

# ARABIC IMMERSION MAGNET SCHOOL (AIMS)

## AFTER SCHOOL PROGRAM (ASP)

### REGISTRATION GUIDE SPRING 2018

Download complete Registration Packet from <http://www.houstonisd.org/domain/36909>

**NOTE: All Registrations are on a first come first serve basis**

No need to fill out Ext Day Registration Forms if you are currently enrolled in Full or Half Time Ext Day. However, if you do enroll in Enrichment Classes, you must fill out the Master Schedule of Classes indicating your choice of class(es), as well as Page 2. Thank you.

Registration Info	Dates	Where
<b>On Site Early Registration</b> *Register Early-\$15.00 Registration Fee	<b>December 12-21</b> For assistance, you may stop by the ASP Office after 1:30 PM (Mon-Fri)	<b>AIMS ASP Office</b>
<b>Mail In Early Registration</b> U.S. Postmark Date dictates order of your registration (Registration Fee of \$15.00 and is first come first serve.)	<b>December 22 -December 29</b>	<b>CIASP</b> 2020 SW Freeway, Ste. 310 Houston, Tx 77098
<b>Mail In – STILL Early Registration</b> *Register Early-\$15.00 Registration Fee	<b>After December 29 – January 4</b>	<b>CIASP</b> 2020 SW Freeway, Ste. 310 Houston, Tx 77098
<b>On Site Late Registration</b> *Register Late-\$25.00 Registration Fee	<b>Beginning January 8</b> (Registration may be processed for your child to begin by Tuesday, January 9)	<b>AIMS ASP Office</b>
<b>Add-Drop Deadline</b>	<b>Until January 26</b>	<b>AIMS ASP Office</b>
<b>Extended Day</b>	<b>January 8 – June 1</b>	<b>On Site</b>
<b>SPRING 2018 Enrichment Classes</b>	<b>January 16-May 25</b>	<b>On Site</b>

#### After School Ext Day & Enr Options Offered for SPRING 2018:

Option Type	Until?	Cost	Total	Supply Fee (to be paid at time of Registration)	Total	Pymt Schedule
<b>Full Time Ext Day</b>	<b>6:30 PM</b>	<b>\$110.00</b>	<b>\$1100.00</b>	<b>\$50.00</b>	<b>\$1100.00</b>	<b>Bi-Weekly</b>
<b>Half Time Ext Day</b>	<b>5:30 PM</b>	<b>\$103.00</b>	<b>\$1030.00</b>	<b>\$50.00</b>	<b>\$1030.00</b>	<b>Bi-Weekly</b>
<b>Occ Ext Day</b> <b>5 Units</b> 1 Time Supply Fee	<b>6:30 PM</b>	<b>\$60.00</b>	<b>\$60.00</b>	<b>\$35.00</b>	<b>\$95.00</b>	<b>In Full</b>
<b>SPRING Enrichment</b>	<b>4:00-5:00</b> <b>5:05-6:05</b>	See schedule in this packet				<b>4 Month Pymt Plan</b>

**Do not delay...register ASAP so that your services may begin on Monday, January 8.**

#### Extended Day Payment Plan BiWeekly OR 4 Monthly Payments for SPRING 2018:

**Bi Weekly:** At Registration, Jan. 19, Feb. 2, Feb. 16, Mar. 2, Mar 23, Apr. 6, Apr 20, May 4, May 18

**4 Month Payment Plan:** At Registration; Feb. 2, Mar. 2. Apr 6

#### **4 Month Fall Payment Plan for Enrichment Classes - Mandatory**

Spring 2018: At Registration; Feb. 2, Mar. 2. Apr 6

**Make your money order OR check payable to: Arabic Immersion Magnet School**

Any Fall 2017 outstanding balances \$100.00 or greater will be rolled over to the Spring 2018 with a \$25.00 rollover fee assessed. Any Spring 2018 outstanding balances \$100 or greater remaining after May 25 will be rolled over to the Fall 2018 with a \$25.00 rollover fee.

Questions: Contact Sylvia Ponce de Leon, Director: [ciasp2@sbcglobal.net](mailto:ciasp2@sbcglobal.net) OR 713-529-3507  
OR

Contact Lisa Lopez, Coordinator: [aimspcoordinator@sbcglobal.net](mailto:aimspcoordinator@sbcglobal.net)

**ARABIC IMMERSION MAGNET SCHOOL (AIMS)**  
**AFTER SCHOOL PROGRAM**  
**EXTENDED DAY AND ENRICHMENT OPTIONS    SPRING 2018**

<b>Full, Half, Occasional &amp; Early Dismissal Extended Day Extended Day Program (√ Select One Option)</b> If you are currently registered for Full Time or Half Time Extended Day, you do not have to fill out this form. A Registration Fee is only assessed if you make any changes to your current account (i.e. if you register for Enrichment Classes). Also, if you wish to withdraw during the school year, please submit in writing a request for withdrawal. If you wish to reinstate, there is a \$25.00 reinstatement fee.					
<b>Full &amp; Half Time Extended Day Bi Weekly Payment Plan (check one √)</b>					
Full Time Ext Day 3:35-6:30		Be sure to include the \$50.00 Supply Fee with your 1 <sup>st</sup> payment			
Half Time Ext Day 3:35-5:30		Be sure to include the \$50.00 Supply Fee with your 1 <sup>st</sup> payment			
<b>Full &amp; Half Time Extended Day – 4 Payment Plan (Note the \$50.00 Supply Fee)</b>					
Full Time Ext Day 3:35-6:30 /4 Pymts		Be sure to include the \$50.00 Supply Fee with your 1 <sup>st</sup> payment			
Half Time Ext Day 3:35-5:30 /4 Pymts		Be sure to include the \$50.00 Supply Fee with your 1 <sup>st</sup> payment			
<b>Occasional Ext Day – A One Time Supply Fee of \$35.00 is to be included in the first set of your Occ Ext Day Purchase</b>					
	√5 Units	√10 Units	√15 Units	√20 Units	√25 Units
Full Time Occ Ext Day 3:35-6:30	\$65.00	\$130.00	\$195.00	\$260.00	\$325.00
Half Time Occ Ext Day 3:35-5:30	\$60.00	\$120.00	\$180.00	\$240.00	\$300.00
<b>Bridge to Enrichment</b>					
Bridge to Enrichment	\$70.00	Bridge of Time to cover supervision should you enroll <b>ONLY</b> in an Enrichment Class with a start time of 4:35 or after.			

