

Winter/Spring 2019 Teacher Run Outside School Activities (OSA), Tuesday January 29th - Friday May 17th

The PTO is proud to offer a variety of outside school enrichment programs taught by our talented Spring Hill teachers and held before and after school.

Please carefully review the following class policies and procedures:



Class Times, Dates, and Locations

1. OSA teacher led classes start between January 29th and February 11th.
2. Classes will be held 8-8:45am before school and 3:45–4:45 pm after school, with the exception of Gym classes which end at 4:30 pm.
3. There are no activities on days that school is closed or afternoon classes when there is early dismissal.
4. All aspects of class offerings (locations, fees, dates, times, grade requirements, maximum/minimum enrollment and/or instructors) are subject to change.

Registration and Payment

1. **There is no registration fee for active Spring Hill PTO members.** Non-PTO members of the Spring Hill community may register for an additional \$8 fee per class. If you are not an active PTO member, you are encouraged to visit www.springhillpto.org/join-the-pto and become a member prior to starting the online registration process. (Families must re-join the PTO each and every school year to be active members.)
2. OSA registration is **online only at the PTO website** www.springhillpto.org.
3. If your child does not meet the grade requirements listed for a class, you **may NOT** register for that class. Please be respectful of the teacher's request on grade level.
4. Children are not permitted to attend class without advance registration and payment. Any unregistered child who arrives for a class will be sent to the school office to wait for their parents.
5. Once a class reaches maximum capacity, students may choose to be added to a wait list. Openings, if any, will be filled from the waitlist on a first-come, first-serve basis.

Withdrawals and Refunds

1. **Please consider class choices carefully as refunds will NOT be given beyond the registration period.**
2. Requests to withdraw received prior to the close of the registration period (January 25, 2019) will be refunded, minus a processing fee of \$10.
3. Requests to withdraw received after the close of registration will not be refunded.

Class Cancellation

1. In the event that a class is cancelled for a particular day, we will do our best to offer a make-up class, however, a make-up class is not guaranteed.
2. In the event that your child misses class on a day that the class is held, no make-up class will be offered.
3. No refunds will be given for missed or cancelled classes.

Pick Up/Late Pick Up/Behavior

1. **Children MUST be picked up at the class location** after each class by their parents or other designated adult. Children will not be permitted to meet parents outside school or at kiss and ride or walk home from classes. Please respect this policy.
2. Parents must send in a note to the child's teacher, letting them know to dismiss the child to that specific activity and location.
3. Parents must park in a legal parking spot while picking up their child(ren) and may not park or stand in the bus circle.
4. Parents are responsible for ensuring their children are picked up on time from OSA each day. If a parent or authorized adult arrives more than 10 minutes late to pick up a student, the OSA instructor will send a note to Spring Hill PTO OSA Lead to notify him or her of the late pick up. The Spring Hill PTO OSA Lead will reach out to the parent to remind them of the policy and alert them that they will have to pay the **\$25 late pick-up fee at the next class directly to the teacher**. If that parent or authorized adult has two late pick-ups, the child will be removed from that OSA and may be denied from participating in future OSAs.
5. Children may be removed from participating in their class(es) and future participation may be denied if they exhibit persistent behavior problems before, during or after their classes.

| Day | Time and Location | CLASS | GRADES | TEACHER | DESCRIPTION | FEES | Class Dates | Max/Min Class Size |
|------|-----------------------|------------------|----------------------------------|---|--|--------------------------------------|--|--------------------|
| Mon | 8-8:45 Gym | Basketball | 3 rd -6 th | Jason McCann Please note this class is 45 min long. | Learn the fundamentals of basketball – for all ability levels. Please have PE attire/sneakers to participate. | \$135 12 weeks | 02/11 - 05/13 2/11, 2/25, 3/4, 3/11, 3/18, 3/25, 4/1, 4/8, 4/22, 4/29, 5/6, 5/13 No class on 2/18, 4/15 | 24/16 |
| Tue | 3:45-4:30 Gym | Ping Pong | 3 rd -6 th | Jason McCann, Anthony Nalley Please note this class is 45 min long. | This class is for students of any skill level of ping pong grades 3-6. We will teach you the basic rules, how to hit a ball properly, and most importantly give you time to practice. | \$135 12 weeks | 01/29 - 04/23 1/29, 2/5, 2/12, 2/19 , 2/26, 3/5, 3/12, 3/19, 3/26, 4/2, 4/9, 4/23 No class on 4/16 | 24/8 |
| Wed | 8-8:45 Gym | Basketball | 3 rd -6 th | Jason McCann Please note this class is 45 min long. | Learn the fundamentals of basketball – for all ability levels. Please have PE attire/sneakers to participate. | \$135 12 weeks | 01/30 - 04/24 1/30, 2/6, 2/13, 2/20, 2/27, 3/6, 3/13, 3/20, 3/27, 4/3, 4/10, 4/24 No class on 4/17 | 24/16 |
| Thur | 3:45-4:45 Library | Video Production | 4 rd -6 th | Lindsey DeVlyder, Danni James | Panther Productions Come explore the use of a green screen as you plan, record, edit, and produce videos. All students will be given time in front of and behind the camera. | \$135 9 weeks | 01/31-03/28 1/31, 2/7, 2/14, 2/21, 2/28, 3/7, 3/14, 3/21, 3/28 | 24/12 |
| Fri | 8-8:45 Gym | Soccer | 3 rd -6 th | Jason McCann Please note this class is 45 min long. | Come and play Soccer before school. This is for all ability levels. Please wear PE attire/sneakers. | \$135 12 weeks | 02/01 - 05/03 2/1, 2/8, 2/15, 2/22, 3/1, 3/8, 3/15, 3/22, 3/29, 4/12, 4/26, 5/3 No class on 4/5 or 4/19 | 24/16 |
| Fri | 3:45-4:45 Room 136 | Knitting | 3 rd -6 th | Rebecca Munroe | How many times have you seen your great aunt or your hipster cousin joyfully knitting away? Is that adorable cable-knit hat from Anthropologie way too expensive for your allowance to cover? Join Ms. Munroe’s knitting class and you will amaze yourself and all of your idle friends. We will cover the basics of knitting, and then move on to knit our very own hat or scarf! Supplies will be provided. | \$135 9 Weeks Supply Fee: \$10 | 02/01 -03/29 2/1, 2/8, 2/15, 2/22, 3/1, 3/8, 3/15, 3/22, 3/29 | 18/6 |