

KALEIDOSCOPE FREQUENTLY ASKED QUESTIONS

- 1. What is Kaleidoscope?** Kaleidoscope is Atlanta International School's after-school program for children in Grades 4K-8th.
- 2. What are Kaleidoscope's hours?** Kaleidoscope is open until 6:30 p.m. on regular school days and 6:00 p.m. on camp days. You will be charged \$1 per minute per child for each minute past closing that your child is here.
- 3. What will my child be doing in Kaleidoscope?** Each class has a weekly theme and will be doing various activities based on that theme. Examples of past themes include 'Escape to Egypt', 'Race to Space', and even '80's Pop Culture'. Homework time is provided for 1st grade and up, and each class has daily child-directed free play on the playground, weather permitting.
- 4. What training and education does your staff have?** Almost all of our staff members have a college degree or are current college students with interests in the Early Childhood Education field. In addition, all staff members are required to complete 10+ hours of training per year, and remain current with CPR and First Aid certification. Each staff member working at AIS must complete and pass a background check.
- 5. How much does Kaleidoscope cost?** Full-Time is \$13.00 per day if you pick up before 4:30 and \$19.00 per day if your child is picked up after 4:30. Part-Time is \$17.00 per day before 4:30 and \$23.00 after 4:30. Middle School is \$16.00 per day. All prices include afternoon snack
- 6. What is the difference between Part-Time and Full-Time Enrollment?** If your child is enrolled Full-Time you are paying a weekly rate as opposed to a daily rate if you are registered Part-Time. Part-Time enrollments pay only for the days that they attend, but at a higher rate than Full-Time.
- 7. If my child is registered on a drop-in basis do I need to tell you in advance that my child will be attending that day?** Yes, we ask that you send an email to kaleidoscope@aischool.org no later than 2:00 pm on the day that your child is attending so we can plan accordingly. If you know in advance that your child is coming to Kaleidoscope please add it to your child's agenda.
- 8. Do I have to sign my child out every night?** Yes, please go to the Kaleidoscope office located in the 4K building to sign your child out each day that they attend. Failure to sign out will result in a Full Afternoon charge.
- 9. Can I change from Part-Time enrollment to Full-Time or vice versa?** Yes, but all changes have to be made at the end of a billing cycle (the end of the month). We can not make changes to enrollment in the middle of a billing cycle.
- 10. What happens if I no longer need after-school care? Can I de-enroll at any time?** Yes. However if you are registered for Full-Time we will probably change your registration to Part-Time, that way we will still have your child in our system in case you

need drop-in care. As a Part-Time enrollment you will only be charged for days your child attends. Any changes to a registration must be done at the end of a billing cycle.

- 11. How am I billed?** All payments are invoiced through the business office and available by logging into the Parent Portal on the AIS website. You will receive an email from the business office when new invoices are available online. All payments must be made through the business office as we cannot accept any payment at the Kaleidoscope sign-out desk. If you are mailing your payment please send it to the attention of the Business Office, not Kaleidoscope.
- 12. Can somebody else other than a parent or guardian pick my child up from Kaleidoscope?** Yes. However, if they are not listed as 'Related People' or 'Emergency Contacts' in your child's account in Veracross we must receive written permission from you stating that they have permission to pick up your child. Please make sure that whoever is picking up your child has a picture I.D. with them.
- 13. What are Full Day Camps and how much do they cost?** Kaleidoscope offers camps on days when there are no classes and teacher work days. We do not offer camps when the school is closed (i.e.-when the school office are not open). The cost for Full Day Camps is \$45.50 per child and includes lunch and two snacks.
- 14. What are Half Day Camps and how much do they cost?** The last Wednesday of most months classes end at 11:45 a.m. Kaleidoscope will provide care from that time until 6:00 p.m. The cost for Half Day Camps is \$35.00 and includes lunch and afternoon snack.
- 15. What are the registration deadlines for camps?** The registration deadlines for all camps is one week (5 business days) prior to the start of camp. It is important to adhere to the registration deadline; if there are not enough children signed up by that date the camp may be cancelled. Please check the printed AIS calendar and the website for specific deadline dates.
- 16. Is there a fee for late registration?** Yes, there is a \$15.00 late registration fee for any registrations received less than one week before the start of camp. Drop-in's with no registrations will also be responsible for this fee.
- 17. What if I register my child for a camp and they don't attend? Am I still responsible for the charges?** Yes and no. If your child is no longer attending and you let us know prior to the registration deadline (one week prior to the start of camp), you will not be charged. If we do not receive notice within 5 business days of the camp you will be charged the full amount.
- 18. Do you offer summer camp?** Yes! In addition to the many camps that AIS offers during the summer, we also offer Kaleidoscope Camp. Information about 2011 Summer Camp will be available in January 2011. And all of our summer camps are open to non-AIS students!
- 19. What if I have a question that is not listed here?** Please contact Corinne Gersten, Kaleidoscope Coordinator at 404-841-0284 ext. 137 or kaleidoscope@aischool.org with any additional questions.