**Tuition & Fees**

**Total Cost**

- |  |   |                              |
|--|---|------------------------------|
| A. Full Time Ext Day                   | \$ _____  | Minimum due: \$110.00        |
| Half Time Ext Day                      | \$ _____  | Minimum due: \$103.00        |
| Occ Ext Day (pay in full)              | \$ _____  | # of Units: 5 10 15 20 25    |
|  |   |                              |
| B. Supply Fee: Full, Half Time Ext Day | \$ <u>50.00</u>                                   | Total due – (pay in full)    |
| Occ Ext Day                            | \$ <u>35.00</u>                                   | Total due – (pay in full)    |
|  |   |                              |
| C. Enrichment: Class Tuition Total     | \$ _____  | Minimum of ¼ Tuition Total   |
| Class Supply Fee                       | \$ _____  | Total is due – (pay in full) |
|  |   |                              |
| D. Registration Fee: Early OR Late     | \$ <u>15.00 OR \$25.00</u>                        | Total is due – (pay in full) |
|  |   |                              |
| D. Total AMOUNT                        | \$ _____  |                              |
|  |   |                              |
| E. <b>Payment Enclosed</b>             | <b>\$ _____</b>                                   | (Check Number: _____)        |
|  |   |                              |
| F. _____                               | I will be submitting my payment via schoolpay.com |                              |

Parent's Name: \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

# ARABIC IMMERSION MAGNET SCHOOL

## MASTER SCHEDULE OF ENRICHMENT CLASSES SPRING 2018

### Classes begin the Week of January 16 (Tuesday)

NOTE! NOTE! NOTE! NOTE! NOTE!

**1st/2nd/3rd Choices:** Please select 1st/2nd/3rd choices based on per day per time slot as your 1st choice may have reached its maximum enrollment.

In the Fall, there are 13 weeks of Enrichment Classes. There are 18 weeks of Enrichment Classes in the Spring Semester.

**NOTE: \*\*\*See course descriptions for important information regarding extra costs. In addition, if there are additional costs, the Providers will notify you.**

#### CHOICES ✓

1st	2nd	3rd	Course Name	Time	Day	Grade	Crse#	Tuition	Fees	Teacher
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Debka on Monday	4:00	Mon	K-2	02	\$235.00	\$30.00	Awad
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Journey Around the World through Art	4:00	Mon	PK-2	03	\$210.00	\$25.00	Alsayed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Martial Arts/Beginners &	4:00	Mon	PK-2	04	\$325.00	\$35.00	Mini Stars
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Little Med School	5:05	Mon	PK-2	05	\$280.00	\$15.00	Little Med School
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	An Engineering World (STEM)	4:00	Tues	PK-2	06	\$300.00	\$0.00	Engineering for Kids
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	ArtSmart-Early Childhood Art	4:00	Tues	PK-K	07	\$290.00	\$40.00	City ArtWorks
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Getting Ready Art	4:00	Tues	PK-2	08	\$345.00	\$0.00	Monart School of Art
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Percussion & Ethnomusicology for	4:00	Tues	PK-2	09	\$250.00	\$20.00	Hunter
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soccer Clinics	4:00	Tues	PK-2	10	\$270.00	\$5.00	Mini Stars
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Art After School: Multimedia	5:05	Tues	1-2	11	\$290.00	\$40.00	City ArtWorks
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Percussion & Ethnomusicology for	5:05	Tues	PK-2	12	\$250.00	\$20.00	Hunter
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chess Instruction with USA Chess/K-2	4:00	Wed	K-2	13	\$270.00	\$5.00	Active Learning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Debka on Wednesday	4:00	Wed	K-2	14	\$250.00	\$30.00	Awad
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mad Science	4:00	Wed	PK-1	15	\$300.00	\$0.00	Mad Science of Houston
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Musical Theater	4:00	Wed	K-2	16	\$290.00	\$25.00	HITS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Piano (Private) @ W4:00	4:00	Wed	PK-2	17	\$585.00	\$35.00	VIVO Professional Music
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Piano (Private) @ W4:35	4:35	Wed	PK-2	18	\$585.00	\$35.00	VIVO Professional Music
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Piano (Private) @ W5:10	5:10	Wed	PK-2	19	\$585.00	\$35.00	VIVO Professional Music
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Piano (Private) @ W5:45	5:45	Wed	K-5	20	\$585.00	\$35.00	VIVO Professional Music
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bucket Drumming and Recycled	4:00	Thur	PK-2	21	\$250.00	\$25.00	Hunter
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Eng, Science and CSI	4:00	Thur	PK-2	22	\$340.00	\$0.00	Camp Einstein
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Outdoor Sports	4:00	Thur	PK-2	23	\$270.00	\$5.00	Mini Stars
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yoga for Kids	4:00	Thur	PK-2	24	\$270.00	\$5.00	Mini Stars
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bucket Drumming and Recycled	5:05	Thur	PK-2	25	\$250.00	\$25.00	Hunter
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Poetic Games	5:05	Thur	K-2	26	\$315.00	\$0.00	Accelerated Literacy Learning
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spanish for Life 2 - For Former	4:00	Fri	K-1	28	\$290.00	\$5.00	Coloquia Language Arts
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Piano (Private) @ F4:00 (closed)	4:00	Fri	PK-2	29	\$550.00	\$35.00	VIVO Professional Music
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Piano (Private) @ F4:35 (closed)	4:35	Fri	PK-2	30	\$550.00	\$35.00	VIVO Professional Music
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Piano (Private) @ F5:10 (closed)	5:10	Fri	PK-2	31	\$550.00	\$35.00	VIVO Professional Music
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Piano (Private) @ F5:45	5:45	Fri	PK-2	32	\$550.00	\$35.00	VIVO Professional Music

Student's Name \_\_\_\_\_

Total \_\_\_\_\_  
 Tuition (B) Fees (C)

# ARABIC IMMERSION MAGNET SCHOOL

## DESCRIPTION OF ENRICHMENT CLASSES SPRING 2018

Classes begin the Week of January 16 (Tuesday)

**The Schedule below is sorted by ABC Order.**

### **An Engineering World (STEM)** Grade Level **PK-2** Day **Tues** Time **4:00-5:00** Min/Max **4/20**

#### **Course Description**

Two courses in one semester!

