

ACE (After Class Enrichment) Contacts

Carlisle-Foster's Grove	Elise Gosnell (864) 384-1212
Cooley Springs-Fingerville	Elise Gosnell (864) 384-1212
New Prospect	Elise Gosnell (864) 384-1212
Campobello-Gramling	Caroline Nyvall (864) 706-3785
Inman Elementary	Caroline Nyvall (864) 706-3785
Inman Intermediate	Caroline Nyvall (864) 706-3785
Duncan Elementary	Tamika Pollard (864) 542-5028
Holly Springs-Motlow	Tamika Pollard (864) 542-5028
Woodruff Leisure Center	Tamika Pollard (864) 542-5028
Alternate	Elizabeth Hardee (864) 706-3779

Summer Camp Contacts

Inman Elementary	Caroline Nyvall (864) 706-3785
Woodruff Leisure Center	Caroline Nyvall (864) 706-3785
Upstate Family Resource Center	Elise Gosnell (864) 384-1212
Timken Community Center	Elise Gosnell (864) 384-1212
Alternate	Elizabeth Hardee (864) 706-3779

Adventure Camp Tamika Pollard (864) 542-5028 or Elizabeth Hardee (864) 706-3779

Frequently Asked Questions:

What are your fees? ACE: \$25 non-refundable registration fee / \$10 per day or \$45 per week with a \$10 holding fee for any week unattended. Prices are per child. Summer Camp: \$40 non-refundable registration fee / \$80 per week per child. We do not offer discounts for multiple children.

What time do you close? 6 p.m. or until the last child is picked up

Is there an option for a later pick-up time? There is not currently an option for pick up after 6pm. We will not leave your child unattended if you are later than 6pm, however, multiple late pickups may result in denial of services.

Are you open on school holidays? With a minimum of 15 registered participants, we are open on Teacher workdays and holidays that are not Spartanburg County holidays at select locations: Upstate Family resource Center (D2), Inman Elementary (D1), and Woodruff Leisure Center (D4). We are not open for school closings at Duncan Elementary (D5). The cost for full day camps is \$16 per day per student. All students must be registered into the program and have paid the \$25 non-refundable registration fee for ACE.

Do I have to pay when I register? You must pay the non-refundable registration fee of \$25 per child in order for your registration to be complete and before your child attends the program.

When is the last date to sign up? We accept registrations at any time, based on availability. We typically open ACE registration each May for the upcoming school year, Summer Camp registration just after Spring Break, and Summer Camp Scholarship applications are due in April. Please check www.spartanburgparks.org for information on specific registration dates and deadlines or contact a Recreation Coordinator for more information.

When I sign my child up, when will they be eligible to start? Your child will be eligible to start once your registration fee has been paid and we have your paper registration forms at the location where your child will attend. We cannot allow any child to attend without emergency contact and health information on file.

Does my child have to attend every day? No. We offer a daily fee option but do understand that you will be charged a weekly holding fee of \$10 for any weeks unattended.

What do the students DO at ACE? A typical day at ACE includes an after school snack, time for homework completion, group games, outside and free time, and curriculum-based activities that focus on nutrition education, fitness education, and character development. We do occasionally watch G and PG rated movies if weather does not allow for outside time or we have extra time in the program day.

Will you help my child with homework? We are a recreation based after school program and do not offer tutoring services. We do allow time for students to complete homework and will offer assistance, if possible, however, final check up homework completion and accuracy in the parent responsibility. We do not sign homework agendas or reading logs.

What is the procedure for inclement weather? We follow the host school's closure policy. If the host school is closed or dismisses early, ACE will not be open. If the program has started and weather begins to deteriorate, we will notify parents to begin picking up as soon as possible in order to allow your families and our staff to travel home safely.

If I have a child at multiple locations, can I pay at one location? Yes. You may pay at the location of your choice.

Are breakfast, lunch and snack provided on the school holidays? We provide a morning snack and afternoon snack on school holidays. Parents must send a lunch with their child that does not require refrigeration or heating.

What if my child has another afterschool activity? If the afterschool activity is located at the school, they may come to ACE before or after their other activity. Fees are not pro-rated for time spent in other afterschool activities. If your child is playing a sport but you would like to ensure a spot in the program for when the season ends, you will need to register your child and pay the \$10 holding fee each week. We cannot guarantee availability in advance at locations where we max out capacity.

What if another family member or family friend needs to pick up my child? Please authorize anyone other than parents who are allowed to pick up your children on your registration form. We will ask for ID and check the form to make sure they are listed. If you must send someone who is not on your form, please contact the ACE location and speak with the Recreation Supervisor to let them know the name of the person you are sending to pick up your child. They will need to show ID when they arrive.

If my child is sick or goes home with a friend, do we get charged for the day or can that day be used towards the next week or applied to the account? You will only be charged for days where your child is counted as present in the program. Invoices are produced each Friday so that the correct amount that you owe is what you will be charged for. Payment for invoiced charges is due the following Monday.

What are the age requirements/limits to attend? Participants must be 5-12 years old. We accept 4 year olds turning 5 **IF** they are currently enrolled in a full day 4K program at the school.

Are you all still taking applications? Yes. We accept applications year-round and will call for interviews based on available openings. Summer only applications should be submitted by the end of March.

How do I register online?

1. Go to www.spartanburgparks.org and select Program Registration from the drop down box under Programs.
2. **If your child was enrolled last year**, your family is already in the system so select Login. **DO NOT select Create An Account. This will create a duplicate household and will have to be corrected.** If you have never registered for a Parks Department program before, you may create an account now.
3. At the pop up box, under new/returning users, select Sign In with REC1. **Again, DO NOT create an account unless you have never registered for a Parks Department program before.**
4. Login using your email address as the user ID and "password01" as your password. You should be asked to change your password upon first login. If you created an account, enter the credentials that you used to create the household. If at this point you cannot get logged in, you will need to register through our staff and we will assist you with resetting your password.
5. On the left side of the page, click on Youth Recreation
6. Scroll down to the sessions and click Register next to the program and location of your choice.
7. Select the household member to register and begin checkout. You will receive a prompt in which you can indicate if your child has any allergies, you will then need to indicate that you agree to our waiver, and you will be taken to a listing of our program forms, which can be printed and filled out. **We must have your handwritten forms filled out and physically located at the site before your child may begin attendance in our programs.**
8. Submit payment of \$25 per child and your registration is complete!

How do I pay online?

1. Go to www.spartanburgparks.org
2. From the top menu, select Programs and then Youth Development Programs.
3. On the left-hand side menu, select Pay A Fee.
4. Login
5. In the red box at the top of the screen, click on the link to pay all fees that are due on your account.
6. Check the boxes to Pay Now and click OK.
7. The fees will be added to your cart. Click on My Cart to proceed.
8. Click on Begin Checkout, fill in your payment information and Submit.