

2021-2022 ACE Afterschool Program FAQ for Parents/Guardians

Revised July 22nd, 2021

Program Logistics:

When and Where does the ACE Afterschool program take place?

The ACE Afterschool Program will begin on August 16th, 2021 until June 1st, 2022 from 2:30 PM to 6:00 PM. Our program will take place in two locations: Wah Mei School on 1400 Judah, 94122 and at the 19th Avenue Baptist Church located on 1370 19th Avenue. This program follows the SFUSD school calendar for holidays and closures.

How Do I Apply?

The ACE Afterschool Program application packages can be requested by email (please email ace@wahmei.org) or accessed on our website. Please return completed applications to ace@wahmei.org or drop off forms in person along with payment. Only completed applications will be considered. Rates will be calculated based on your child's start date.

What age/grade does the ACE Afterschool program accept?

The Ace Afterschool program serves Kindergarten children to 5th graders.

How will you determine program priority?

In this program we will prioritize enrollment for:

- Families who enroll siblings
- Families who have enrolled in Wah Mei programs this year or last

We will do our best to serve as many families as possible.

Program Cost

The ACE Afterschool Program will cost \$300 per month for 5 days of program or \$220 for 3 days of program. The Early Start option (2:00pm - 6:00pm, 1:00pm - 6:00pm Wednesdays) is \$375 per month for 5 days of program or \$295 for 3 days of program.

August Welcome Weeks & Special Discounted Rates

Wah Mei School recognizes that the start of this new school year will be a challenging one for our participants as they adapt into a changed school routine due to the COVID-19 pandemic. With that in mind, we want to let parents/guardians have a chance to try our ACE Afterschool Program at a special 25% discounted rate: \$120 for 5 days of program or \$55 for 3 days of program for the month of August. Regular tuition rates will begin in September.

August welcome weeks will have program content focusing on social-emotional wellbeing and supporting our participants in transitioning back to school and afterschool activities. Beginning September we will resume with our regular themed based curriculum.

What are the program options?

The ACE Afterschool Program will operate all days SFUSD is in session and we have two program options to choose from:

Regular Program Option: Monday through Friday 2:30 PM - 6:00 PM/ 3 Days or 5 Days

Early Start Option: MTThF 2:00 PM - 6:00 PM & Wednesday 1:00 PM - 6:00 PM/ 3 Days or 5 Days

Is financial aid available?

Financial aid may be available based on need. If your family requires financial assistance to participate in this program, please contact us at ace@wahmei.org.

Payment, Refund, and Cancellation policy

Payment will be processed upon official acceptance into the program. Payments can be made by check, cash, or credit card. The tuition fees for August will be prorated and combined with September's tuition fees. The last payment for this program will be in May 2022, which will also cover June 1st, 2022 the last day of school, at no extra cost. Participants can join the program at any time and we will prorate based on your child/children's start date.

Credit card payments will be processed no later than the 7th of the month. Late fees will be applied after the 7th of the month.

Refunds will not be offered for partial months.

If you wish to discontinue your child/children's participation in the program please submit a two week written notice.

Will each grade have their own class?

The class groupings will depend on registration. We will do our best to divide groups by grade.

Will snacks be provided?

The program will provide snacks such as fruits or crackers every day. All snacks will be nut free. Please include food allergy information on your application.

Will there be an early drop off or late pick up?

The ACE Afterschool program will begin at 2:30 PM which is the time parents/guardians can drop off their child/children. Program ends at 6:00 PM. Late fees will accrue every minute after 6:00 PM at \$2 per minute.

For students who attend Alice Fong Yu and Jefferson Elementary, we will be able to pick them up from school and walk them to site. Families with students who attend other schools are still welcome to join the



afterschool program but would need to arrange their own transportation to Wah Mei or coordinate with us to arrange transportation via Kanga.

Who can pick up my child? Any authorized person over the age of 16. Parents/guardians must include all authorized family members on the registration form.

COVID-19 Health and Safety Considerations

Due to the ever-changing circumstances of the pandemic as it relates to our ACE Afterschool Program and all other programs, Wah Mei School is committed to implementing the necessary Health and Safety Guidelines for our staff and families in accordance with the San Francisco Department of Public Health. Details of our COVID-19 Health and Safety measures can be found in the Parent Guardian Acknowledgement of Risks and Parent Guardian Health and Safety Guidelines provided in the enrollment packet. This program will continue to follow the SF Department of Public Health guidelines which may be subject to change.

What if my child is sick? Children should be kept home if they exhibit any of the following symptoms: Fever, Chills, or Repeated Shaking/Shivering, Cough, Sore Throat, Shortness of Breath, Difficulty Breathing, Feeling Unusually Weak or Fatigued, Loss of Taste or Smell, Muscle pain, Headache Runny or congested nose, or Diarrhea.

Please contact Brian Nguyen at bnguyen@wahmei.org if your child will not be in attendance. For children who are ill during the program, staff will call the parent/guardian for pick up. Any emergencies will be handled accordingly to ensure the health of the child. Please refer to the Parent Guardian Acknowledgement of Risks and Parent Guardian Health and Safety Guidelines provided in the enrollment packet.

Program Content:

Program Structure

Wah Mei staff will provide tutoring, recess, homework support, outdoor time, snacks, and thematic enrichment activities.

Outdoor Time

Our program will have trips to Mother's Meadow located at (573 Martin Luther King Jr Dr, San Francisco, CA 94122) which is within walking distance of Wah Mei School. At the park children will have some time for free play and scheduled activities.

What type of activities are planned?

Our curriculum is designed around themes which keep kids interested and building skills around a specific topic. Activities include STEM projects, community building, Chinese language and culture, arts and crafts, games and songs.

Cantonese Learning Component

Based on the theme of the week, participants will become familiar with Cantonese vocabulary, characters, and speaking practice related to the theme. Activities and day to day instructions will be led in English and Cantonese, students will be encouraged to practice speaking Cantonese though no prior Cantonese language experience is necessary.

Classroom Ratio:

We will have multiple classrooms with a 2 or 3 teachers to 25 student ratio.

Contact Information:

For general questions please email ace@wahmei.org. All other questions and concerns can be directed to Brian Nguyen, Program Manager, at bnguyen@wahmei.org/(415) 234-3308.