

2021-2022 LATCHKEY ENROLLMENT INFORMATION

NEW & RETURNING TRANSITIONAL KINDERGARTEN – 5TH GRADE

NOTE: All households enrolling in Latchkey must be in the Gillham Recreation Center registration system. You are in our system if you have registered for a Rec Center activity in the past 4 years. To confirm, or if you are new, please contact Jan Alpert: hwrec@hwmi.org.

Enrollment will be **ONLINE ONLY** @ <https://recreation.hwmi.org/> beginning on the following dates:

HUNTINGTON WOODS LATCHKEY ENROLLMENT

FIRST COME, FIRST SERVE

AM and PM Latchkey Enrollment begins at noon on the following dates:

- Tue., April 6 @ 12pm HW Residents & Grandfathered Families
- Tue., April 13 @12pm RO Section & BSD Teacher

- **A non-refundable deposit must be paid with each enrollment.**

LATCHKEY ENROLLMENT FEE (per child)

\$65* – Early Morning/After-School/Vacation Days

\$25 – Early Morning only

*\$60 for each additional sibling within the same household - \$5 credit will be issued once the school year begins.

- **Questions you will be answering when registering:**

- What is your child's grade in the upcoming school year (2021-2022)?
- What are the anticipated Latchkey days and times you will need?
 - When selecting days, please be mindful of those families who may not have flexibility in their schedule. **Select only the days of the week that you plan on your child attending.** Additional days can be added during the school year, should space allow.
- What is your child's t-shirt size?

PLACEMENT NOTIFICATION/WAITLIST

Due to state licensing guidelines each classroom has limited space. Enrollment will continue until daily classroom (grade) maximums have been reached. Therefore, some students may be on a waitlist and we will notify families if space becomes available.

OTHER INFORMATION

- **Minimum Three Days/Week Requirement**
 - Children must be pre-registered each month for a minimum of three days per week, not including Vacation Days.
- **Daily Rates**

Early Morning (7:00-8:05a) - \$8.00	After-School (3:15-6:00p) - \$13.00
Half Vacation (11:15a-6:00p) - \$36.00	Full Vacation/Snow (7:00a-6:00p) - \$47.50
- **Full and Half Vacation Day Registration**
 - On half and full vacation days maximum enrollment is 70. An additional fee for field trips might be charged.
- **After-School Latchkey Pick-Up**
 - Only students in grades TK-1, registered and paid for Latchkey on that day, will be picked up from Burton and walked to the Gillham Recreation Center.
- **COVID-19**
 - The Latchkey program could change based on anticipated COVID guidelines for September 2021 if needed. If guidelines change, schedule days and times, field trips, vacation/snow days, and number maximums could change accordingly.

A parent meeting will be scheduled closer to the start of the 2021-2022 school year to answer any questions you may have, until then, if you have any inquiries, please contact Jenny Morgan, Latchkey Director: jmorgan@hwmi.org