



World Explorers

Parent Guide

Afterschool Adventures & School Break Camp



World Explorers Group has the dedicated mission to offer expert family education services including preschool, camp, and after-school services to children across the world. The foundation to our success stems from our dedication:



To building community in the staff, families, and children we serve.



To the whole child experience including attention to healthy eating, physical fitness, access to the math, science, and technology, and an appreciation for literature and art that reflects children in their own unique image.



To ensuring that our team is valued, has access to opportunities for growth, development, and success, and are able to benefit from the success of our community.



To remain leaders in creative educational programming including direct services, curriculum development, and product development.



**It takes a
village.
And you've
found one!**

Throughout the school year, our Explorers experience an array of world cultures through our STEAM-inspired Afterschool Adventures curriculum while also learning social and emotional skills that prepare them to be caring, responsible citizens of a global community. Our explorers learn to value both the similarities and differences between themselves and others through our carefully crafted program excursions, cooking classes, science, engineering and math workshops, art explorations, mind and body fitness, and dramatic play adventures.



**School
Break
Camp**



**Afterschool
Adventures**



After school Adventures

During **Afterschool Adventures** we travel the world through the hands-on experiences embedded in our unique enrichment curriculum. As part of this experience, our explorers relate back to their own culture and heritage to discover what makes them a unique global citizen. At the end of each school year, explorers will have visited the great wonders of the world, tasted food from around the globe, played games from other countries, and learned to view themselves as an integral part of the progress of our global community. Our aim is to instill a love of exploration, adventure, and learning in each child that walks through our doors. We also include time for snacks, group games/challenges, and free play in each day's adventures.



Enrichment Classes



STEAMWorks



Book Adventures



Global Kitchen



Artventures



Cultural Kinetics

STEAMWorks

Release some STEAM as we explore cultures through the lens of science, technology, the arts, math, and engineering.

Explorers use science, technology and engineering to examine various aspects of a country's culture and geography. Perhaps they need to design a bridge to get animals safely from one side of a flooded landscape to the other. Or maybe they need to design a way to get water from the top of a mountain down to a village at the base of the mountain. Each week presents a new challenge in need of a solution.



Building boats that float
Thailand Floating Markets



BOOK Adventures

The unlimited imagination is their guide as explorers develop their reading, writing, and performance skills inspired by global myths, folktales and legends.

Explorers dive into the world of theatre, film, and dramatic play, using myths, legends and cultural stories as the jumping off point for the exploration of various types of storytelling and performance.

GLOBAL Kitchen

Bon appétit! Explore a culture through one of its most social and meaningful activities---cooking and eating!

Through a mixture of unique ingredients, food art and classic dishes from around the world, Explorers' taste buds will experience all six inhabited continents!

Note: World Explorers keeps accurate and up to date allergy information for all children. This information is held by the teachers and counselors for each group. Recipes involving known allergens are avoided. World Explorers is entirely nut free.



ART ventures

The world is your palette. Discover traditional arts and crafts techniques through the exploration of materials and process, all while developing an appreciation for art and celebrated artists from around the world.



Thai Spirit House from Thailand



Diwali candle holder from India



Cherry blossoms from Japan



Cultural Kinetics

Shake, rattle and roll! Get ready to sweat as you use your body to explore music, dance, sports and games!



Learning about the islands of Japan through a group island hopping challenge.

Staffing

World Explorers provides an on-site supervisor during all hours of program operation.



Most staff are either currently attending an undergraduate program, a graduate program, or have received a bachelor's or associate's degree in any number of fields, mainly in art and education.



Specialists on staff assist in the creation of the Afterschool Adventures curriculum, including our in-house art and drama specialists.










SERVICE Learning Projects

It is our belief that part of being a member of a global community is giving back. It is our goal to do two to three service learning projects each year with our explorers. In the past, we have collected items for child monks in Nepal, provided relief in the form of backpacks, toiletries and clothing to the victims of Hurricane Matthew in Haiti, and collected money to provide electricity to a school in Jamaica.

