

TASK After School Program – Quick Glance Guide

Questions?

Contact **Karen Kuzio** at the Recreation Department

 kkuzio@briarcliffmanor.gov

Please Do not call Todd School.

Registration

- **Opens:** Wednesday, December 10 @ 9:00am
 - **Closes:** Thursday, December 18 @ 12:00pm (unless fills beforehand)
 - **How to Register:**
 - Online via Civic Rec (*household account required*)
 - Classes with low enrollment may be cancelled on the 18th
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YMCA Participants

- Kids in the **Tarrytown YMCA program** may also join TASK classes.
 - Parents must notify YMCA which days their child is in TASK.
 - TASK staff will bring children to YMCA program at TASK dismissal.
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Student Behavior

- Todd School rules apply during TASK Program
 - Respectful (of person and property) behavior expected at all times.
 - Disruptive or unsafe behavior = possible removal (no refunds).
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Snack

- Children may bring a **small nut-free snack** to eat before class begins.
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Dismissal

- Pick-up at **3:15 pm in the school's main lobby.**
 - Parents/guardians **must check out their child with the Program Supervisor.**
 - No parent may enter the hallway for any reason without appropriate clearance from the Todd School Security team.
 - If someone else is picking up not on the approved list → email Karen @ kkuzio@briarcliffmanor.gov
 - Children may **not walk home alone.**
 - Repeated late pick-ups = dismissal from program.
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Class Cancellations

- **Snow day / early dismissal:** class postponed → make-up date used.
- **Delayed school opening:** no impact on program.