



# BROOKLYN FRIENDS SCHOOL

## 2020 WINTER/SPRING SEMESTER

### LOWER SCHOOL AFTERSCHOOL

Omar Roberts, Afterschool Director [oroberts@brooklynfriends.org](mailto:oroberts@brooklynfriends.org)

Carmen Roman, Afterschool Administrative Assistant [croman@brooklynfriends.org](mailto:croman@brooklynfriends.org)

Rachel Webber, Head of Auxiliary Programs [rwebber@brooklynfriends.org](mailto:rwebber@brooklynfriends.org)

**General Questions & Inquiries:** [afterschool@brooklynfriends.org](mailto:afterschool@brooklynfriends.org)

718-852-1029, ext. 228

INFORMATION IN THIS DOCUMENT IS SUBJECT TO CHANGE.

### DATES FOR 2020 WINTER/SPRING SEMESTER:

Monday, January 6, 2020 - Monday, June 8, 2020

**All Specialty classes begin on Monday, January 13 and end on Tuesday May 26.**

### THERE WILL BE NO AFTERSCHOOL ON THE FOLLOWING DATES:

**Monday, Jan. 20:** Martin Luther King, Jr. Day

**Monday, Feb. 17:** Presidents Day

**Tuesday, Feb. 18:** Professional Development Day

**Friday, Feb. 28:** PS/LS Parent Conferences

**Friday, Mar. 6:** PS/LS Parent Conferences

**Monday, Mar. 16 - Friday, Mar. 27:** Spring Break

**Thursday, Apr. 9:** Passover

**Friday, Apr. 10:** Passover & Good Friday

**Friday, May 22:** Professional Development Day

**Monday, May 25:** Memorial Day

### REGISTRATION INFORMATION:

- **Registration opens at 6:00PM on Thursday, December 5.**
- **Deadline for registration is Monday, December 16.**
- **Outstanding balances from Fall Afterschool and/or music lessons must be fully paid in order for your registration to be approved.**
- Registration is on a first-come, first-served basis. Please register as soon as possible to ensure your child's place.
- Families who receive financial assistance for BFS tuition will receive a discount equivalent to the percentage of their tuition assistance for Playgroups, Study Halls and Homework Clinics. Afterschool specialty classes and private music lessons are not eligible for this discount. The financial aid discount will be applied after Jan. 27 and will be reflected in your balance.
- For families with more than one child enrolled in Afterschool, a sibling discount of 5% will be applied to each child's total bill after Jan. 27 and will be reflected in your balance.

### DEADLINE FOR CLASS CHANGES:

- **Changes to your class schedule will be considered until Monday, Jan. 27.** After this date, there will be no prorating, refunds or credits for dropped classes.

### HOW TO REGISTER YOUR CHILD (please follow these instructions and read in full before registering your child) :

- Log in to [My Backpack](#) using your My Backpack username and password, then click **Program Registration** and follow the instructions on the welcome page.

- Scroll down to the bottom of the page and click on “WINTER/SPRING AFTERSCHOOL REGISTRATION” and choose classes.
- You can filter divisions by clicking on a catalog group.
- If you need to add classes after you have already submitted classes, click on “ADD or MODIFY COURSES/PROGRAMS”. DO NOT click on “WINTER/SPRING AFTERSCHOOL REGISTRATION” again. Please be sure to **Pay and Submit** after making your selections, otherwise we will not receive them, including waitlisted classes.
- A **non-refundable** deposit of \$200 is due with your registration. Once you **submit** your registration and deposit, it will then be approved by the Afterschool office, which can take up to 1-2 days.
- Your selections will say “**Submitted**” (under “Status”) when this is complete. When approved, they will say “**Scheduled**”.
- **If your selections say Pending, you have NOT submitted your registration and your child’s spots have NOT been held.** *We are not responsible if your child does not receive a spot in a class due to a registration error.*
- If your child has been waitlisted for a class, be sure to submit the registration, otherwise your child will not get on the waitlist.
- Please note: you will **not** receive an email confirmation of your child’s schedule. Please check your Program Registration page on My Backpack to see that your selections have been approved. It should say “**Scheduled**” under “status”.
- To drop a class, email [afterschool@brooklynfriends.org](mailto:afterschool@brooklynfriends.org). You can not drop classes from your Mybackpack account after your classes have been submitted.
- If you have any questions or difficulties when registering, please email [afterschool@brooklynfriends.org](mailto:afterschool@brooklynfriends.org).

