

# **KATESLEM AFTER SCHOOL PROGRAM**

## **INFORMATION PACKAGE**

### **WHAT WE OFFER**

HOMework HELP  
CREATIVE ACTIVITIES  
COMMUNITY SERVICE  
INTERNET SAFETY  
DRUG AWARENESS  
RECREATIONAL ACTIVITIES  
MEAL PLANNING  
SNACK  
LIFE SKILLS  
READING  
FRIENDSHIP  
LEADERSHIP  
CONFLICT RESOLUTION  
INSTRUCTED/LESSONS  
BOYS' AND GIRLS' EVENINGS  
PARENT GROUP  
FAMILY EVENTS  
SOCCER TEAM  
FIELD TRIPS

# The Kateslem Philosophy

**Respect:** Value the views of our youth and the differences among them. Treat each other with dignity

**Empowerment:** Involve our youth in a meaningful way by sharing authority for decision-making and managing activities.

**Giving Voice:** Provide opportunities for youth to question, to be listened to, to be heard and understood.

**Diversity:** Recognize value and respond to differences in cultural background, economic status, gender, sexual orientation and interest of our youth.

**Leadership:** Ensuring leaders are “in touch” with youth issues and have a positive attitude. Provide training and support for leaders to inspire and motivate others.

**Mentoring:** Learning positive social skills, cooperation and how to organize activities from effective adult leaders.

**Youth-Centered:** Work with our youth to plan programs suited to their unique style.

**Accessibility:** Make resources easily accessible to youth in their local areas.

**Affordability:** Make our program available to all youth regardless of financial ability.

**Community Resources:** Use cooperative efforts and pooled resources to involve the whole community: families, schools and community partners.

**Safety:** Provide a positive, non-threatening and secure environment for youth.

# Information for Parents and Students

[Please keep for reference]

## ABOUT OUR PROGRAM

Kateslem is a “not for profit” organization that offers after school activities to youth between the ages of 11-14 who would otherwise be unoccupied. Students registered with Kateslem are provided a safe and caring atmosphere offering academic, emotional and social support. Kateslem has been successfully operating programs at Banting Middle School since 1999 and at Como Lake Middle School for almost 3 years. The program operates Monday to Friday from 3 pm until 5:30 pm during the school year.

## PARTICIPATION

There is no charge for attending Kateslem After School Program. Students are required to bring a non perishable food donation at the beginning of each month. Students are required to attend 5 days a week in order to attend special events, field trips and paid lessons. If a child attends less than fulltime they are not included in these events as they are costly. Participation in community service, fundraising and special events are an important part of our program.

## DAILY PROGRAMING

Kateslem is a value based program that offers a wide variety of activities such as: homework support, crafts, physical education, field trips, drug awareness, internet safety information, sexual health information, nutrition, and community service projects. Movies shown throughout the year can be rated up to **PG14 (we use some movies as teaching tools)**. Please advise staff if you do not want your child to participate. A list of movies is available upon request.

## BEHAVIOUR

Kateslem After School Program is a value based, social program. At Kateslem, program staff recognize that members are unique individuals with unique circumstances. Kateslem staff promotes an atmosphere where club members feel accepted and safe to be themselves. Club members are given opportunities to develop and demonstrate respect for self, staff, other club members, and the community. Participation in community service projects, fundraising events, and regular attendance at club are an expectation for all club members and staff. Occasionally program staff may decide to exclude a club member from a particular activity if these expectations are not met. Program staff will then respectfully review program expectations to enable the club member to make different choices for future activities.

## ATTENDANCE

Attendance is taken each day at club. It is important that you notify Kateslem staff if your child will be absent. This can be done by calling the school and leaving a message for Kateslem staff or by contacting Karyn Bell directly at (604) 250-9332. Students staying in class or attending a school activity are expected to advise program staff where they will be and when they will return. If a student is absent on day that they attend club and we have not been notified we will contact a parent.

Kateslem program staff are scheduled to leave at 5:30pm when students are dismissed. If you are unable to pick up your child from club, please make prior arrangements with an alternate. Kateslem staff are not available to drive students. Parents that want their child to walk home when dismissed, please sign the permission section of the Registration Form. Information regarding pick up times for special events and field trips will be sent home throughout the year.

## **BOYS’/GIRLS’ EVENINGS**

Throughout the year Kateslem offers special program evenings. These evenings alternate between boys only and girls only. Boys’ and girls’ evenings are scheduled to start at 5:30pm and end at 7:30pm. Dinner is provided along with an activity designed for boys only or girls only. Students participating must be picked up at club by a parent. These evenings are only available to members that registered full time.

## **FIELDTRIPS AND SPECIAL ACTIVITIES**

Kateslem staff organize fieldtrips and special activities during the year. Activity information and permission slips will be sent home prior to each activity. Participation in special events is a privilege. Responsible behaviour, attendance at club, participation in community service projects, and fundraising events, will be considered by staff when choosing participants.

*\*Permission forms must be returned by the date on the form for members to attend\**

## **PARENT SUPPORT**

Kateslem After School Program offers three Parent Education evenings per year for parents of registered students. Guest speakers and open discussion provide parents with helpful ideas and support regarding child development for middle school age youth.

Open house is held twice a year at Kateslem, giving parents a chance to inquire about their child’s development in the program. The Program Director is always available to assist parents regarding a child’s development or difficult circumstance. Please see contact details for this information.

## **PARENT VOLUNTEER OPPORTUNITIES**

On occasion we like the opportunity to have our parents come and share their skill with club members and staff. If you have a skill that would be beneficial to the club please contact the Program Director.

## **FUNDRAISING**

Kateslem is a “not for profit” organization. We rely on the kindness of the community for crafts, supplies, fieldtrips, workshop instructors and special events. Notices will be sent home to inform parents of these upcoming events.

## **COMMUNITY SERVICE**

At Kateslem we believe in the “pay it forward” philosophy. Each year Kateslem program staff and students plan and implement a variety of community service projects. Notices are sent home with students to inform parents of upcoming community service projects.

## **KATESLEM CONTACT INFORMATION**

Questions regarding Kateslem After School Program can be directed to:

Karyn Bell Executive Director  
Kateslem Youth Society  
(604) 250-9332  
[karynskateslem@yahoo.ca](mailto:karynskateslem@yahoo.ca)  
[www.kateslem.com](http://www.kateslem.com)

Messages can also be left at:

Banting Middle School  
(604) 939-9247  
Como Lake Middle School  
(604) 936-1451

Program Staff:

Lisa Farley  
Calvin Castagner  
Ilona Palko