Afterschool Adventures

Additional Features

-  Wholesome and hearty snacks provided daily
-  Option to enroll in monthly payment plan
-  Parent friendly office hours
-  Scholarships available
-  ACS vouchers accepted pending NYC Authority approval

Sample Daily Schedule



Late afternoon dismissal

3:30 pm - 3:45 pm	Classroom pickups/dismissal
3:45 pm - 4:10 pm	Snack & community circle
4:10 pm - 4:30 pm	Organized indoor play and homework booster groups
4:30 pm - 5:00 pm	Explorers enrichment class
5:00 pm - 5:30 pm	Outdoor play (if available)
5:30 pm - 6:00 pm	Special-interest stations, games, & free play

Public school dismissal

2:30 pm - 2:45 pm	Classroom pickup
2:45 pm - 3:30 pm	Special-interest stations & free play
3:30 pm - 4:00 pm	Snack and Community Circle
4:00 pm - 4:45 pm	Explorers Enrichment Class
4:45 pm - 5:30 pm	Outdoor play (if available)
5:30 pm - 6:00 pm	Special-interest stations, games & free play

Tuition

Based on a TEN month program from September through June. We will prorate based on a student's program start date.

Please visit our website for current tuition information for your child's host school or our private after school program located at 485 Atlantic Avenue.

Our goal is to allow all families to participate in our programs. To that end, we offer robust scholarship offerings to families with expressed financial need.

We also work with schools to create tuition plans that best suit the needs of the school community.



Schedule	Sample Annual Tuition
Full Time	
4 days per week	
3 days per week	
2 days per week	
1 day per week	



Tuition:

Scholarships, discounts & vouchers

World Explorers offers need-based scholarships as well as a 10% sibling discount.

World Explorers accepts vouchers through government funded agencies, and we also offer in-house scholarships. Please note the voucher acceptance program is site specific, based on the license at a given location. Please contact our Enrollment Director at info@explorerkids.us to inquire about tuition assistance programs that may be available to your family.

Program Policies

**Schedule Changes
Program Credits & Refunds**



Schedule Changes

If you enroll for a full program year or for a single trimester and need to update your enrollment or teacher-led electives for upcoming trimesters. We understand that adjustments may be necessary due to unforeseen circumstances or evolving priorities. **Please keep in mind, changes can only be made twice per year: 12/1-15 and 3/1-15. Changes for the first Fall trimester can be made up until September 15th when registration officially closes.** If you are enrolled in one trimester and do not complete an **Enrollment Update Form** for the upcoming trimester, we will assume that your family is not enrolling for the upcoming trimester(s). To streamline the process and ensure efficient coordination, please follow the steps outlined here.

Review the Current Schedule:

Familiarize yourself with the existing World Explorers After School Adventures schedule as well as the schedule for the Teacher-led Electives.*

*Electives are only available to PS 38 Families

Submit Your Request:

Visit our site to submit the **Enrollment Update Form** during the **two change periods: 12/1-12/15 and 3/1-15.** Our Explorers Support Team will handle your request. For adding days/electives, you will, your change requests will be granted as long as space allows. For dropping days/electives, your change will be immediately granted. Your updated schedule and updated billing information will be provided to you, and all billing payments will be modified as necessary and resume as scheduled.

Urgent and Unexpected Changes:

We understand that unforeseen circumstances can occur. If your family experiences an urgent or unexpected change, i.e. a move, critical illness, or major life change, that impacts your after school needs, please contact our Explorers Support Team so that we can assist you with your schedule and program change outside of the designated change periods.

Cancellations: Refunds & Program Credits

We encourage you to only register for the specific after school days that best fits your individual family's enrollment needs. You are able to enroll for the the 1-5 days that you need for the full year or the individual fall, winter, and spring trimesters. For any days that you may need after school care, but would not like to make a full year or trimester commitment, you may use our flexible drop-in service.

After school enrollment cancelled **prior to the close of any enrollment period** is fully refundable. After school enrollment cancelled after the start of any enrollment period, is non-refundable, and you will receive a credit to your World Explorers account for any payments applied to your program tuition. If your child has already attended any program days, your credit will be adjusted to account for the days of attendance. The application fee of \$25 is nonrefundable, and no credit will be applied for your application fee if you cancel your program enrollment.