## **AFTERSCHOOL BALANCE DUE DATE**

**Your Afterschool balance is due by Feb. 14.**

You may pay with a credit card or e-check through your My Backpack account, or send a check payable to Brooklyn Friends School, attn: Afterschool. There is a processing fee of 3% for payments made by credit card, which will be automatically added to the bill. **After Feb. 14, a 15% surcharge will be added to your balance.**

## **DROP-IN & LATE PICK UP POLICIES**

Children not registered for Afterschool on a given day may drop-in to Playgroup. You will not be charged if your child is picked up by **3:15pm**. After that, you will be billed **\$25 per hour, rounded up to the nearest half hour**.

In order to use Afterschool on a Drop-in basis, you must notify the Afterschool office at [afterschool@brooklynfriends.org](mailto:afterschool@brooklynfriends.org) no later than 2pm on the day you need to use Drop-in. You must also *notify your child’s day school teachers* so they can make end-of-day plans accordingly.

**Drop-ins will be billed to your My Backpack account on a monthly basis throughout the semester. Balances are due by the end of each monthly billing cycle. Outstanding balances will incur a 15% surcharge.**

**Afterschool ends at 6:00pm. Late fees of \$2 per minute will be charged for pick-up after 6:05pm.**

## LOWER SCHOOL PLAYGROUP

Children are placed in Playgroups according to grade level. After a long day at school, Playgroup is a chance for Lower School children to socialize with their friends as they engage in free play and structured activities in the classroom, on the roof or in the gym. Older children (grades 2-4), are also given quiet time to work on homework. A light snack is served at the beginning of the afternoon. Playgroup is offered in two timeblocks, 3:00 to 4:30pm and 4:30 to 6:00pm.

### Playgroup Fees

Fees cover the entire semester of Playgroup on the given day and time. **Fees for Playgroup vary due to days when Afterschool is not in session, such as holidays, conference days, and professional development days.**

	Mondays	Tuesdays	Wednesdays	Thursdays	Fridays
3:00-4:30pm	\$396	\$396	\$440	\$440	\$352
4:30-6:00pm	\$378	\$378	\$420	\$420	\$336

## LOWER SCHOOL SPECIALTY CLASSES

**All Specialty classes begin on Monday, January 13 and end on Tuesday, May 26.** Children are welcome to attend Playgroup on the days of their Specialty class(es), for no additional charge, the week prior to the start-date of Specialty classes.

The majority of Specialty classes are one hour long and include pick up and drop off transition times. The 3:30 - 4:30pm classes include the first half-hour (3-3:30pm) of Playgroup, during which your child receives a snack before being gathered by his or her Specialty class teacher at 3:30. The 4:30 - 5:30 classes include the last half hour (5:30-6) of Playgroup.

*When registering for a 4:30pm Specialty class, you must also register for the first timeblock of Playgroup (3- 4:30), or a Specialty class or you will be charged a \$25 per hour Drop-in fee.*

*Specialty classes will only run with required minimum enrollment. In the event of cancellation, you will be notified by Jan. 6.*

All classes and instructors are subject to change.

## MONDAY SPECIALTY CLASSES

### HOMework CLINIC

3:30-4:30pm – Grades 3-4     \$375

#### BFS Faculty

Homework Clinic provides students with a quiet, small group environment in which to work on homework, while receiving help from our BFS teacher to strengthen skills, strategies and study habits. All Homework Clinic instructors are current BFS teachers. **NEW! Homework Clinic for 2nd grade on Wednesdays only. See Wednesday offerings.**

### MAGIC FOREST

3:30-4:30pm – Grades K-2     \$480

#### with Broadway Bound

Combining elements of theatre art and storytelling, this class leads children on an adventure in imagination where they develop a story around their own mythical creatures and landscapes.