STEM, especially Engineering is Everywhere! For half of the semester explore engineering in the Engineering For Kids STEM Club. Students are introduced to a new, hands-on, STEM learning lesson every week from various engineering disciplines. For each lesson, students focus on developing problem solving, critical thinking and peer collaboration skills using the Engineering Design Process. These life skills provide students with the confidence to approach challenges in their lives and realize that they can succeed.

And the other half of the semester: LEGO Robotics Engineering: we will use LEGO® WeDo Educational kits and software with laptops, as we learn how to create and program robots you can relate to (animals, vehicles, etc)! Tuition fee already includes the supply fee!

#### **Teacher Description**

Engineering For Kids, Greater Houston Area owners are parents with degrees and real-world experience in engineering, science, and teaching, looking to make a difference in your child's life by exposing them to the World of Engineering and Making STEM Careers Come Alive! Engineering For Kids is an educational brain sport, offering high interest, hands-on, brains-on courses! Your children will further develop their critical thinking and problem solving skills at such a young age. We build engineers, not just robots. For additional information, including owner and instructor bios, please visit

[www.engineeringforkids.com/GreaterHouston](http://www.engineeringforkids.com/GreaterHouston)

### **Art After School: Multimedia** Grade Level **1-2** Day **Tues** Time **5:05-6:05** Min/Max **5/15**

#### **Course Description**

Investigate the visual arts through hands-on art making, while learning about various artists, art movements, and art techniques. Time-tested lessons are structures to achieve a creative goal in a fun educational environment. The course content and inspirational images change each semester, allowing students to explore art on a continual basis without repetition. Students will work with a range of materials and techniques including drawing, painting, printmaking, and sculpture.

#### **Teacher Description**

City ArtWorks engages trained art instructors to teach their curriculum-based Art After School program. City ArtWorks is a nonprofit arts education organization based in Houston since 1982. Their programs serve approximately 50 elementary and middle schools in five school districts in the greater Houston area.

### **ArtSmart-Early Childhood Art** Grade Level **PK-K** Day **Tues** Time **4:00-5:00** Min/Max **5/15**

#### **Course Description**

ArtSmart is an early learning program that introduces young children to art by letting their natural creative abilities unfold in a fun environment. While students explore color, texture, shapes, and different types of art materials, they learn to freely express their feeling and ideas through art projects. ArtSmart is designed to help children develop fine motor skills, perceptual thinking, and creative problem solving while building an appreciation of art. Students will work with a range of art materials and techniques tailored to their specific developmental level.

#### **Teacher Description**

City ArtWorks engages trained art instructors to teach their ArtSmart program. The lesson plans are age-appropriate, theme-based, and change periodically from semester to semester. City ArtWorks is a nonprofit arts education organization based in Houston since 1982. Their programs serve approximately 50 elementary and middle schools in five school districts in the greater Houston area.

### **Bucket Drumming and Recycled** Grade Level **PK-2** Day **Thur** Time **4:00-5:00** Min/Max **5/16**

#### **Course Description**

This class will focus on rudimental drumming applied to five-gallon buckets. We will learn common drum beats from jazz, pop, hip-hop and funk. We'll also create our own percussion instruments with recycled materials. Although this curriculum uses utility buckets, don't be misled--we will be learning about traditional stick handling techniques and fundamental sticking patterns! Joining this class will automatically make those enrolled part of a performance group, and all students will receive a t-shirt and a pair of drumsticks.

#### **Teacher Description**

Mr. John Hunter is a Faculty Member at AIMS. He graduated with a Bachelor of Science in Liberal Studies and Psychology from Point Park University in Pittsburgh and in 2016 with a Master of Arts in Arts Leadership at the University of Houston. At AIMS, he serves as an enrichment teacher of music and rhythm with emphasis on the Arabic darbuka, a chief percussion instrument of Middle Eastern music. I worked as a private music instructor at Music & Arts and Vivaldi Music Academy in Houston and have over ten years of private teaching experience on the drum set and other percussion instruments. I want to offer these after school classes to go deeper into rhythms and instruments of various traditional cultures. We will create arrangements with instruments like darbuka, conga, snare drums, cowbells, drum set, and frame drums. This will be a fun inquiry into ethnomusicology and performance for young students, beyond what is covered in the school enrichment course.

## **Bucket Drumming and Recycled** Grade Level **PK-2** Day **Thur** Time **5:05-6:05** Min/Max **5/16**

### Course Description

This class will focus on rudimental drumming applied to five-gallon buckets. We will learn common drum beats from jazz, pop, hip-hop and funk. We'll also create our own percussion instruments with recycled materials. Although this curriculum uses utility buckets, don't be misled—we will be learning about traditional stick handling techniques and fundamental sticking patterns! Joining this class will automatically make those enrolled part of a performance group, and all students will receive a t-shirt and a pair of drumsticks.

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## **Chess Instruction with USA Chess/K-2** Grade Level **K-2** Day **Wed** Time **4:00-5:00** Min/Max **8/32**

### Course Description

Children of all ages and abilities will be taught the game of chess from experienced tournament players. Lessons are tailored to the abilities of the class. Beginners will be taught the basics (how the pieces move, the rules, etc.) while more experienced players will be given problems to solve, lessons in tactics, checkmates, openings, etc. Children will be split into groups by ability if more than 20 children enroll.

### Teacher Description

Active Learning has been teaching children chess and game design for over 17 years! Our experienced instructors been specially trained to teach our custom curriculum many with years of experience!

## **Debka on Monday** Grade Level **K-2** Day **Mon** Time **4:00-5:00** Min/Max **10/30**

### Course Description

This class is an intensive Debka Class. This will focus more on the Palestinian and Lebanese Techniques.