If you register for the full year, you are able to adjust your program enrollment during our trimester enrollment periods as follows:

By September 15, 2023, for a change to your child's schedule for the upcoming Fall trimester

December 1-15, for a change to your child's schedule for the upcoming Winter trimester

March 1-15, for a change to your child's schedule for the upcoming Spring trimester

If you pay in full for the school year, and make changes to decrease your enrollment during these registration windows, you will receive a refund for any difference in your annual program tuition. If you are enrolled in a monthly billing plan, your payments will be adjusted for your new trimester tuition amounts.

Last day to cancel for the full year for a program refund:
September 15, 2023

Last day to cancel for the Fall trimester for a program refund:
September 15, 2023

Last day to cancel for the Winter trimester for a program refund: December 15, 2023

Last day to cancel for the Spring trimester for a program refund: March 15, 2024

Absences & Class Cancellations

There are no refunds given for student absences. (including illness, family vacations, or missed school days for any reason).

No refunds or credits will provided if our program is cancelled due to school closures, weather closings, communicable-disease related closures, school facility issues, or any closings beyond the direct control of World Explorers.

In the event of a state-mandated school closure for any reason (i.e. a pandemic, or geographic disaster), we will pause any upcoming automatic payments and issue credits for any prepayments for services. Enrollment and payments will resume as soon as allowed by the governing authorities.

1st Days of After School & Camp

Big Transitions!

Whether your child is a seasoned Explorer or exploring with us for the first time, new routines can be tough at first. Reluctance to start new programs or meet new friends is a normal feeling for many children. Adjustment to transitions may be part of a child's separation process. We understand that transitions can be tough for children (and sometimes parents too!). If children are sad at drop off, they will receive loving care from their counselors, an opportunity to express their feelings and assurance that "we understand their feelings and will be working hard to ensure they have an excellent time in our care. We will also openly encourage friendships and support from fellow Explorers Counselors will reach out to a child's caregivers if the transition to Explorers care is challenging beyond our capabilities. Generally, children are busy and content when they are with us, but if not, we will update you through Brightwheel. .

You are welcome to message via Brightwheel or email to find out how things are going. The director or teachers will talk with you about your child's progress and will keep you apprised of his/her adjustment. Sometimes it takes a while for your child to establish a feeling of trust in a new situation. And sometimes what looks like an easy beginning becomes challenging further down the road. Children may have renewed separation feelings after they've been sick, when a sibling is born, when friend circles shift, a parent is on a trip or working longer hours, after a break from school, or if a new caregiver comes into the family circle. A child could even experience separation when he/she returns to school in the fall, whether to the same classroom or a new one. We understand and respect your child's needs and are here to support all aspects of the separation process whenever they occur.

ADDITIONAL PAPERWORK

Please complete and submit these items at least one week before the first day of your child's program Please contact the Camp Director if you need any assistance with required paperwork.

Child Health Examination Form

To be filled out annually by your child's doctor including all required immunizations.

Parent Profile on Explorerkids.us and Brightwheel

First, create a family profile on our main website. Second, create a profile for your child and submit a photo on our Brightwheel Parent Communication system. Brightwheel registration links will be sent to you via email. .

Authorized Pick Up

To be filled out on Brightwheel with the names of any and all adults authorized to pick your child up from school in the event you cannot. Please note that the adults on this list will be required to present a photo ID when picking up your child even with their name being on the list.

PROGRAM SUPPLIES

While we keep a hefty supply of essentials at our fingertips, we ask that our families keep the following supplies on hand to ensure that your child remains safe, comfortable, and hydrated during their time with us.

Please leave all at-home toys at home. Our classrooms are high-energy, and we cannot guarantee that special toys from home will be in your child's possession at the end of time with us.

Please consider packing a change of clothes for your child (3K, 4K, & K). Accidents happen, and in the event there is an accident during their time with us we want to be able to have a solution on hand. Also, please note that we often get messy during after school activities, especially cooking and art. Consider dressing your child in comfortable and easy-to-wash clothing.