## **SOCCER**

**3:30-4:30pm – Grades K-1 \$405**

### **Junior Sosa**

Get your next soccer star signed up to our amazing soccer program! In keeping with the BFS way, our soccer club is child-centered and inclusive. Children experience soccer through carefully planned games that are high on touches and involvement.

## **BAKING**

**3:30-4:30pm – Grades K-2 \$450**

### **Andrea Perlman**

**4:30-5:30pm – Grades K-2 \$450**

Come experience baking for kids in this fun class. Students will create delicious treats and learn basic baking skills. Through this class, kids will enhance motor skills by scooping, chopping, cutting and develop baking-related skills by counting, measuring and weighing ingredients. Students will get to taste their own creations at the end of class and will leave with yummy recipes to try at home.

## **CHESS**

**Beginners 3:30-4:30pm – Grades K-3 \$405**

### **Gary Ryan**

**Intermediate 4:30-5:30pm – Grades 2-4 \$405**

In Gary's beginners class, children learn the fundamentals while having a great time. In intermediate chess, children expand on the skills they gained in Beginner Chess. Children should have at least one year of chess experience in a classroom setting prior to enrollment in Intermediate Chess.

## **CAPOEIRA**

**NEW 3:30-4:30pm – Grades K-1 \$375**

### **Contramestre Bohasha**

**4:30-5:30pm – Grades 2-4 \$375**

Capoeira is an Afro-Brazilian dance, martial arts, and connection to cultural heritage, which originated in Brazil in the 16th century--emerging as a form of social resistance and cultural expression among enslaved people. This class will focus on learning the foundational movements of a capoeira *jogo*, a game always played in pairs, including balancing techniques, spins, kicks, and rhythms. Since singing accompanies the capoeira *roda* (circle), we will learn and practice singing in Portuguese. Classes will touch on capoeira's history, its most influential teachers and thinkers, and some of the key elements of its playful, savvy, character.

## **ELECTRONIC SOUND LAB**

**4:30-5:30pm – Grades 3-4 \$405**

### **Joel Lambdin**

Using GarageBand, students will create their own music to learn basic concepts of composition, sound synthesis, and production techniques. Through listening and the modeling of techniques, students then experiment with these concepts on their own laptop, combining the benefits of a classroom setting with the more individualized attention of a lab setting. By the end of the semester, students will have at least one completed original work, a beginning understanding of musical texture and how to create simple structures, the basics of synthesis (wave shapes and the harmonic series), and a starting point for mixing their own music on an industry standard Digital Audio Workstation. No prior musical experience necessary!

## **TUESDAY SPECIALTY CLASSES**

### **HOMEWORK CLINIC**

**3:30-4:30pm – Grades 3-4 \$425**

**BFS Faculty** (please see Monday for description)

## **BEGINNING BALLET**

**3:30-4:30pm – Grades K-1 \$425**

### **Christine Scheibl**

Students new to ballet learn the fundamentals of the craft, while developing proper alignment, muscle control and self-confidence. Christine came to New York from Vienna, Austria in 1993 to study Ballet with Dance Theater of Harlem. After completing the Professional Training Program, she worked as a Professional dancer performing throughout the USA and participating in outreach programs to bring dance to the community.

## **HIP HOP DANCE**

**4:30-5:30pm – Grades 3-4 \$425**

### **Amanda Valentin**

Taught by our very own BFS Afterschool Group Leader, Amanda has years of experience teaching dance at several programs in NYC, including our Horizons Program for the past two summers. This Hip Hop class will focus on learning choreography, expressing creativity and most importantly, building confidence through dance. Each session will include a brief warmup featuring a series of stretches and aerobic activity. Once students are properly warmed up we will work on combinations and choreography. The class culminates in a show for friends and family. Come join the fun!

## **CERAMICS**

**3:30-4:30pm – Grades K-1 \$493**

### **Suzanne Creamer**

**4:30-5:30pm – Grades 2-4 \$493**

Under the guidance of accomplished teaching artist Suzanne Creamer, students explore the unique medium of clay, and learn the basics of coiling, pinching and slump molds through fun projects.

