



August 1, 2010

Dear Sunset Primary Parents:

We are pleased to offer you and your family a high quality before and after school program on site at Sunset Primary School beginning Tuesday, September 7, 2010. We know that many of you have questions and we hope to make the transition for you and your child a very positive and smooth experience.

We have been operating our school year and summer camp program since September 2006 and are excited to join the Sunset Primary community this fall. We view our after school program as a natural extension of the school day, offering a balance of structured, academic enriching activities and the necessary free time and active movement activities that children need after spending a day in the classroom. Our program adheres to the standards of excellence set forth by the National Association for the Education of Young Children (NAEYC) and the National After School Association (NAA). You can find more information about our program, activities, rates and locations on our website, www.clubkafterschool.com.

Emily Perkins is our Program Director for Club K and oversees all the Site Directors and locations. She will be spending time at Sunset this fall supporting the Site Director to ensure that the program is off to a smooth start for children, families and staff. Emily has been working with elementary aged children for many years and is now in her sixth year working for us. She is now interviewing to hire and train additional staff who will be dedicated to the Sunset site.

We hope that you find this letter of introduction helpful. Registration forms are now available for download on our website, www.clubkafterschool.com. Materials should be returned to our main office; the instructions are on the website. If you have questions during the registration process, please feel free to contact Emily for assistance and information. *Please note: all children must be pre- registered with Club K prior to starting the program. Registration is processed on a first come, first serve basis.*

Contact Information:

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Enjoy the rest of your summer!

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