



BOYS & GIRLS CLUB
OF JOHNSON CITY/
WASHINGTON COUNTY

2210 West Market St. • PO Box 5219 • Johnson City, TN 37602 • phone 423.461.4560 • fax 423.461.4563

Dear Parents and Guardians:

We want you to be an informed guardian and allow you to be prepared in providing for your children during the school year. Our Club follows the Johnson City School System schedule and we accommodate as possible County closures. Our Club dates and hours of operation are posted below. **Please note that all dates are subject to change and we will keep you informed about any changes at the FRONT DESK area and with our TEXT alert system.** Please feel free to contact us with any questions.

DATE	HOURS	REASON	ADDITIONAL FEES IF APPLICABLE
Aug 6th	CLOSED		Optional Part-time Staff Work Day
Aug 7th	2:30-6:30pm	FALL PROGRAM START	FIRST DAY of 2018-2019 Afterschool Program
Sept 3rd	CLOSED	LABOR DAY	
Oct 5th	2:30-6:30pm	County Break Starts	
Oct 8 – 12th	8am –5:30pm	County & City Fall Break	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
Nov 6th	8am –5:30pm	Election Day	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
Nov 21st	8am –5:30pm	Thanksgiving Break	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
Nov 22-23rd	CLOSED	Thanksgiving	
Dec 19th	10:30am – 5:30pm	Early dismissal County	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
Dec 20-21	8am –5:30pm	Holiday Schedule	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
Dec 24-25	CLOSED	Christmas	
Dec 26 – 28	8am –5:30pm	Holiday Schedule	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
Dec 31 st -Jan 1 st	CLOSED	New Years	
Jan 2-4th	8am –5:30pm	Holiday Schedule	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
Jan 7 th	8am –5:30pm	Holiday Schedule	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
Jan 21 st	CLOSED	Martin Luther King	
Feb 18th	8am –5:30pm	JC Snow Day if needed	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
Mar 11-15 th	8am –5:30pm	JC SPRING BREAK	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
April 1-5th	8am –5:30pm	COUNTY SPRING BREAK	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
April 19 th	CLOSED	GOOD FRIDAY	
April 22 nd	8am –5:30pm	JC Snow Day if needed	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
May 24th	10:30am-5:30pm	Early dismissal- End of School Year	Regular weekly fee for preregistered members; \$10/day/child for unregistered members
May 27 th	CLOSED	Memorial Day	
May 28- May 31 st	CLOSED	Summer Staff Training	
June 3-July 26	7:30am-5:30pm	8 Week Summer Program	Registration Required
July 4 th	CLOSED	Independence Day	

Management reserves the right to close days if minimum pre-registration is not received by due date. We have a TEXT alert system set up for notifications (To Join: text the number 81010 with the message @bgcjcw, reply with EITHER full name if asked or P for parent) **Pre-registration alerts go out as needed.**

The following procedures have been established to ensure the safety and positive development of your child.

1. If a child becomes ill during the day, the parent will be called to come and take the child home.
2. Failure to obey Club rules may result in time out or suspension from the center when the safety and welfare of your child or other children are endangered. No child may leave the center without written permission of parents and/or guardian.
3. **Parents must notify the Club of change in work or home phone numbers in order to be reached in an emergency.**

CLUB HOURS: Afterschool Hours- Mon-Fri 2:30-6:30pm; Summer Hours 7:30am-5:30pm

PAYMENT OF SERVICES: Payment for childcare fees or any other fee(s) is expected during the week that services are rendered. Payment plans can be arranged with Office Manager or Unit Director but require approval of President & CEO. Failure to pay assessed fees may result in your child not being allowed to participate in ANY activities at the Boys & Girls Club.

LATE PICK UP FEE: A late fee will be assessed to all parents/guardians who are late picking up their child or children after the Club's normal closing time. The fee is \$1.00 per child for each minute increment AND will be enforced.