*Due to previous registration patterns and the limited space in this class, there will be a lottery drawing to determine the participants in these classes. Register as usual and your child will be placed on a "waiting list." We advise registering for a second class at the same time slot as a back-up. After the lottery draw, we will inform you of the outcome by 12/17. Should your child get into the class, the second choice will be dropped from your registration.*

## **KARATE**

**3:30-4:30pm – Grades K-1 \$476**

### **Sensei Glenn**

**4:30-5:30pm – Grades 2-4 \$476**

Karate class will help students build focus, self-esteem, as well as social and leadership skills. Students learn in a traditional environment that emphasizes respect for themselves and for others. The Fitness for Focus method trains the body and mind to adapt to stress, all while students develop confidence, rise in belt level, and have a great time!

## **DOUBLE DUTCH**

**3:30-4:30pm – Grades 1-2 \$425**

### **Cheryl Foote**

**4:30-5:30pm – Grades 3-4 \$425**

Double Dutch is a vigorous jumping game that children have loved for centuries. In addition to teaching the children how to jump with two ropes, Cheryl teaches traditional jumping songs and hand games. Double Dutch with Cheryl is an Afterschool favorite!

## **WEDNESDAY SPECIALTY CLASSES**

### **HOMEWORK CLINIC**

**3:30-4:30pm – Grades 2-4 \$425**

#### **BFS Faculty**

**\*2nd grade HW Clinic only offered on Wednesdays**

*(Please see Monday for description.)*

## **THE LION KING**

**3:30-4:30pm – Grades K-1 \$510**

### **with Drama Zone**

Taught by the pros at the DramaZone- this class brings the excitement of the Jungle to life! Come join Nala, Mufasa, Simba, and their friends as we roar into action in this fun musical theater class featuring the popular songs and dances from The Lion king! This class ends with a show for friends and family! Acting increases confidence and speech, singing teaches rhythm and improves math through counting and dancing improves coordination, strength and flexibility. Dress: comfortable clothing and sneakers.

## **ANNIE**

**4:30-5:30pm – Grades 1-3 \$510**

### **with Drama Zone**

Join Annie, Molly, and the Orphans as they embark on an adventure to meet Oliver Warbucks and explore NYC. Led by the pros at DramaZone, children have all the fun of learning how to put on a show featuring songs, dances, and scenes from the hit show Annie! All classes teach singing, dancing, and acting through age appropriate exercises. No experience necessary, all talents are welcome! While group members are emphasized, children with talents will be featured. Clothing: Comfortable clothing and sneakers, shorts or leggings recommended.

## **FOOD JUSTICE**

**3:30-4:30pm – Grades K-1 \$336**

### **Rosa Marruffo**

**4:30-5:30pm – Grades 2-4 \$336**

**Class start on February 19th. Cost includes Playgroup until Food Justice starts.**

Food Justice will educate the hearts, minds, and eating habits of young BFSers through hands-on gardening in the classroom and cooking activities. By the end of the semester, students will be able to understand the seed to table process and grow their own plants to eat at home. Some topics will include: Plant parts, soil/worms, nutrition, and more.

## **FRIENDS OF COLOR**

**3:30-4:30pm – Grades K-4 No Charge**

Friends of Color is open to all students grades K-4 who identify as people of color. Guided by Quaker principles, the purpose is to affirm, protect and nurture the racial and cultural identities of BFS students, acknowledging that racism exists and exploring ways to promote racial justice now and in the future. BFS Lower School faculty Melissa Poitevien, Ashley Okonma, and Afterschool Director Omar Roberts will facilitate this class.

## **KNITTING**

**3:30-4:30pm – Grades 2-4 \$442**

### **Cheryl Foote**

In this open-level knitting class, children will have the opportunity to learn the basics of knitting, such as casting on and off and basic stitches, as well as expand their skills by working with more intricate stitches and patterns. Knitter extraordinaire and BFS's beloved Cheryl Foote provides students with the attention they need to improve their skills while having fun.

## **JEWELRY MAKING**

**4:30-5:30pm – Grades 3-4 \$476**

### **Elena Kanidinc**

This is a hands-on class for young designers and makers who want to explore jewelry-making and learn a variety of techniques and materials. Projects include making bracelets, necklaces, earrings, and other adornments.... to gift or keep! Classes are targeted to specific age groups, students' experience and skill level. Students are encouraged to develop their own style and can take home their own creations.