Please make sure your child has the following to ensure a successful day of after school or camp:

Sturdy shoes

We request no Crocs, flip flops, or open-toed sandals to be worn during camp days.

Mask

Properly fitted reusable face mask, optional

One full set of extra clothes

(3K, 4K, & K)
top + bottom
underwear + socks
weather appropriate

Water Bottle

One child-sized leak-proof

Label your child's items

with their name or initials

LATE PICK-UPS

After 3:35 for early pick up, and after 6:05 for extended day camp or after school pick-up, a \$10 late fee will be assessed for every 15 minutes past the 3:30/6:00 pm dismissal time. 3:30-3:35/6:00-6:05 pm is a grace period.

3:35-3:45
6:05-6:15

\$10

3:46-4:00
6:16-6:30

\$20

4:01-4:15
6:31-6:45

\$30

**If continually picking up late after 3:30, we can see if the late dismissal is a better fit for your family. Payment will be processed via the credit card on file for your family within 5 business days.

ABSENCES & LATE ARRIVALS

Please be sure to notify your child's lead counselor via email or Brightwheel of any expected lateness and absences. Please note that our program operates on a set schedule, and it can be extremely difficult for parents to accommodate late arrivals. Parents are requested to have their children at the our school break camp no later than 9:00 am. 9:00 am is the start of the camp day, and is an integral part of their itinerary. On time arrivals also insure your child will settle into the routine more quickly and allow for a successful on-time start for the entire camp group.

RELEASE POLICY

Children will be released only to those adults whose names are listed on the Approved Adults List. Identification will be required of any person picking up your child for the first time. Parents are to advise the Director in writing in advance if a person not listed on the enrollment form is to pick up their child. A phone call does not suffice as proper notification in the change of an authorized adult.

BILLING & PAYMENT INFORMATION

World Explorers After School enrollment is contractual and requests for changes to permanently increase your enrollment for the current school year must be made in advance and are not guaranteed to be available. A decision to decrease or cancel your enrollment in our program does not constitute a refund or cease in billing of your contracted after school fees. Your deposit is considered an expressed commitment for your completion of your annual tuition payment schedule and is nonrefundable. Fees are due for all weeks of the school year despite any of the following: scheduled closings due to holidays or emergency closings, family vacations, sick days, or missed school days for any reason.

Please note that make-up days are not allowed for missed days due to illness, holidays, scheduled school closings, or closings due to inclement weather. For example, if your child is a Mon/Wed/Fri child and school is closed for Veteran's Day, they cannot "make up" this missed day on a Tuesday or Thursday. Spaces in the program are limited, and Tu/Th classes (in this example) may be at full capacity or have only the amount of staff scheduled for the registered attendance that day.



School Break Camp

Our school break camps are an excellent option for school holidays. We also offer drop-off care and camp opportunities on select weekend days. Please check our website for the most up to date booking calendar and excursion schedule.



On **Extreme ADVENTURE** days, our explorers travel via school bus to exciting excursions including Legoland, Field Station Dinosaur, Liberty Science Center, Staten Island Children's Museum, and beyond! Our memorable and action packed days include all meals and attraction fees.

On **Extreme CHILL** days, our explorers will have a relaxing and yet enriching break from school at our new 485 Atlantic Avenue location. Our day of chill will include all meals, snacks, and plenty of opportunities for play and discovery. Some Extreme *CHILL* days may also include a nearby walking trip or a special guest visitor.



