



August 2010

Dear Los Feliz Families,

**Congratulations** as you begin an exciting year at your new school home in Glassell Park! E3, Incorporated is very excited to once again be a part of your school community, and we look forward to welcoming back both new, and familiar faces, to our before and after school programs!

Our experience as your after school provider, coupled with our desire to meet the needs of all families attending Los Feliz Charter School for the Arts, prompted the creation of an addition to our "E3" before and after school program. A new program called "EASE," offers different types of components that make up a before and after school program for your school community, and like E3, will be held right on your school campus.

"E3" is a before and after school program that meets the needs of families looking for a structured environment providing a variety of hands-on enrichment programs, fine arts and specialty courses provided by specialists, and signature classes offered under the instruction and supervision of our staff, who participate in mandatory monthly in service training sessions.

"EASE" (Exciting After School Experiences) is a new before and after-school program offering children an opportunity to participate independently in various free form activities, under the supervision of our playground staff.

Both programs ensure all children are provided a safe and nurturing environment.

#### How To Enroll in "E3" and "EASE"

##### **On Line Enrollment:**

Enter our Homepage at [www.enrichmentkids.com](http://www.enrichmentkids.com)

Click on "Enroll" at the top of the page, boxed in blue.

\*Read the "How to Enroll in E3 Page" and then click "Click here for Forms to Download."

To expedite the enrollment process, we recommend you print ALL of the forms NOW.

To ensure your child is enrolled in the appropriate program of your choice, please make sure where ever your school name is asked for, that you write in "LFCSA" and then write in either "E3" or "EASE." It is especially important this information appear on the **Enrollment Form**.

A fee of \$75 for registration is mentioned on the "How to Enroll in E3 Page." This **does not** apply to LFCSA. **The fee for LFCSA is a special rate of \$50 for both E3 and EASE.**

For parents without Internet access, please contact the E3 Administrative Offices at 818-989-7509 for a Registration Packet ASAP.

**ALL Packet Information, Registration Fees and Tuition are due on or before September 1, 2010.**

## **Q&A Regarding the E.A.S.E. Program**

### **What kinds of activities will kids be allowed to do on the playground?**

The beauty of LFCSA having their own campus, coupled with E3 Inc. being the after school provider, allows our company flexibility as we no longer have to share space with another school, nor will we be sharing space with another after school provider. Your children will be allowed to run and play and be KIDS. Our company owns sports equipment that will enable your child to play handball, soccer, kick ball, basketball, football, and baseball. Additionally, activities such as relay races, bowling, badminton, speed stacks, The Amazing After School Race (likened to the television show "The Amazing Race") will be offered as activities.

### **Will there be any separation by age?**

Yes, children will be separated by grade level. When group activities are offered, and if your child wants to participate, he/she may as an example, be placed into groups that look like: K/1, 2/3 and 4/5. It will all be dependant on enrollment.

### **How many kids can be at each station?**

Our ratio for this program will run 20 children to 1 Playground Assistant. Stations will be set up accordingly.

### **Will there be rules to follow?**

We adhere to the Building Character "Cool Tools" created by LFCSA. Our Discipline Policy is outlined in the E3 Inc. Parent Handbook available within the Registration Forms link at [www.enrichmentkids.com](http://www.enrichmentkids.com)

### **Will my child be allowed to run and play ball or tag on the playground?**

Yes! A child will be stopped however, if he/she poses a danger to his/herself, or others.

### **What happens when it's raining outside?**

A designated area has been provided for E.A.S.E. to use indoors in the event there is challenging weather.

### **Where will I pick my child up at the end of the day?**

To date, two rooms at the school entrance have been allotted for evening pick up. If parents are picking their children up prior to 5:30 p.m., they will be required to walk to the E.A.S.E. area and sign their child out. E.A.S.E. staff **will not** leave their stations to walk children to the school entrance before 5:30 p.m.