



Niagara Falls Housing Authority

Doris W. Jones Family Resource Building
&
Packard Court Community Center

After-School Program

2026-2027

Monday, September 14th, 2026

Doris W. Jones Family Resource Building
3001 Ninth St
Niagara Falls, NY 14305
716-285-5374
Ranaí Fludd, Site Supervisor

Packard Court Community Center
4300 Pine Ave.
Niagara Falls, NY 14301
716-278-0228
Jasmine White, Site Supervisor

Students ages 5 -12 years old

Monday through Friday 3:30 p.m. to 6:45 p.m.

Registered by the New York State Office of Children and Family Services, Inc.

Dr. Tomorrow Allen-Collins, Executive Director
Samika Sullivan, Director of Community Centers

To register online: scan the QR code or go to nfha.org
To stay updated on the latest info, follow us on Facebook or scan the QR code:

PCCC
DWJFRB

www.facebook.com/packardcourtcommunitycenter
<https://www.facebook.com/profile.php?id=61574695394443>



Please Keep This Page for Your Records

IMPORTANT! PLEASE READ

Deadlines

*****If there is an outstanding balance from Summer Camp, an application for the After-School Program will not be accepted until the debt is settled. *****

- Medical forms and medications (if applicable) are required to be submitted before the child can start the program. Please contact the main office at either DWJFRB or PCCC for the required paperwork. The paperwork from your child's medical provider **MUST** mirror what is listed on the blue card.
- If your child is prescribed medication that will/may need to be administered during program hours, such as an inhaler, Epi-Pen, or other emergency medications, we will require a Written Medication Consent Forms signed by their doctor, parent, and NFHA Staff member and (if applicable) an Allergy & Anaphylaxis form. We will also create an Individual HealthCare Plan approved and signed by Parent/Guardian and will require that we have the medication and updated script available each day.

To reiterate, your child CANNOT attend the NFHA After-School Program until all medical forms AND medications have been received by the main office of either DWJFRB or PCCC.

Footwear & Wardrobe Policy

For the safety and comfort of all children participating in our afterschool program, children should come dressed in **comfortable, activity-appropriate clothing**.

Sneaker Requirement

Sneakers are required for all children because our program includes physical activities, outdoor play, gym activities, games, and other forms of active movement.

If your child comes to the program wearing **Crocs, sandals, boots, slides, dress shoes, or other non-athletic footwear**, they must also have a **pair of sneakers available to change into** for program activities. Parents/guardians may choose to:

- Send a pair of sneakers with your child each day, **OR**
- Provide a pair of sneakers that can be **kept at the building** for your child to use during the program.

Children who do not have appropriate footwear may not be able to participate in certain physical activities for safety reasons.

Please make sure any sneakers left at the program are **clearly labeled with your child's first and last name**.

Cell phone

- Cell phones are not allowed in program. If your child brings a phone, they will be required to put it up until the end of the day.
- If you have to reach your child, please contact the office. The office numbers are:

Doris Jones Family Resource Building 716-285-5374
Packard Court Community Center 716-278-0228

Attendance

Please communicate to staff if your child will be absent three consecutive days or more. If you do not inform program staff, your child will be removed from the program.

Late Pickup Policy

To ensure the safety of all children and respect the scheduled hours of our afterschool program, all children must be picked up no later than 6:30 PM.

We understand that unexpected situations may happen. Therefore, families will be allowed two late pickups without being charged a late fee.

After two late pickups, the late fee policy will go into effect. Beginning with the third late pickup, parents/guardians who arrive after 6:30 PM will be charged \$1.00 for every minute they are late.

Example: After the two allowed late pickups have been used, if your child is picked up at 6:40 PM, a \$10.00 late fee will be charged.

Once the late fee policy goes into effect, late fees must be paid before the child returns to the program, unless other arrangements have been approved by program administration.

If you know you will be late, please contact program staff as soon as possible.

Calling ahead does not count as an excuse for the late pickup and does not waive the late fee once the fee policy is in effect.

Continued or excessive late pickups may result in a parent/guardian conference and could affect your child's continued participation in the After-School Program.

By signing below, I acknowledge that I have read, understand, and agree to follow the Late Pickup Policy.

Child's Name: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____