### Teacher Description

Ms. Awad has specialized in Debka for 11 years. She is the instructional and technical dance teacher at AIMS.

## **Debka on Wednesday** Grade Level **K-2** Day **Wed** Time **4:00-5:00** Min/Max **10/30**

### Course Description

This class is an intensive Debka Class. This will focus more on the Palestinian and Lebanese Techniques.

### Teacher Description

Ms. Awad has specialized in Debka for 11 years. She is the instructional and technical dance teacher at AIMS.

## **Eng, Science and CSI** Grade Level **PK-2** Day **Thur** Time **4:00-5:00** Min/Max **8/15**

### Course Description

In this class, explore topics in Engineering, Science and CSI Investigation. Design propeller cars and roller coasters. Explore volcanoes and build a rocket to launch into the sky. Become a CSI Investigator and solve a mystery using blood and DNA analysis. This is the perfect class for the curious minded student who loves to build, create and see how things work!

### Teacher Description

Camp Einstein was formed in Houston, TX by a group of educators and technology professionals. Our staff is committed to providing a world class curriculum for children ages 5-12. We deliver a hands-on, minds-on enrichment experience in a fun and creative way. Camp Einstein classes evoke imagination and discovery through scientific projects. Our unique curriculum is just as entertaining as it is educational. At Camp Einstein, campers are engaged in hands-on lessons and are motivated to use their critical thinking skills while learning principles central to engineering, the earth, and the physical sciences. We offer after-school enrichment classes, summer and winter camps, birthday parties, and workshops. We are proud to be serving the creative little minds of Texas!

## **Getting Ready Art** Grade Level **PK-2** Day **Tues** Time **4:00-5:00** Min/Max **8/20**

### Course Description

An introduction to representational drawing geared to the attention span and motor coordination of 4-8 year old students. Students learn to recognize the elements of shape. This program has the progressive curriculum. It is structured to give enough structure to succeed and enough freedom to express. The curriculums for the 1st semester will be handed out in the first class. All art work will be placed into their individual portfolios along with a progress report and be handed back at the last class.

### Teacher Description

The Monart school of art has been serving Houston for over 8 years. We pride ourselves in teaching free hand drawing with a progressive and unique step-by-step drawing curriculum. Monart teachers have been trained in the "Monart" methodology, which was founded by Ms. Mona Brooks, the author of teaching children how to draw; our core strength is that children learn how to break down any image into simple elements and draw them independently. Along with excellent art skills, they have a passion to teach. They are patient and work well with all students to help them overcome their difficulties.

## **Journey Around the World through Art** Grade Level **PK-2** Day **Mon** Time **4:00-5:00** Min/Max **6/14**

### Course Description

Students will create their artist "passport", decorating it themselves. At the end of each class the students will spin the globe and randomly pick a country or region to study followed up by learning about the native art techniques or styles/ subjects. (for example if we landed on Egypt we would create 3D pyramid and embellish them with Hieroglyphics.) Then at the end of class, students will include their artwork in their passport. By the end of the semester their passports will be filled with information about the countries they will have studied. While learning about different mediums in art, they will also gain an understanding about international artists and customs.

### Teacher Description

Ms. Rima Alsayed is a Faculty Member at AIMS. She graduated from the University of Houston with a Bachelors of Science in Elementary Education, currently obtaining her Masters at U of H in Public Policy and Social Work and is certified to teach art ages Pre-K to 12th grade.. She has 4 years teaching experience in grades 1st-3rd and is currently the Yoga and Wellness Teacher at AIMS as well as Art for Pre-K. Her passion is to help enable students' creativity and self-expression.

## **Little Med School** Grade Level **PK-2** Day **Mon** Time **5:05-6:05** Min/Max **6/12**

### Course Description

At Little Medical School®, we understand kids love to dress up and play doctor. That's why we've created a fun and exciting program to help elementary and middle school aged students explore the world of medicine. A trained teacher who can assist each child individually as well as groups lead our small classes. Through interactive learning, kids will discover how the body and organs work, how to use medical instruments, administer first aid and even tie knots like a real surgeon. Each child will receive a working stethoscope to take home and a diploma as a graduate of the Little Medical School® after completion of the course. NOTE: ONLY children 4 yrs and over.

### Teacher Description

Little Medical School® brings medicine, science and the importance of health to children in an entertaining, exciting and fun way. Let your child come and experience Little Medical School®, where we are inspiring tomorrow's healthcare professionals today. Little Medical School® brings medicine, science and the importance of health to children in an entertaining, exciting and fun way. Our educational enrichment programs provide a fun, innovative, and engaging curriculum. We create an opportunity to experience role playing using tools that real doctors use. All of our curriculum is aligned with STEM objectives.

## **Mad Science** Grade Level **PK-1** Day **Wed** Time **4:00-5:00** Min/Max **8/15**

### Course Description

Dust off those lab coats and put on your goggles. It is time for Science....Mad Science! Students will learn Science through fun, hands-on classes filled with exciting experiments and interactive demonstrations. Each week children will cover a different science topic and take projects so they continue to have fun at home.

### Teacher Description

Mad Science of Houston has over 25 instructors on staff. All instructors go through DPS FAST Background checks. They all have paid experience working with children, have out going personalities and are specially trained to make science fun and educational.

## **Martial Arts/Beginners & Intermediate\*\*\*** Grade Level **PK-2** Day **Mon** Time **4:00-5:00** Min/Max **8/15**

### Course Description

Martial arts is a way to instill discipline in children in a fun atmosphere. While doing martial arts they will learn the basic techniques of striking, kicking, leg kicks, sweeps, punches, slaps, evasion tactics, footwork, and specific kinds of stances that reflect defensive or attacking positions. In practicing these techniques children learn the basics of discipline that is the true art form of martial arts as well as respect.

### Teacher Description

Mini Star's focus is on developing skills directed toward the sport/fitness class they are engaging in. The challenge and excitement of playing games keeps the learning fun. As they are having fun, the students are introduced to the rules of the sport/fitness class they are engaged in.

