

Dear Extended Day Program Families,
 Below are a few Before/After School Program reminders for your review.

Dates to Remember:

11/8/2022	No School	No AM or PM EDP
11/23-25/2022	No School	No AM or PM EDP
11/25/2022	November Fees Due	<i>Questions? Email heppa@aaps.k12.mi.us</i>
11/30/2022	Early Release Day <i>Students dismissed @1:18pm</i>	AM EDP only <i>Extended Day Programs will not run in the afternoon on early release days.</i>

Program Notes:

Alerting staff to your drop-off or pick-up

- School office staff do not monitor the front door buzzer during EDP program times.
- Please review our procedure for signing out your student from after school care.
 - Authorized adults must call/text site cell phone upon arrival.
 - The site cell phone numbers are listed at the bottom of this update.
 - The primary account holder or authorized adult must meet students at the entrance door with valid ID.
 - An Authorized adult, including EDP site staff, must sign the student out.
 - Pick-up may include unspecified wait time for EDP staff to escort your student to the school pick-up location.

Extended Day Program Student Absence

- Please continue to alert your student's EDP site to an afternoon absence.
- Call, text or email the site directly no later than one hour before school dismissal.
 - The site phone numbers can be found on page 2 of the parent handbook, and at the bottom of this update.
 - **Please note:** Calling the school office does not ensure EDP staff are aware of your student's absence.
 - Primary account holders are responsible for informing their classroom teachers separately of variations in their student's after school schedule.
 - If your student is taking an enrichment class after school, please communicate the details (time and dates for the class) with the EDP site staff. EDP staff may not be able to walk your student to their enrichment class.

Extended Day Program Contact Information

SITE	EMAIL	CELL PHONE
Abbot	abbsacc	734-255-7546
Carpenter	carsacc	734-255-7338
Lakewood	laksacc	734-277-9469
Mitchell	mitsacc	734-255-8307
Pittsfield	pitsacc	734-210-9887
Angell	angsacc	734-680-5191

*E-mail suffix for each site is @aaps.k12.mi.us

Thank you,
 The Extended Day Program Team