## **THURSDAY SPECIALTY CLASSES**

**MAD SCIENCE** **3:30-4:30pm – Grades K** **\$527**

**Mad Science Instructors** **3:30-4:30pm – Grades 1-2** **\$527**

Phreaky Physics: Is your energy potential or kinetic? Find out with us as we explore centrifugal force & gyroscopes. Become a junior engineer and experiment with axles, pulleys, levers, gears and wheels. Some of the weekly topics in this session are: *Harnessing Heat, Life in the Sea, The Birds & the Beasts, Earth Awareness, Nature, The Science of Sport, Mad Science Machines, Mad Magnets, Super Structures, Under Pressure, "Current" Events, Lights...Color...Action! Watts Up, Energy Burst & Fun-damental Forces*

**MIXED MEDIA SCULPTURE** **3:30-4:30pm – Grades K-2** **\$476**

**Alex Pimienta**

Mixed Media Sculpture is geared toward fun and artistic discovery. Students will explore and experiment with different creative techniques and media. They will learn how to create sculptures using many different materials and supplies. Students will use their own imaginations and creativity while making their own original sculptural artwork.

**ROBOZOO** **3:30-4:30pm – Grades 1-2** **\$680**

Why do giraffes have long necks? Why are so many fish shaped differently? Why do cheetahs need 4 legs? Students will learn about animals and how their bodies help them perform specific tasks. The class gets to use LEGO® robotics to create animal robots and make them move. They'll also learn that concepts like torque, traction, and angular velocity make designing these "anibots" trickier than it may appear. Welcome to the jungle!

**IT'S SEW FUN!** **Beginners 3:30-4:30pm – Grades 1-3** **\$476**

**China Aroh** **Intermediate 4:30-5:30pm – Grade 3-4** **\$476**

Children develop their imagination and creativity by designing and creating a variety of projects. Younger sewers will work on enhancing their manual dexterity and making simple yet beautiful creations such as quilts, stuffed animals and backpacks. Older sewers will work on more intricate stuffed animals, books, backpacks, t-shirts and ponchos. China earned a degree in Fashion Art & Design from FIT. In addition to teaching children in private and public school settings, she has worked as a costumer for the Joseph Papp Public Theater and as a wardrobe stylist for MTV.

**ANIMATION ADVENTURE** **3:30-4:30pm – Grades 2-4** **\$560**

**with Penciltopia**

Children collaborate to create an original stop-action animated short film. Our young filmmakers are involved in every aspect of the production, from conceiving a story, to constructing storyboards and sets, to completing the film using a camera and laptop.

**WORLD PERCUSSION** **3:30-4:30pm – Grades K-2** **\$425**

**Andrew Aprile**

Using drums, rhythm sticks, shakers, bells, and their own voices, children will explore rhythms from Africa and Latin America. Andrew has studied extensively in Ghana, Madagascar, and South America. He contributed a chapter entitled, "Music-Making with young children: African Orff and Rhythmic Intelligence" to the book *Young Children and the Arts: Nurturing Creativity and Imagination*.

## **YOUNG VOICES CHORUS**

**4:30-5:30pm – Grades 2-4 \$425**

### **Ken Alston Jr.**

Ken Alston Jr, is a virtuoso in opera, classical, spirituals and gospel with many years of experience on theatrical, opera and concert stages. He has performed with the Philadelphia, New Jersey and Chicago Lyric Opera. He has graced stages in Prague, Paris, Armenia, Beijing, Osaka, Edinburg, and London. Young voices is a class where students will express themselves through the medium of song. Students will learn to sing in a group environment learning songs from Broadway (Musical Theater) to folk music. Young voices students will prepare for a performance, and will learn the basic skills of putting on a musical performance, and will also learn voice classifications and basic harmony where possible.

