

Bascomb Elementary School



Mrs. Kathleen Chandler
Principal

Mrs. Courtney Shaw
Assistant Principal

Ms. Jessi Currie
Assistant Principal

1335 Wyngate Parkway | Woodstock, Georgia 30189
770.721.6630 | Fax: 770.592.0907

August 3, 2020

Dear Parent or Guardian,

Thank you for entrusting the care of your child to the Bascomb After School Program (ASP). Our goal is to provide you and your child with a safe, nurturing, enjoyable care program that is both convenient and affordable. Each afternoon, our students are provided with a small, healthy snack, outdoor play time (weather permitting), organized indoor play, computer lab time for working on school work or playing educational games, and finally, at the end of the afternoon, some brief time to settle in front of cartoons or a G rated movie.

We need your cooperation to keep our program running smoothly and to ensure that we are able to adequately plan for appropriate supervision of your child in the afterschool program. As you will see in the attached county guidelines, **ASP is a pre-paid program**. The county rate for ASP is \$10 per day, per child. We request that you kindly register and pay for your child's after school needs on a weekly or monthly basis. This year, we will be strictly enforcing the requirement that students must be registered and paid by 10:00 am. If registration and/or payment is received after 10:00 am, your child will be considered a "drop-in" and you will be charged \$14 for that day. If your needs are such that you may not know weekly what days you need care, we encourage you to keep a few days' worth of registration payment in your child's account so that if you have to contact the school in the morning to register for that day, funds are already in your account. Online payments can be made using a debit or credit card at <https://osp.osmsinc.com/CherokeeGA/>. You will pay a small processing fee if you choose to use this service.

If you need to report a change to your child's transportation during the school day, please do not contact the teacher or the ASP office, as these messages are not always received before students are dismissed for the day. All changes should be emailed to bascomb.office@cherokeek12.net and these changes will be communicated to your child's teacher before the end of the day.

Please familiarize yourself with the attached ASP guidelines as they contain all of the information that you will need about ASP. Should you have any questions or concerns about ASP, please contact me at (770) 721-6630, or by email at courtney.shaw@cherokeek12.net. We look forward to serving your child this year in the ASP program.

Sincerely,

A handwritten signature in blue ink that reads "Courtney Shaw". The signature is written in a cursive style.

Courtney Shaw
Bascomb Assistant Principal/After School Program Coordinator



Cherokee County
School District