacation week per school-year (Conditions apply).

# DAILY PROGRAM SCHEDULE

Amped Up! Before & After Care



## Before School Session

- 6:45-8:15 Open Play (Inside Only)
  1. Table & Video Games
  2. Inflatables, Musical Instruments
  3. Board Games, Books, & Puzzles
- 8:15-8:55 Cleanup, Board Vans
- 8:30-9:10 Drop children off at school

## After School Session

- 3:25-4:05 Pick children up at school
- 3:45-4:10 Arrive at Amped Up, put away materials, wash hands
- 4:00-4:30 Snack, Homework, Quiet Time
- 4:30-6:00 Open Play (Inside & Outside)
  1. Table & Video Games
  2. Inflatables, Rock Wall, Sports Activities, Musical Instruments
  3. Board Games, Books, & Puzzles

\*Whole group activities such as educational performances and group game shows will take place on selected days
- During arrival, the children will be checked in on our attendance log and will place their belongings in designated areas.
- Homework & quiet time will take place in the lobby and the main theatre. Children will be grouped based on grade (K-1, 2-3 and 4-5) and they will be seated at round and rectangular tables. Once homework help time is over, the lobby area will remain quiet for those children who wish to continue working. Staff will assist with homework whenever possible.
- Open game time features the following:
  - Giant screen video games (Wii & Xbox 360)
  - Vintage video games (Atari, Tetris)
  - Table games (Pool, air hockey, foosball, ping-pong, pop-a-shot, Skee-ball, cards, and more)
  - Basketball (Inside & out), volleyball, football/tire toss, bean bag toss, soft horseshoes
  - Rock climbing walls, inflatables
  - Music – We have an 8-piece drum set, electric guitars, keyboard, microphones, dancing, lights, etc.
  - TV viewing (Sporting events, cartoons, special event broadcasts, etc.)
- Group activities include:
  - Game show parodies (Millionaire, Price is Right, Minute to Win It, etc.) that include questions on math, science, music, current events, pop culture, and others.
  - Content shows featuring unique animation, 3-D images, video clips, game shows, electronic voting, prizes and giveaways, oversized props, and more. Topics cover health, the environment, character ed., space, dinosaurs, etc.
  - Karaoke contests
  - Group sports games (Basketball, volleyball...)

# DISCIPLINE POLICY

Amped Up! Before & After Care



Our before and after care program serves children ages 5-11. Because of the timeframe of our program, the extensive activities offered, and the instructional strategies employed, behavior issues should be minimized.

Our goal is not only to foster independence and creativity, but to promote positive self-discipline skills as well. This will be achieved through our physical setup, program schedule, behavior policies, communication of expectations, and staff interactions.

The guiding principles and goals of our discipline policy include:

- Children and their feelings should be respected
- Reinforcement and modeling of positive behavior is essential
- Correction and guidance should be delivered in a positive, calm, and controlled manner
- Expectations should be communicated clearly and often
- Individuals should strive to monitor and manage their own behavior

Center staff will utilize the following methods:

- Set reasonable and consistent procedures and limits
- Clearly communicate program schedules and expectations
- Openly discuss conflicts and infractions
- Encourage children to provide alternatives for future behavior
- Incorporate positive and proactive strategies such as redirecting and providing choices

Specific strategies to be used at our center are:

- Assigning each child a theater seat and table spot in which they can keep their belongings and also sit during time out
- Supplying sign-up sheets and announcing rotation schedules during free time activities
- Offering reward activities (Group game shows etc.) for children who reach pre-set goals
- Providing opportunities for problem solving and discussion during large and small group presentations and interactive games (Character education, content instruction...)
- Providing variety and choice of activities during room rotations

Practices that MAY NOT be used include:

- Physical/corporal punishment or threats to use such methods
- Verbal abuse, belittlement, or demeaning comments
- Use of food as reward or punishment
- Isolation beyond the sight of staff members

Parent/Guardian relations should:

- Be professional, courteous, and respectful at all times
- Encourage open dialogue and teamwork
- Include anecdotal observations and avoid judgment type statements
- Work towards the betterment of each child's experiences at the center and beyond

# SAFETY, HEALTH, & INCLUSION

Amped Up! Before & After Care



## Safety

Ensuring the safety of all children under our care is a responsibility we take very seriously. In addition to daily procedures and program rules, we have incorporated the following safety features and protocols:

- Door Locks – All doors are locked from the outside. Our main right door has a programmable entry lock that can be opened with your unique code during program hours.
- Burglar Alarm – Door entry sensors and motion detectors along with panic alarms are in use.
- Fire System – Our entire facility is equipped with sprinklers, fire extinguishers, an annunciator panel, and monitored smoke detectors and fire alarms.
- Camera System – Every area of our building (Inside & out) is under video surveillance via a 16 channel HD video camera system with night vision.
- Privacy Fence – Our outdoor play area is surrounded by a six-foot privacy fence and is locked from the inside (Panic bars allow children to exit in case of emergency).
- Emergency Drills – Monthly drills for evacuation, shelter in place, and others are performed.