## **Musical Theater** Grade Level **K-2** Day **Wed** Time **4:00-5:00** Min/Max **10/15**

### Course Description

This class will incorporate acting, dancing and singing, culminating with a final performance at the end of the semester.

### Teacher Description

HITS has been a theatre in the Heights for over 25 years. HITS has been helping students achieve life skills through stage skills, addressing the need for a quality performing arts education while providing a nurturing and affirming environment for young people to learn and grow as performers and individuals. HITS Theatre is a nonprofit organization with two major goals for children in the arts: education and performance. However, a HITS education involves much more than learning to sing, dance and act. It helps transform students into disciplined team players, creative thinkers, and confident communicators. While many of our alumni have gone on to careers in the performing arts, many more have used the life skills and confidence they developed at HITS to become successful in other careers, including medicine, law and business.

## **Outdoor Sports** Grade Level **PK-2** Day **Thur** Time **4:00-5:00** Min/Max **8/15**

### Course Description

In this class a variety of outdoor sports such as Fun Flag Football, Softball/Baseball, Soccer and Basketball will be taught.

### Teacher Description

Mini Star's focus is on developing skills directed toward the sport/fitness class they are engaging in. The challenge and excitement of playing games keeps the learning fun. As they are having fun, the students are introduced to the rules of the sport/fitness class they are engaged in.

## **Percussion & Ethnomusicology for Primary** Grade Level **PK-2** Day **Tues** Time **4:00-5:00** Min/Max **5/16**

### Course Description

This after school percussion class will explore music and instruments of the Middle East, Brazil, West Africa, the West Indies, and more. We will create arrangements with that are nuanced, rhythmically and dynamically. In addition to having opportunities to play and create on instruments, students will also explore cultural milieu from which these music and instrumental styles emerge, making this class a kid-friendly anthropological exploration through the lens of music. All students enrolled will receive an T-Shirt.

### Teacher Description

Mr. John Hunter is a Faculty Member at AIMS. He graduated with a Bachelor of Science in Liberal Studies and Psychology from Point Park University in Pittsburgh and in 2016 with a Master of Arts in Arts Leadership at the University of Houston. At AIMS, he serves as an enrichment teacher of music and rhythm with emphasis on the Arabic darbuka, a chief percussion instrument of Middle Eastern music. I worked as a private music instructor at Music & Arts and Vivaldi Music Academy in Houston and have over ten years of private teaching experience on the drum set and other percussion instruments. I want to offer these after school classes to go deeper into rhythms and instruments of various traditional cultures. We will create arrangements with instruments like darbuka, conga, snare drums, cowbells, drum set, and frame drums. This will be a fun inquiry into ethnomusicology and performance for young students, beyond what is covered in the school enrichment course.



## **Percussion & Ethnomusicology for Primary** Grade Level **PK-2** Day **Tues** Time **5:05-6:05** Min/Max **5/16**

### Course Description

This after school percussion class will explore music and instruments of the Middle East, Brazil, West Africa, the West Indies, and more. We will create arrangements with that are nuanced, rhythmically and dynamically. In addition to having opportunities to play and create on instruments, students will also explore cultural milieu from which these music and instrumental styles emerge, making this class a kid-friendly anthropological exploration through the lens of music. All students enrolled will receive an T-Shirt.

### Teacher Description

Mr. John Hunter is a Faculty Member at AIMS. He graduated with a Bachelor of Science in Liberal Studies and Psychology from Point Park University in Pittsburgh and in 2016 with a Master of Arts in Arts Leadership at the University of Houston. At AIMS, he serves as an enrichment teacher of music and rhythm with emphasis on the Arabic darbuka, a chief percussion instrument of Middle Eastern music. I worked as a private music instructor at Music & Arts and Vivaldi Music Academy in Houston and have over ten years of private teaching experience on the drum set and other percussion instruments. I want to offer these after school classes to go deeper into rhythms and instruments of various traditional cultures. We will create arrangements with instruments like darbuka, conga, snare drums, cowbells, drum set, and frame drums. This will be a fun inquiry into ethnomusicology and performance for young students, beyond what is covered in the school enrichment course.

## **Piano (Private) @ F4:00 (closed)** Grade Level **PK-2** Day **Fri** Time **4:00-4:30** Min/Max **1/1**

### Course Description

In a weekly 30-minute music lesson, students will receive one-on-one instruction in fundamental instrument techniques, notes reading and start to interpret the pieces with their own ideas and understandings. In addition to traditional one-on-one and group instrumental lessons, our curriculum includes music theory, ear training, sight-reading, technique, and music history. **NOTE: The \$35.00 Fee is for materials for the class. An additional Recital Fee will be assessed once plans are finalized by VIVO. You will be notified of this by VIVO later in the semester.**

### Teacher Description

Vivo Professional Music School Houston takes pride in offering the most professional music education in Houston with a comprehensive education for students of all ages. At Vivo, we seek not just to provide instruction, but also to create a musical community for our students. Feel free to visit our website: <http://vivoschoolhouston.com>

## **Piano (Private) @ F4:35 (closed)** Grade Level **PK-2** Day **Fri** Time **4:35-5:05** Min/Max **1/1**

### Course Description

In a weekly 30-minute music lesson, students will receive one-on-one instruction in fundamental instrument techniques, notes reading and start to interpret the pieces with their own ideas and understandings. In addition to traditional one-on-one and group instrumental lessons, our curriculum includes music theory, ear training, sight-reading, technique, and music history. **NOTE: The \$35.00 Fee is for materials for the class. An additional Recital Fee will be assessed once plans are finalized by VIVO. You will be notified of this by VIVO later in the semester.**

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## **Piano (Private) @ F5:10 (closed)** Grade Level **PK-2** Day **Fri** Time **5:10-5:40** Min/Max **1/1**

### Course Description

In a weekly 30-minute music lesson, students will receive one-on-one instruction in fundamental instrument techniques, notes reading and start to interpret the pieces with their own ideas and understandings. In addition to traditional one-on-one and group instrumental lessons, our curriculum includes music theory, ear training, sight-reading, technique, and music history. **NOTE: The \$35.00 Fee is for materials for the class. An additional Recital Fee will be assessed once plans are finalized by VIVO. You will be notified of this by VIVO later in the semester.**