## **PHOTOGRAPHY**

**3:30-4:30pm – Grades 3-4 \$476**

### **Sensei Glenn**

Students are taught to use an Olympus Tough, shockproof camera in discovering visual creativity by making their own images, while learning the basic elements of still photography as the basis for graphic design. Students learn how to understand and use light, perspective and spatial composition to communicate well and express themselves confidently. Students and teacher will create photographs of the other students in the class as well as things from home and places and things in and around the school. The course is taught by a former commercial photographer and current long-time karate instructor with experience bringing discipline to fun things.

## **FRIDAY SPECIALTY CLASSES**

### **FENCING**

**BEGINNER 3:30-4:30pm – Grades K-2**

**\$403**

**with Amsterdam Fencing Academy**

**INTERMEDIATE: 4:30-5:30pm – Grades 1-4**

**\$403**

Students learn the basics of French classical foil - thrust, parry, and lunge - through fencing related games and drills. Students will use regulation fencing masks, but practice with foam swords in order to ensure safety. Each class starts with a warm up and stretching session, and then moves on to the practice of proper footwork and form. This is followed by skill building games that teach the proper moves and rules that simulate real fencing competition. Once the students are ready, the last ten minutes of class are dedicated to the actual fencing of five point bouts, using the same rules as Olympic sport fencing. **Students must have at least one semester of experience to register for 4:30-5:30 Intermediate Fencing.**

### **TELEVISION PRODUCTION**

**3:30-4:30pm – Grades K-2 \$429**

**with Cinemakidz**

Join CinemaKidz and learn how to produce an original tv show. Together, kids will create their very own series—planning, art direction, storyboarding, filming, and editing their shows.

### **NEW SPECIAL EFFECTS PRODUCTION**

**4:30-5:30pm – Grades 3-4 \$429**

**with Cinemakidz**

Zombies, Unicorns, teleportation.... oh my! Join CinemaKidz and learn how to create amazing visual effects for film. Kids will utilize prosthetics, claymation, green screens, camera tricks and stock videos to create awesome special effects for several short films. Participants will learn how to make movies from start to finish as they plan, write, film, and edit projects including Sci-fi fantasy stories, action adventure tales, and more!



## **3D VIDEO GAME CODING**

**3:30-4:30pm – Grades 2-4 \$650**

### **with CodeAdvantage**

Kodu Plus-Coding to create 3D Video Games: Students create their own 3D video games and adventures while learning fundamental coding concepts such as loops, variables and constructors. In this Game Design class, we combine the child's love of playing video games with the ability to create those games through coding. Students create and personalize games such as Pac-Man and Space Alien Invaders and even create their very own video game.

## **MYTHOMAGIC**

**3:30-4:30pm – Grades 3-4 \$390**

### **with Plato Learning**

Mythomagic is an exciting class based on the tabletop role-playing game from the popular Percy Jackson and the Olympian series. Led by their intrepid team of instructors, students create their own mythical heroes, challenge perilous beasts, and solve ancient puzzles in an original quest that combines their favorite mythological characters with new fantastical stories! Using their quick wit and their incredible creativity, students participate and shape the very stories they are playing through.

## **ADVENTURE IN MYTHOLOGY**

**4:30-5:30pm – Grades K-2 \$390**

### **with Plato Learning**

Adventures in Mythology is a journey into the world of ancient myths and stories across many cultures, including Greek, Egyptian, Norse, Indigenous, and more. Adventure in Mythology activities students' imaginations and takes them on a journey through a world of heroes, monsters, and magic. Each week a chapter in our original own class story, with activities ranging from amor design to epic live-action adventures, all under the mission of helping each student become the hero they were always meant to be.

## **FRIENDLY FLYERS**

### **with Junior Sosa**

**3:30-5:00pm – Grades 3-4 \$322**

**Class start on March 13th. Cost includes Playgroup until Friendly Flyers Starts.**

Friendly Flyers is fitness and mindfulness in a single approach. Our experienced running coaches provide a safe space for students to explore running responsibly. From learning functional movements and running mechanics to practicing technique, form and breathing. This class is for all levels. Students will be escorted to Cadman Plaza where Friendly Flyers will take place. For inclement weather, the class will take place in one of the BFS gyms.

