

## Our Goal

Here at East Hill we extend the learning experience after school to bring quality enrichment activities to our program in a safe and inclusive environment. We will focus on academics, STEM, art, physical activities through group games, social and emotional learning, skill building, and leadership development. This is an opportunity for our youth to have fun and learn together, as a team and build relationships through their peers and caring adults.

## Contact Us

We are located at various locations within school grounds. Our spaces are the cafeteria, gym, portable 11, Room 17 and field/playground

PSESD Expanded Learning Program Coordinator:  
Terrence 'TJ' Gile

Phone: (253) 778-7695

Email: [tgile@pseud.org](mailto:tgile@pseud.org)

Registration Address: [www.pseud.org/EastHillElementary-registration](http://www.pseud.org/EastHillElementary-registration)

# '22-'23 Bees Club Parent Handbook at East Hill Elementary



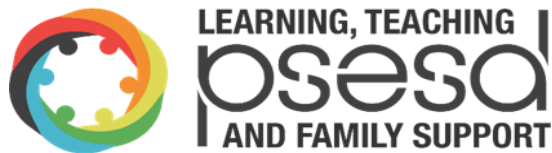
### East Hill Elementary After School Program

PSESD Expanded Learning Program  
Coordinator:  
Terrence 'TJ' Gile

**EAST HILL AFTER SCHOOL  
PROGRAM**

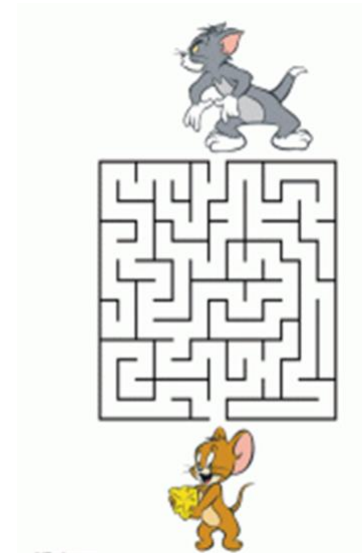
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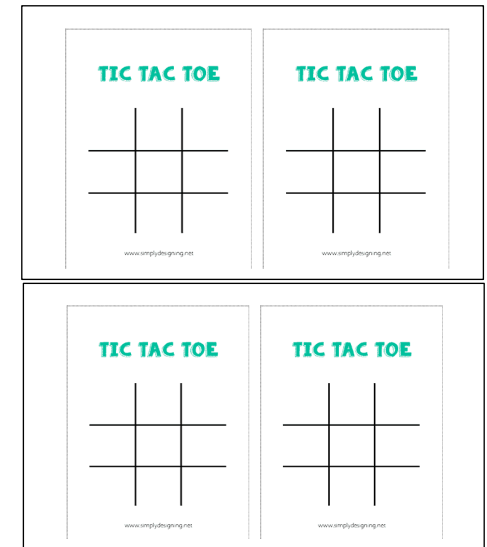


# Kids Activities

## Tom and Jerry Maze



## Tic Tac Toe



## Marvel Word Search

### DISNEY MARVEL WORD SEARCH

B	A	I	S	P	I	D	E	R	M	A	N	H	P	X	N	S	J
L	F	D	J	D	B	M	D	E	A	D	P	O	O	L	J	O	M
A	B	B	V	A	N	T	M	A	N	N	R	W	W	V	P	R	L
C	K	T	E	T	K	A	V	K	Z	N	U	T	C	I	M	M	C
K	G	F	C	A	P	T	A	I	N	M	A	R	V	E	L	W	L
P	R	B	P	N	Y	A	S	T	X	M	R	C	Y	B	J	A	E
A	O	B	L	A	C	K	W	I	D	O	W	H	G	L	Q	V	T
N	O	Z	J	W	O	L	V	E	R	I	N	E	J	Y	R	X	H
T	T	C	A	P	T	A	I	N	A	M	E	R	I	C	A	X	O
H	R	V	H	U	O	N	X	I	R	O	N	M	A	N	J	M	R
E	K	A	V	E	N	G	E	R	S	G	Q	F	B	C	A	U	W
R	H	I	C	P	Y	R	U	S	B	U	X	J	H	U	L	K	K

Find the following words in the puzzle.  
Words are hidden → ↓ and ↘ .

ANTMAN	CAPTAINMARVEL	SPIDERMAN
AVENGERS	DEADPOOL	THOR
BLACKPANTHER	GROOT	WOLVERINE
BLACKWIDOW	HULK	
CAPTAINAMERICA	IRONMAN	

# Kids

## Activities

5			8	6			1
		2	7		1	6	
	7	1				2	5
9	1			2			7
3			1	4	5		6
	6			9			2
	5	3				4	6
		8	9		3	5	
2			5	1			7

## Spot the Difference



# Everyone is Welcomed



Puget Sound Educational Service District (PSED) is committed to becoming an Antiracist Multicultural Organization. The ESD recognizes and values the racial and cultural diversity of its staff and believes this diversity strengthens the agency, stimulates creativity, promotes the exchange of ideas, and enriches staff engagement. We take personal responsibility to do our best work to support the quality, equity, and effectiveness of educational programs through partnerships with K-12 education, early learning, higher education, and public and private organizations - motivated by a deep desire to ensure that every child has the opportunity to reach their fullest potential.

No student [or family] shall be denied an equal educational opportunity or be unlawfully discriminated against because of national origin, race, religion, gender, pregnancy, marital status, sexual orientation including gender identity, or a physical, mental, or sensory disability.