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## **Piano (Private) @ F5:45** Grade Level **PK-2** Day **Fri** Time **5:45-6:15** Min/Max **1/1**

### Course Description

In a weekly 30-minute music lesson, students will receive one-on-one instruction in fundamental instrument techniques, notes reading and start to interpret the pieces with their own ideas and understandings. In addition to traditional one-on-one and group instrumental lessons, our curriculum includes music theory, ear training, sight-reading, technique, and music history. **NOTE: The \$35.00 Fee is for materials for the class. An additional Recital Fee will be assessed once plans are finalized by VIVO. You will be notified of this by VIVO later in the semester.**

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## **Piano (Private) @ W4:00** Grade Level **PK-2** Day **Wed** Time **4:00-4:30** Min/Max **1/1**

### Course Description

In a weekly 30-minute music lesson, students will receive one-on-one instruction in fundamental instrument techniques, notes reading and start to interpret the pieces with their own ideas and understandings. In addition to traditional one-on-one and group instrumental lessons, our curriculum includes music theory, ear training, sight-reading, technique, and music history. **NOTE: The \$35.00 Fee is for materials for the class. An additional Recital Fee will be assessed once plans are finalized by VIVO. You will be notified of this by VIVO later in the semester.**

### Teacher Description

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## **Piano (Private) @ W4:35** Grade Level **PK-2** Day **Wed** Time **4:35-5:05** Min/Max **1/1**

### Course Description

In a weekly 30-minute music lesson, students will receive one-on-one instruction in fundamental instrument techniques, notes reading and start to interpret the pieces with their own ideas and understandings. In addition to traditional one-on-one and group instrumental lessons, our curriculum includes music theory, ear training, sight-reading, technique, and music history. **NOTE: The \$35.00 Fee is for materials for the class. An additional Recital Fee will be assessed once plans are finalized by VIVO. You will be notified of this by VIVO later in the semester.**

### Teacher Description

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**Piano (Private) @ W5:10** Grade Level **PK-2** Day **Wed** Time **5:10-5:40** Min/Max **1/1**

Course Description

In a weekly 30-minute music lesson, students will receive one-on-one instruction in fundamental instrument techniques, notes reading and start to interpret the pieces with their own ideas and understandings. In addition to traditional one-on-one and group instrumental lessons, our curriculum includes music theory, ear training, sight-reading, technique, and music history. **NOTE: The \$35.00 Fee is for materials for the class. An additional Recital Fee will be assessed once plans are finalized by VIVO. You will be notified of this by VIVO later in the semester.**

Teacher Description

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**Piano (Private) @ W5:45** Grade Level **K-5** Day **Wed** Time **5:45-6:15** Min/Max **1/1**

Course Description

In a weekly 30-minute music lesson, students will receive one-on-one instruction in fundamental instrument techniques, notes reading and start to interpret the pieces with their own ideas and understandings. In addition to traditional one-on-one and group instrumental lessons, our curriculum includes music theory, ear training, sight-reading, technique, and music history. **NOTE: The \$35.00 Fee is for materials for the class. An additional Recital Fee will be assessed once plans are finalized by VIVO. You will be notified of this by VIVO later in the semester.**

Teacher Description

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**Poetic Games** Grade Level **K-2** Day **Thur** Time **5:05-6:05** Min/Max **7/10**

Course Description

Students who attend this class will write poems while playing with language, rhythm, rhyme, imagery, shape and form. Poetic license gives them the freedom to cruise with the beat as they express their inner feelings and thoughts through the written word.

Teacher Description

Aysen Fehime Dogan holds a bachelor's degree from Çukurova University in Turkey and master's degree from The University of Houston at Clear Lake, both in Early Childhood Education. In HISD, Aysen worked as an intern held in K-1 classrooms, teaching literacy to students through play in a Pre-K program. As a Purple Songs Can Fly consultant, Aysen worked with children who are cancer survivors, guiding them to tell their stories through writing their own lyrics and music. She also taught homeless preschool children at the House of Tiny Treasures. As a literacy consultant for Accelerated Literacy Learning, Aysen provides on-site professional development for HISD schools. She co-facilitated two summer institutes for teachers in Houston. In addition, she worked with A.L.L.'s director, Susan Radley Brown, in San Diego, teaching poetry to high school students in the Juvenile Courts and Community Schools. Aysen enjoys working with young children and she wants to teach them how to express their feelings through poetry.

**Soccer Clinics** Grade Level **PK-2** Day **Tues** Time **4:00-5:00** Min/Max **8/15**

Course Description

This class teaches the students the game of soccer and gives them an understanding of the rules. It helps them develop fundamental skills needed in the game as well as adding a good form of exercise to their day. Technique is emphasized more as the student learns to master more difficult maneuvers. The challenge and excitement of the games keeps learning fun! Soccer will help the students better their foot skills, balance, coordination, agility, and most importantly, their team work skills. Main topics in Soccer Clinics (dribbling, passing, footskills, turning, shooting ) confidence on the ball.

Teacher Description

Mini Star's focus is on developing skills directed toward the sport/fitness class they are engaging in. The challenge and excitement of playing games keeps the learning fun. As they are having fun, the students are introduced to the rules of the sport/fitness class they are engaged in.

**Spanish for Life 2 - For Former Students** Grade Level **K-1** Day **Fri** Time **4:00-5:00** Min/Max **6/15**

Course Description

This course is for students who have completed the Spanish for Life 1 Course during the Fall semester, have studied Spanish before, and/or speak Spanish at home. This course is a continuation of last year beginners course. Our program is based on the Texas Spanish program. This course approach is conversational from the beginning. Children will be encouraged to use the acquired vocabulary in short dialogues and more complex sentences trying to communicate during the whole class only in Spanish. We will cover a wide range of vocabulary sprinkled with basic grammar and we will gradually take your child to a conversational stage. We aim to prepared children to be successful in the Spanish Subject in middle and high school. Your child will learn to communicate in the Spanish language through dialogues, readings, listenings, writings, rhymes, games, songs, stories and more.