## **PRIVATE MUSIC LESSONS**

- Registration opens on Dec 2 at 6:00pm. The deadline to register is Dec 11.
- If your child is currently taking lessons and is continuing in the Winter/Spring semester, you do NOT need to sign up!
- Lessons are scheduled on a first-come, first-served basis. Our instructors' schedules fill quickly, so please register promptly to ensure your child's place.
- All lessons are subject to instructor and room availability.

CLICK [HERE](#) FOR THE MUSIC LESSON BROCHURE FOR MORE DETAILED INFO AND REGISTRATION LINK

# Lower School Afterschool FAQs

## Frequently Asked Questions

### **Where does my child go at the end of the school day if he/she is in Afterschool?**

Your child's classroom teacher will accompany him or her to the grade-level classroom where Afterschool is taking place.

### **What happens between 3:00 and 3:30 if I register my child for a 3:30 specialty class?**

All children begin the Afterschool day in their grade level Playgroup at 3:00, where they receive a snack. This is included in all 3:30-4:30 specials. Specialty class teachers will pick up their students for class at 3:30.

### **Where are Afterschool classes located?**

An Afterschool room locations list will be posted every day in the 375 Pearl Street lobby and on the 4th, 5th, 6th and 7th floors by the elevators. Lower School Playgroups are located in one of the classrooms for that grade level. Specialty classes are located throughout 375 Pearl Street.

### **Where do I pick my child up from Afterschool?**

All students must be signed out with their grade-level Playgroup teachers. The room locations list will tell you where all Afterschool classes are on a given day. Playgroups use the roof and gyms at various times each afternoon. We recommend checking the classroom first; if the class has moved, the teachers will post a sign on the door letting you know where they are.

*Please do not pick your child up directly from his or her Specialty class. Specialty class teachers accompany students back to their grade level Playgroups, where you can meet them and sign out.*

### **What happens if my child's Specialty class instructor is absent?**

In the event of a Specialty teacher's absence, students remain in their grade level Playgroup free of charge until pick-up. An email notification will go home to parents, however we are not always able to contact families on the day of the absence.

### **Will we receive a refund if our child misses a class, or if the Specialty class instructor is absent?**

We do not offer refunds for classes missed due to student illness or other factors not within the control of the Afterschool Program. If a Specialty teacher is absent, every effort will be made to provide a substitute teacher or schedule a make-up class. In the event that neither option is possible, we will credit the cost of the missed class to your account.

### **If our child's only Specialty class on a given day begins at 4:30, do we have to register for Playgroup, or another specialty class, from 3:00 to 4:30?**

Yes, unless you plan to pick your child up at 3:00 and return at 4:30 for the class. If this is the case, please notify us.

### **We missed the registration deadline. Can we still register?**

We recommend registering as soon as possible, as classes are filled on a first-come, first-served basis, and many fill quickly. However, for classes that continue to have openings, we will continue to accept registrations.

**Can we adjust our registration if our needs change, or if our child changes his/her mind about a class?**

**Changes to your class schedule, with fee adjustments made accordingly, will be considered until Jan. 27.** After this date, there will be no pro-rating, refunds or credits for dropped classes. Please see a detailed description of our policy as you complete the online registration process.

**Why do the prices of classes vary throughout the week?**

Class prices are calculated according to the number of days a class is in session throughout the semester. Due to holidays, conference days, and professional development days, the number of classes varies depending on the day of the week.

Please also keep in mind that the Fall semester is significantly shorter than the Winter/Spring semester.

**When is my Afterschool balance due?**

**Your Afterschool balance is due by Feb. 14.**

You may pay with a credit card or e-check through your My Backpack account, or send a check payable to Brooklyn Friends School, attn: Afterschool. There is a processing fee of 3% for payments made by credit card, which will be automatically added to the bill.

**After Feb. 14, a 15% surcharge will be added to your balance.**

**I'm having issues with My Backpack. Help!**

Please email [seniorsystems@brooklynfriends.org](mailto:seniorsystems@brooklynfriends.org) with login issues, problems with your account, or if you get an error message. Please email [afterschool@brooklynfriends.org](mailto:afterschool@brooklynfriends.org) with any other questions regarding your Afterschool registration or payments.