

Dear Parents,

It is our pleasure to serve your School Age Program (SAP) youth ages 5 to 12 years. Youth Programs is a Boys and Girls Clubs of America facility and a chartered 4-H Club.

The Hurlburt SAP before and after school programs, designed for children in grades K-7, complement the education system with fun, exciting and innovative programming.

The SAP is designed to encourage growth, socialization, and learning in an environment conducive to your child's development. Rooms are designed into "interest areas" incorporating dramatic play, construction, arts & crafts, science, outdoor nature skills, computer, library and literacy appealing to your child's interest.

Our dedicated and professional staff work continually to challenge the children with new and thrilling activities both indoors and outdoors. Our goal is to serve military personnel and civilian employees by providing a caring, positive environment for their children.

We look forward to welcoming your child into our program.

~Hurlburt Youth Center



**HOURS OF OPERATION**  
Monday - Friday • 6am-5:30pm  
Closed All Federal Holidays

Phil Powell  
SAP COORDINATOR

Kathy Moore/Pam Hite  
LEAD CYPA

Del Mucci  
YOUTH DIRECTOR

For Questions or Comments,  
Please call: 884-6355

DOD Certified & COA Accredited



current as of: 12.21.11  
Subject To Change Without Notice



## MISSION

Our mission is to provide quality school age care that enriches and empowers children, supports families and provides peace-of-mind for parents knowing their child is nurtured and safe as they focus on their job and their Air Force mission.

## PROGRAMS OFFERED

- Before School Care
- After School Care
- Winter/Spring Break Camp
- Summer Camp
- Parents Night Out
- Give Parents Break

## FOOD SERVED

Nutritious meals and Snacks are served daily. The SAP is a participant in USDA Food program. Due to USDA regulations, outside food may not be brought into the facility. We specially prepare food for children with dietary restrictions.

## STAFF TO CHILD RATIO

To ensure safety and manage ability of all children, the child to staff ratio will not exceed 2:24 throughout the building. For activities requiring higher supervision (such as: swimming, wood-working, cooking) we adhere to a 1:6 ratio. Field trips are supervised at a 1:12 ratio group.

## SPECIAL NEEDS CHILDREN

Children with special needs requiring individual attention are admitted on a case by case basis following guidance from a special needs team and their written approval. IEP's must be on file with the school age program in order to help us meet the needs of your child.

## ENROLLMENT POLICIES & COST

### ELIGIBILITY

The following categories of personnel may utilize Hurlburt School Age Program (SAP); Active duty military personnel assigned to or supporting Hurlburt Air Force Base, active duty military personnel and their dependents who are not assigned to or supporting Hurlburt Air Force Base, DoD NAF civilian employees and contractors assigned to Hurlburt Field Air Force Base. Eligibility will be verified with proper identification.

### 4.1 Priorities for enrollment:

**4.1.1.** 1st Priority: Single parents (active duty or DoD civilian) or dual active duty military personnel assigned to or living on Hurlburt Field. Single parent status does not apply to households in which unmarried couples or pairs are living as a family or parents cohabitating with other parent of the child/children for whom they are requesting care in the Hurlburt Field CDC or SAP.

**4.1.2.** 2nd Priority: Active duty military or DoD civilian personnel assigned to or living on Hurlburt Field whose spouse is employed on a full-time basis outside the home. Both parents must be employed, a full-time student (enrolled in a minimum of 12 credit hours), or actively seeking employment.

**4.1.3.** 3rd Priority: Active duty military and DoD civilian with a non-working spouse assigned to or living on Hurlburt Field, and active duty sponsors assigned to or living on another installation but whose dependent child/children live in the Hurlburt Field local area with another parent and request care in the Hurlburt Field CDC or SAP.

**4.1.4.** 4th Priority: DoD Contractor

## PROGRAM FEES

School Age Care Child Weekly Rate  
(full day rates apply during vacations)

Category I	\$0 - \$29,400
Category II	\$29,401 - \$35,700
Category III	\$35,701 - \$46,200
Category IV	\$46,201 - \$57,750
Category V	\$57,751 - \$73,500
Category VI	\$73,501 - \$85,000
Category VII	\$85,001 - \$100,000
Category VIII	\$100,001 - \$125,000
Category IX	\$125,001 - Above

Category	Before	After	Both	Vacation
I	\$16	\$19	\$35	\$53
II	\$20	\$24	\$44	\$68
III	\$25	\$29	\$54	\$84
IV	\$30	\$34	\$64	\$99
V	\$35	\$40	\$75	\$115
VI	\$38	\$44	\$82	\$127
VII	\$39	\$46	\$85	\$133
VIII	\$40	\$47	\$87	\$136
IX	\$41	\$48	\$89	\$139

There is a weekly transportation fee of; \$5 for Before or After school and \$10 for both. Fees based on DoD guidelines according to the Military Child Care Act of 1996. These fees are updated annually.

Contracts are payable weekly, biweekly, or monthly. Payments are due by the close of the 2nd business day that your child attends the program. A late fee of \$10 will be included with payments made after this time.

There are no discounts on holiday closures. Discounts are applied for 2nd and 3rd children for full time care, which qualify as summer weeks as well as before and after school care. There are no multiple children discounts if enrollment is only AM or PM care.