# Our Commitment

We will offer after school programming to our students in collaboration with local agencies, teachers, parks and recs, and other entities that would like to support our programs. We will provide daily activities that are thoughtfully planned, theme-based, and inclusive to all children's interest and skill levels.

East Hill After School programs focus on safety, health, social growth, and academic enrichment for children grades K-6th. In our care, your child will receive:

- Developmentally appropriate activities
- Academic Assistance
- Leadership and Youth Development
- Healthy Snacks
- 30-60 minutes of Physical Activity per Day
- Mentoring, Social and Emotional Support
- Transportation (if needed)



## Behaviors that could result in Suspension and or Expulsion

- Fighting
- Running from program or program space
- Theft/Stealing
- Threats of Violence, Harassment, Intimidation, and Bullying
- Possession of Weapons
- Use of drugs/alcohol and other prohibited substances
- Destruction of school and program property
- Continuous Lewd and/or Obscene Behavior

We will work with all families and find the best option possible to alleviate all behaviors within program. Documentation and communication of unsafe behaviors that occurs in will be communicated often with our East Hill admin i.e., principal and teacher. Our mission is to support our youth and ensure safety for all participants.

## Personal Belongings

Please allow children to bring only what is necessary to Bees Club programs. Toys, electronic games, personal sports equipment, or other personal articles are not permitted. Children are not allowed to use personal electronic devices for entertainment during program hours. PSESD is not responsible for any lost, broken, or stolen items.

The use of cell phones within program is unacceptable and causes a distraction amongst participants. If a child needs to use their cell phone to call home, they will be asked to step aside and away from others to make any necessary or emergency calls home. If you need to get a hold of your child, please call the East Hill phone number that has been provided.

# Behavioral Policy

Behaviors that occur within our programs will be handled through care and support regardless of the situation. In this section you will distinguish the difference between negotiables and non-negotiable behaviors and the actions that will be taken.

## Alignment with School Policy

It is our duty and mandatory obligation to keep all children and families safe from any harm, prejudice, discrimination, harassment, and bullying. Here at East Hill the policies that are in play are built to support the youth and the steps that take place.

- Verbal warning and communication between staff and child
- Redirection
- Classroom instruction which may include reflection and redirection to a “calm space”
- Staff and parent 1 on 1’s which should include some alternate ideas to correct the behavior
- Pause from attending program and/or removal from after school program

All behaviors will be communicated to the family in “real time” by the Program Coordinator or Staff via written communication and a call home. If the behavior is extreme, we will call home and ask for an immediate pick up with further actions to be discussed before returning to program.

# Communication

Communication is key for a successful program from both parent to staff, and staff to parent. It is extremely important to notify the program director of any issues related to your child within or outside our program. We want to hear from you and how we can best serve your family, feedback is encouraged and widely accepted!!!

## Attendance

Attendance is important, as we are trying to build a program we are solely operating off grants and funding from the state of Washington. There is of course some flexibility, if your child(ren) is out of town, sick, or only need certain days of the week i.e., Tuesday’s and Thursday’s only, please communicate. Attendance and your child’s schedule is very important as we would like to open up slots for other children in our program. Please communicate if your child is going to be absent from program so we can ensure, as a unit, the safety of our youth.

## Consent to Share Records

Within your registration packet we ask that you read and sign the following releases so we can provide the necessary information and data to Washington’s Office of Superintendent of Public Instruction also known as “OSPI”. Records such as grade, age, ethnicity, birthdate, gender, special needs status and other demographic information. If you do not sign, we will not disclose this information. Your child can still attend our program.

## Photo and Video Release

Use of pictures, video or other media with children will be subject to a written release form included in the registration packet. No media will be without written consent from a parent/guardian.

## School Closures and Delays

Bees Club will operate and work in conjunction with the Kent School District Calendar. If the school is closed, we will also be closed. If there is a late start due to inclement weather, we will not have AM programming. PM programming will be decided based on the forecast and families will be notified as soon as possible. Any other communication, updates, and reminders of such closures will be shared via email and/or text message.

## Hours of Operation

Program will run Monday through Thursday. Please see below for specific times throughout the week.

- PM Monday, Tuesday, Thursday 4-6pm
- PM Wednesday 2-4pm

## Activities Schedule (subject to change)

### Mon. Tues. Thurs:

3:40-4:00 – Check In and Snack  
4:00-4:50 – Enrichment Activity  
4:50-5:15 – Homework Assistance and Physical Activity

### Wednesday: (Community Network Council)

1:55-2:00 – Check In  
2:00-2:10 – Snack  
2:10-3:55 – Program  
3:55-4:00 – Dismissal

## Medication Policy

All medication will need to be taken at home before school and/or arranged and taken with the school nurse before PM program begins. Communication is essential if your child(ren) is taking medication and/or dealing with asthma or a disability. Please alert all staff if any medications are being taken, conditions and/or special accommodations is needed for your child(ren).

## Accidents and Illness

We have two first-aid kits on site and will handle any minor cuts, scrapes, or burns on site and alert a family member. If there is a major accident i.e., broken arm, concussion, or deep laceration, we will alert a family member immediately. If there is a failure to connect with a family member or an emergency contact, we will call 911 and wait for an ambulance and a staff member will ride with the child to the hospital.

If a child is sick or showing symptoms of being sick, we will remove the child from the group and connect with a family member or emergency contact to come pick up. If your child is vomiting and or diarrhea, please keep the child home and symptom free for at least 24hrs.