Themed full-day
enrichment

School Break Camp Components



Parent friendly
office hours



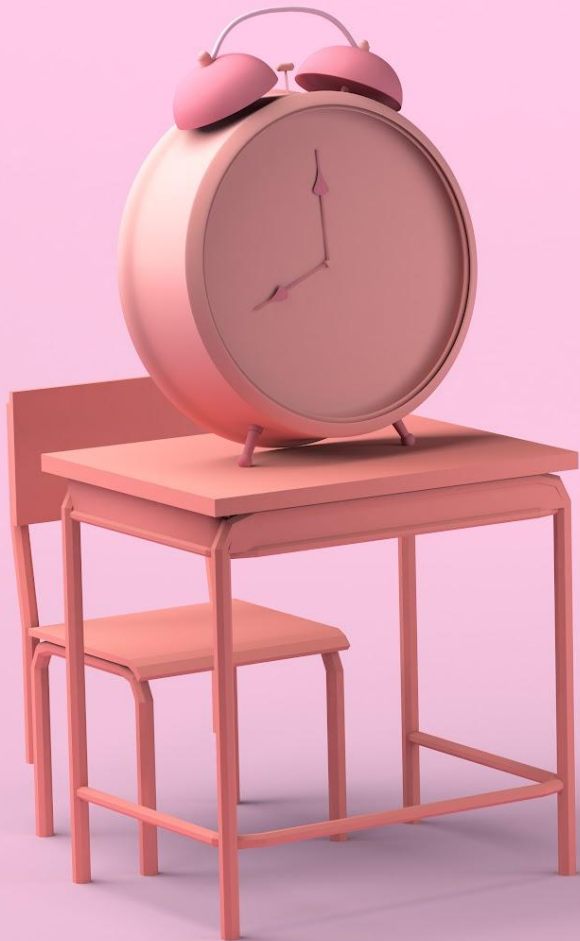
Wholesome & hearty
breakfast, lunch & snacks



Activities, excursions &
all travel included



Flexible payment
options



SCHOOL BREAK CAMP SAMPLE SCHEDULE

8:00am - 9:00am	Drop-off/Breakfast
9:00am - 9:15am	Opening Community Circle
9:15am - 9:45am	Travel to excursion
9:45am - 12:30pm	Excursion/Workshop
12:30pm - 1:00pm	Lunch
1:00pm - 2:30pm	Playground time
2:30pm - 3:30pm	Return to home base
3:30pm - 4:00pm	Closing Community Circle

Tuition

World Explorers offers need-based scholarships as well as a 10% sibling discount.

School Break Camp

8:00 am - 4:00 pm

\$140 Single Day (per child per day)

\$665 5 Day Pack (buy now, schedule later)

\$1260 10 Day Pack (buy now, schedule later)

\$2261 20 Day Pack (buy now, schedule later)

Aftercare

4:00 pm - 6:00 pm

\$50 Single Day (per child per day)

\$237.50 5 Day Pack (buy now, schedule later)

\$450 10 Day Pack (buy now, schedule later)

\$850 20 Day Pack (buy now, schedule later)



We keep it real.



World Explorers follows policies, procedures, and guidelines as required by the NYC Department of Health & Mental Hygiene and the NY State Office of Child & Family Services. Our program is fully insured, and we are able to provide your family with any paperwork necessary for dependent care reimbursement plans.

Our staff is thoroughly background checked, CPR-trained, and adheres to our Explorers training schedule during program employment.

Our team is dedicated to your child's safety, well-being, and expert level care. If you ever have a question about our policies and procedures, our School Aged Program Director Tahirah Clarke's door is always open. She can be contacted via email at tahirah@explorerkids.us

World Explorers Philosophy on
Behavior Management

S.M.I.L.E.



All staff are trained in the following active supervision procedures:

Scan

Interact

Encourage

Move

Learn

S can

- Examine environment frequently
- Notice behaviors - appropriate as well as inappropriate



Move



- Move around the space somewhat unexpectedly
- Note potential problem areas and visit them frequently

Interact

- Start conversations with explorers
- Provide reminders and be proactive when necessary
- Provide positive reinforcement for positive behaviors



Learn



- Learn from explorers what games or activities they enjoy
- Ask questions. Show interest.

Encourage

- Boost spirits!
- Encourage positive behaviors!
- Be a cheerleader!



We are grateful you chose us!

Thank you for joining our community. We look forward to being the best choice for your family's enrichment and childcare needs. Please be sure to make sure our @explorerkids.us email addresses are on your safe list so you never miss the 411 on what's going on in Explorers world.

Follow us on Instagram [@explorerkids.us!](#)