

Welcome to iKids U After-School at RES

Dear RES iKids Parents,

Thank you for registering for iKids! We are excited to welcome your child(ren) to the iKids Afterschool Program **starting August 12, 2024**, for the 2024-2025 school year. Here are some important points to review before your child starts the program:

Important Information Forms:

- **Student Forms** | The Student Information Forms were emailed to you from Enrollsy.com. **These forms must be filled out and signed electronically before your child can participate in the program.**
- **Requirement** | Please submit these forms to iKids **before** your child's first participation day. (If you have already completed the forms, please disregard this. Thank you!)

School Dismissal Procedures:

- **Written Notice** | You must send a written note to the school's main office stating which days your child will be participating in the iKids U program.
- **Dismissal Changes** | Any time there is a change in your child's dismissal plan, a written notice must be sent to the school.
- **Deadline** | To ensure timely transportation arrangements, your child's school must receive the transportation notice no later than noon on the day it should take effect.
- **Check Schedule** | If you are unsure of your child's iKids schedule, log into your Enrollsy Parent Portal account using the [Enrollsy Parent Portal](#).

Pick-up Information:

- **Location** | Students must be picked up at the **front** of the school.
- **Pick-Up Times** |
- General Pick-Up: 3:30 PM - 6 PM.
- Stay & Play/One-on-One/Enrichment + Stay & Play: Pick-up by 6 PM; a late fee of \$1 per minute applies after 6 PM.
- Enrichment Only (Part-time): Pick-up by 4 PM to avoid a late fee of \$1 per minute.
- **FetchKids App** | Log into your FetchKids account and select **"Start PickUp"** to notify iKids when you are headed to the school. This ensures a smooth pick-up process.
- **ID Requirement** | Please be prepared to **bring your ID** for the first few weeks until our staff becomes familiar with your faces. If someone different picks up your child, they must bring their ID and be

listed on your Pick-Up Authorization Form. All authorized pick-up persons MUST have the FetchKids app installed on their phone, and you must add each authorized person to your team in the app.

- **Pick-Up Transition** | We kindly ask for your patience during the first few weeks of school as we work to ensure a smooth and efficient pickup process for everyone.

Program Dates:

- **Calendar** | iKids U follows the HISD academic calendar.
- **Enrichment Start** | **All enrichment classes and one-on-one lessons** will begin the **third week of school**.
- **Recommendation** | We recommend sending your student(s) as scheduled to get them used to the program. All students will be included in the Stay & Play program until enrichment classes begin.

Special Daily Instructions:

- **Snacks** | Please **pack a nut-free snack** for your child in their backpack for snack time and send a **labeled water bottle** with your child for outdoor play.
- **Homework** | Send homework for homework assistance time.
- **Reading** | We recommend that older children keep a chapter book in their backpack for daily reading.
- **Personal Items** | Please label all personal items with the student's full name (i.e., water bottles, backpacks, jackets, etc.)
- **Extra Clothing** | Pre-K and Kindergarten students should also have a change of clothes in their backpacks.

Absences and Transportation Changes:

- **Absences** | Please send an email to support@ikidsinc.com if your child is going to be absent from the iKids U program. You can also log into your Enrollsy account to self-report your student's absence. This helps us when checking in children each day.
- **Drop-ins** | Drop-ins, full and extended day, can now be processed as a program add-on through the enrollment form. As a reminder, your child must be enrolled in a minimum of one day per week to participate in drop-in days. (The enrollment link will be available soon)
- **Schedule Changes** | To add, change, or remove a class, email support@ikidsinc.com. Please allow 7 days for processing. A \$15 fee applies.
- **Daily Changes** | Daily change requests must be made before noon each day. This includes transportation changes, drop-ins, and absences.

Medical Action Plans:

- **Severe Allergies/Chronic Conditions** | If your child has a severe allergy or chronic condition requiring immediate care, please provide a signed medical action plan (e.g., FARE form, asthma, diabetes, allergy action plan). This plan outlines emergency procedures.
- **Emergency Medications** | We can administer emergency medications (e.g., EpiPen, inhaler) as directed by the plan, provided they are in the original packaging, clearly labeled, and unexpired.
- **Routine Medications** | Please note that we cannot administer routine medications or those requiring regular monitoring.
- **Submission** | If you identified an allergy on your child's enrollment form, ensure that any required medical action plans and medications are submitted.

iKids Contact Information: If you need to contact us for any reason

- **Email (Preferred)** | support@ikidsinc.com
- **Office Phone** | (713) 665-5200 (Office hours: M-F, 9:30 AM – 2:00 PM)
- **RES On-Site Cell Phone** | (281) 940-5112 (Active M-F, 1:30 PM – 6:30 PM)

Please let us know if you have any questions. We look forward to seeing you soon!

Thank you,

Your iKids U Team