## Health

A healthy environment is essential to attendance, participation, and learning both at our facility and at school. To promote good health, we have incorporated the practices and policies below:

- First Aid & CPR – All lead teachers are trained every two years, with in-house refresher training provided every six months.
- Nurse Consultant – A registered nurse is available should any health matter beyond our employees' scope of knowledge arise. Any major issues would be referred to the nearest hospital emergency room.
- First Aid Kits – Kits are available in our center and on our vans.
- Clean Environment – We strive to keep our facility clean and germ free via daily cleaning and antibacterial treatments. Hands are washed/sanitized each day prior to snack and after restroom use.
- Illness Policy – Any time a child is sent home from school or our center for a contagious illness (Flu, pink eye, stomach virus, etc.) we require either a 24-hour symptom free period or a doctor's note allowing attendance before the child can return. An update to this policy can be found below within our COVID-19 procedures.

## Inclusion

Children mature at different rates and have various levels of proficiency in many aspects of development (Physical, Mental, Emotional...). For this reason, we try to differentiate activities and offer choice whenever possible. Our program does not discriminate against children with disabilities or special needs, and we will work with families to incorporate recommendations and strategies found in IEP or 504 plans. If a dedicated assistant is required for the child, additional costs may apply, and we may also need to make sure our facility can accommodate children in certain circumstances.

# COVID-19 PROCEDURES & POLICIES

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The COVID-19 outbreak has changed many aspects of our daily lives. This in turn has brought about substantial updates to our program both internally, and from outside agencies and governing bodies. Listed below are general guidelines and practices that are now being followed in our facility. Please contact us with questions and for additional details.

## **Facility Re-organization and Design**

We currently feature four rooms, which house multiple groups in one area. Some games and activities have been separated or reorganized as deemed appropriate. We have also upgraded to MERV 10 filters in all of our HVAC units.

## **Sanitizing Procedures**

Cleanliness has always been a priority at our center, but sanitizing is now a greater focus than ever before. Hard surfaces such as tables, chairs, door handles, and others are sanitized throughout the day. Shared items, including game controllers, playground balls, selected toys, and others are wiped with a bleach-based solution after each use. Frequent hand washing is required of all children and staff, and other sanitizing measures are utilized as necessary.

## **Distancing Practices**

Children and adults are encouraged to maintain a six-foot distance between each other whenever possible. To assist with this, teachers provide reminders, keep track of student distancing, and play games as reinforcement. Children do not need to wear masks at this time, although this policy may resume as needed if required by state mandate.

## **Illness Protocol**

Standard center requirements regarding doctor's releases or 24 hours of symptom free conditions are still in effect for any communicable illnesses such as flu, strep throat, etc. This is also required for fever, vomiting, and other specific symptoms. Because of COVID-19, we will now have new check in procedures that include the following:

- **Questionnaire** – A list of symptoms (Fever, chills, cough, sore throat, shortness of breath, fatigue, nausea, vomiting, diarrhea, loss of taste/smell) and questions (Covid testing etc.) will be displayed and referenced at check in. Parents must initial that none of these symptoms or conditions apply.
- **Symptoms** – Any presence of the symptoms listed above may require parent contact, exclusion from our center, or a COVID-19 test.

# SAMPLE SNACK SCHEDULE

Amped Up! Before & After Care

Monday	Tuesday	Wednesday	Thursday	Friday
	3 Cheeze-Its	4 Cereal Bars	5 Goldfish	6 Fruit Snacks
9 Go-gurt Yogurt	10 Popcorn	11 Animal Crackers	12 Pretzels	13 Pudding
16 Cheese-sticks	17 Chex Mix	18 Veggie Straws	19 Goldfish	20 AppleSauce
23 Go-gurt Yogurt	24 Animal Crackers	25 Pretzels	26 Popcorn	27 Special Snack

Additional snacks (Healthy) may be brought by children in lieu of or in addition to the provided snack. A monthly snack schedule will be available.