Teacher Description

Coloquia Arts, is a division of Coloquia Language Arts, a Houston based company formed in early 2003. Our mission is to provide outstanding Language training and art courses for School programs, corporations, and individuals, facilitating the interaction of cultures from all over the world. Coloquia's instructors are multi-lingual and multi-cultural ensuring the students get exposed to cultural influences. All of our instructors are professionals who have undergone extensive training in the methods of teaching.



## ***Yoga for Kids*** Grade Level **PK-2** Day **Thur** Time **4:00-5:00** Min/Max **8/15**

### **Course Description**

*Yoga for children is full of very fun lessons integrating a mix of yoga poses (Asanas), games and improvisation where the goals are:*

- to have a positive effect on the academic achievement, general health, personal attributes, and relationships of students.*
- that each class is accompanied by other elements such as music and games.*
- to learn techniques for self-health, relaxation, and inner fulfillment. Yoga at an early age encourages self-esteem and body awareness.*
- to enhance flexibility, strength and coordination. In addition, their concentration and sense of calmness and breath awareness improves.*
- to use improvisation, animal adaptations, story telling and visualizations for a more fun and dynamic lesson.*
- to think of our self as a facilitator rather than a teacher.*
- to have fun, feel good and remember to enjoy the moment.*

### **Teacher Description**

*Mini Star's focus is on developing skills directed toward the sport/fitness class they are engaging in. The challenge and excitement of playing games keeps the learning fun. As they are having fun, the students are introduced to the rules of the sport/fitness class they are engaged in.*

**ARABIC IMMERSION MAGNET SCHOOL (AIMS)**  
**AFTER SCHOOL PROGRAM (ASP)**  
**Contract Agreement/Safety Plan    SPRING 2018**

1. **REGISTRATION FOR EXTENDED DAY:** Registration in the Spring 2018 **Extended Day Program** (Jan 8-June 1) begins Wednesday, Dec. 12. Tuition and fees are not prorated after the Add/Drop deadline of Jan. 26. Only 2 changes are permitted during the Add/Drop. **I understand that my registration is ONLY valid if I have paid out all prior balances owed to the school.** Furthermore, I understand the following:
  - If I submit my registration after Jan. 7, I will be assessed a Late Registration Fee of \$25.00.
  - If I submit my registration on or after Jan. 4 my registration may be processed for services to begin by Tuesday, Jan. 9.
  - I must make other arrangements for After School until my child's registration has been processed.
  - **In addition, NO refunds will be assessed in the event of HISD canceling after-school activities for inclement weather or any other extenuating circumstances.**
  - The entire cost of the class is to be paid in full by the due dates, as listed on the cover page of this packet.
2. **REGISTRATION FOR ENRICHMENT CLASSES:** Enrichment Classes are scheduled to begin the week of Jan. 16 (Tuesday). Add/Drop Deadline is Jan. 26. After the Add/Drop Deadline, there are no prorations or refunds should you drop a class. The entire cost of the class is to be paid in full by the due dates, as listed on the cover page of this packet.
3. **NOTIFICATION TO AIMS IF MY CHILD'S AFTER SCHOOL PLAN CHANGES:** It is my responsibility to inform in writing (written note or email to: [molivas@houstonisd.org](mailto:molivas@houstonisd.org) AND [aimspcoordinator@sbcglobal.net](mailto:aimspcoordinator@sbcglobal.net)) that my child will not attend the after school program on any day you plan to pick up at the school's dismissal. Otherwise, the school expects your child to attend the after school program, according to your Ext Day Option (Full Time, Half Time, Enrichment). Again, there are no prorations if your child does report to Ext Day on any given day.
4. **NOTIFICATION TO AIMS FOR MY CHILD TO ATTEND AFTER SCHOOL IF MY CHILD IS ENROLLED IN OCCASIONAL EXTENDED DAY:** If I have enrolled my child in Occasional Extended Day, I will notify in writing (written note or email to: [molivas@houstonisd.org](mailto:molivas@houstonisd.org) AND [aimspcoordinator@sbcglobal.net](mailto:aimspcoordinator@sbcglobal.net)) each time my child is to attend the after school program.
5. **SIGN OUT:** I will sign out my child from an After School Staff Member each day. If my child is enrolled ONLY in Enrichment Classes, I will sign out my child from an After School Staff Member located in the front office at the time the Enrichment Class ends. **SHOWING PHOTO ID IS MANDATORY UPON REQUEST.**
6. **LATE PICK UP:**
  - If my child is enrolled in **Full Time Extended Day** and is picked up after 6:30 PM I understand I will be assessed a late pickup fee of **\$2.00/ per minute.**
  - If my child is enrolled ONLY IN AN ENRICHMENT CLASS AND I am late picking up my child by the end of class time, I understand I may be assessed a late pick up fee of \$2.00/minute. If I am late more than 6 minutes, I have the option of purchasing Occ Extended Day of **5-Units** which will provide supervision until 6:30 PM. 1 Unit from this card will be used for the late pick up of the day I purchase this option and I understand that I will have 4 Units remaining. After 6:30 PM, I will be assessed a fee of \$2.00/minute.
  - After the 5th late pick-up I may be asked to make other arrangements for After School Services.
  - The official time for our after school program will be gauged by the clock located in the school office.
  - **Please Note: If late pick-up fees are not paid within 24 hours, the fee is automatically doubled** (Check or money order only)
7. **EXT DAY & ENRICHMENT TIMES:** I understand that the times of the Enrichment Classes are: 4:00 – 5:00 or 5:05-6:05 OR 4:00-4:30; 4:35-5:05; 5:10-5:40; 5:45-6:15 and the hours of Extended Day are: **Full Time Extended Day 3:35-6:30 p.m.; Half Time Extended Day 3:35-5:30.**
8. **Should my child be enrolled ONLY in an ENRICHMENT CLASS AFTER 4:35:** I must enroll my child in either a 4:00 Enrichment Class, Bridge to Enrichment for supervision until the start time of class, or Occasional Extended Day.

