

Potomac after hours



Potomac Community Center
11315 Falls Rd., Potomac, MD 20854
240-777-6960

Dear After Hours Parents:

Welcome to another year of fun at After Hours at the Potomac Community Center! We are pleased that your teen decided to become a member this year.

MEMBERSHIP CARD & FORMS. Now that your child is a PCC After Hours member, you must return two mandatory documents before your child can attend the program.

Please download the Health & Information form and the After Hours rules form from the MCR website. Once PCC/After Hours staff gets both forms and a self addressed stamped envelope, your child's After Hours membership card will be mailed to the home address we have on file.

Members must bring their cards each Friday. If they do not, they will be treated as a guest and will have to pay the \$5.00 guest fee.

DURATION/HOURS OF PROGRAM: Oct. 4, Nov. 1, and Dec. 6, Jan. 3, Feb 7, and March 7. Program hours will be from **9:15 PM – 11 PM**. After Hours will not meet on days when the school system closes early due to inclement weather. ***The inclement weather number is 240-777-6889.***

VOLUNTEERS: We need your help and commitment to ensure that our program continues to be a success. ***Each parent must volunteer at least one time (or more) at an After Hours event during the year.*** Without parental support, we will not be able to continue to operate this program.

You will be assigned an evening to volunteer.

Failure to fulfill the volunteer agreement may result in the refusal of a future membership.

Please understand that without enough volunteers each evening, we may be forced to cancel future weeks. Your volunteering is requested for the safety and enjoyment of the children that participate.

GUESTS: NOVEMBER 1 IS THE FIRST NIGHT THAT AFTER HOURS MEMBERS CAN BRING GUESTS. You will receive 2 Guest passes with your membership card to use after November 1. Any additional guest passes will be sold at the door; we will not be selling them in advance.

RULES & REGULATIONS: Please see the After Hours Rules Document.

These are to be read and understood by both parents and members. Please explain to your teen that if they do not abide by these rules, their membership will be revoked.

Behavior problems will be dealt with accordingly. Parental contact will be made if necessary.

IT IS THE PARENT/GUARDIAN'S RESPONSIBILITY TO PICK-UP THEIR CHILD IMMEDIATELY WHEN REQUESTED TO DO SO BY RECREATION DEPARTMENT STAFF.

PICK-UP & DROP OFF PROCEDURES: Montgomery County Recreation is NOT responsible for your teen before or after the advertised times of the program. **At 9:15, After Hours teens will enter the Potomac Community Center through the side front entrance– not the gymnasium door.** (This year, Club Friday members are being checked out in the gymnasium.)

An After Hours parent or carpool driver needs to come inside at 11 PM to get their teen or carpool. **Remember: Cars must be parked in lot spaces and not at the curb in front of the center entranceway.** Carpooling is strongly encouraged. **Please be prompt in picking up your teen.**

LATE PICK UP POLICY: An overtime fee of \$10 for each 15 minutes (or portion of 15 minutes) per member is assessed regardless of the reason for being late. Payment is due at the time of pick up.

Thank you. See you in October!

Sincerely,

Peter Selikowitz, Director
Potomac Community Center

Gigi Gonzalez, Director
Potomac's After Hours Program