**ARABIC IMMERSION MAGNET SCHOOL (AIMS)**  
**AFTER SCHOOL PROGRAM (ASP)**  
**Contract Agreement/Safety Plan    SPRING 2018**

**9. OCCASIONAL EXTENDED DAYS:**

- If I no longer have any Occasional Extended Day Units, I understand another 5-Unit Card will be **AUTOMATICALLY assessed** to my account.
- I understand that any Occasional Extended Day Unit purchases billed after April 7 **MUST BE PAID WITHIN 24 HOURS** OR THERE WILL BE NO SERVICES PROVIDED.

**10. PICK UP CHANGES/NOTIFICATIONS:** I am aware that my child **MUST** be picked up by an adult and that my child will never be allowed to walk home without the supervision of an authorized adult I have listed on the Authorization Contact Form. Furthermore, I will notify in writing via a handwritten note or via email, the Director (ciasp2@sbcglobal.net) and or Coordinator when my child will not report to Extended Day and/or Enrichment Classes for any of the following reasons:

- A. I will be picking up my child before OR at 3:35 p.m.  
 B. Someone else, authorized by me, will pick up my child @ 3:35 p.m.

**11. PAYMENTS:** MUST BE SUBMITTED BY **CHECK OR MONEY ORDER ONLY** *made out to* AIMS. Cash is not accepted. NOTE:

- \_\_\_\_\_ If I select to pay biweekly, I will submit my first biweekly payment at the time of registration and by the due dates as listed on the front cover page of this packet.  
 \_\_\_\_\_ If I select to pay in 4 installments I will pay my first payment at the time of registration and by the due dates listed on the front cover page of this packet.  
 \_\_\_\_\_ If I do not submit my payments by the due dates, I will be assessed a late fee of \$10.00 on the next day the payment was due.  
 \_\_\_\_\_ I will be assessed a \$35.00 charge for each returned check by HISD. I understand HISD will contact me via U.S. Mail regarding returned checks and that I am to direct my repayment to HISD directly, as the letter will instruct. Failure to do so will result in suspension of services.  
 \_\_\_\_\_ I understand that after school services will be suspended if I do not pay my bill on time.

**12. BEHAVIOR EXPECTATIONS:** The HISD Code of Student Conduct will serve as the basis for all discipline expectations to ensure the safety of all students and staff members. Parents will be notified immediately if their child has violated any portion of the school's previously communicated Code of Student Conduct. Services will be suspended should disrespectful or unsafe behavior be directed towards a student or staff member, either by a parent of a student or a student enrolled in the program. I understand that it is my responsibility for reading and knowing the expectations of the HISD Code of Conduct. I also understand that the program reserves the right to deny services on a permanent basis if behavior expectations are not being met.

**13. SPECIAL NEEDS:** We do not provide trained staff to work with special needs students. Please contact the school administration with any questions.

**14. Contact Information:** I understand that my email address and/or phone number(s) may be given to the Provider of any Enrichment class in which I have enrolled my child should the Provider find it necessary to contact me for After School Activities **ONLY**.

**15. Technology DEVICES:** While students may be permitted to use their technology during the school day under the supervision of their teacher, no technology devices may be used in the after school program by any student in grades PK-2. All such devices must be kept in the student's backpack.

**Disregard of any portion of this contract calls for immediate dismissal from the After School Program. By signing this contract, I am agreeing to all of the above terms and fully understand all information listed on the Parent Letter AND on any of the forms of this packet.**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Name of Parent (please print)                      Parent Signature                      Date                      **STUDENT NAME**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Name of Parent (please print)                      Parent Signature                      Date                      **STUDENT NAME**

**ARABIC IMMERSION MAGNET SCHOOL (AIMS)**  
**AFTER SCHOOL PROGRAM (ASP)**  
**AUTHORIZATION/EMERGENCY FORM SPRING 2018**

IF YOU FILLED THIS FORM OUT FOR FALL 2017 AND THERE ARE NO CHANGES, YOU DO NOT NEED TO FILL OUT ANOTHER ONE. THANK YOU.

\_\_\_\_\_  
Student's Name / \_\_\_\_\_ HR Teacher 2017-2018 (office use only)

\_\_\_\_\_  
Name of Person responsible for bill / \_\_\_\_\_ Billing Address / \_\_\_\_\_ email address(es)

\_\_\_\_\_  
Name of Person responsible for bill / \_\_\_\_\_ Billing Address / \_\_\_\_\_ email address(es)

\_\_\_\_\_  
Parent's Name / \_\_\_\_\_ Contact Phone(s) # (i.e. cell, work, etc.) between 3:35-6:30PM

\_\_\_\_\_  
Parent's Name / \_\_\_\_\_ Contact Phone(s) # (i.e. cell, work, etc.) between 3:35-6:30PM

**Please list individuals authorized to pick up your child (other than yourself). We need individuals who can be here quickly in cases of: emergencies, traffic, illness, etc. Consider persons who are near the school such as neighbors, parents of classmates or the like.**

Name	Work Phone #	Home Phone#	Other Phone#
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Name	Work Phone#	Home Phone#	Other Phone#
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Name	Work Phone#	Home Phone#	Other Phone#
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Name	Work Phone#	Home Phone#	Other Phone#
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Allergies \_\_\_\_\_

Please note the following:

1. It is important you notify the ASP in writing when you have updated information such as an address change, phone change, and which individuals you authorize to pick up your child, foods your child may be allergic to, etc.
2. If you are unable to pick up your child for any reason, The ASP will call an adult you have listed on this form.
3. **DO NOT assume the school's front office relays changes you submit to them to them.**
4. On any given day you are having someone **NOT** listed on this Authorization/Emergency Form pickup your child, the ASP must receive notification in writing (no later than 1:00PM) from the parent or the individual registering the student. You **MUST** notify the ASP as follows:
  - A. Email this notification to: [ciasp2@sbcglobal.net](mailto:ciasp2@sbcglobal.net).
  - B. Fax it to: 713-556-8944 and address the note to the attention of After School Program.
  - C. Drop off a note in the ASP Box located in the front school office.
  - D. Drop off a note in the ASP Office.
5. Please be aware that we will NOT release your child to anyone unless we have it in writing. We cannot make any exceptions. It is your responsibility to update any information you provide on this form. Therefore, it is vital to plan ahead. **In addition, your child WILL NOT be released to anyone who is under the age of 18.**

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date