



Dear Clariden Community:

Thank you for your interest in Clariden After-School Enrichment (CASE). This document is your “one-stop shop” for all the logistical info that you might like to know about our programming.

**Q: When do CASE programs start?**

A: Most Spring programs begin in January or March. Some programs have two terms (ex: Spring 1, Spring 2). **Please carefully view the specific dates for each program** listed in the catalog.

**Q: Where do the programs take place?**

A: Our programs are held all over campus. Your child will be escorted each day to the program space by their program teacher.

**Q: Who participates in these programs?**

A: Our programs are available to students in grades Cougar Prep through Grade 12. All programs have specific grade levels/age requirements.

**Q: Who runs these programs?**

A: CASE programs are operated by Clariden faculty members and community partners. Priscilla Díaz Fisher, Director of Marketing and Communications, oversees the programs. **All faculty and partners have undergone background checks and an orientation.**

**Q: How does my child get to the programs?**

A: There is a 10-minute gap between dismissal and the start of the programs. During these 10 minutes, your child will be supervised by their classroom teacher and/or program teacher. During this time, students may take a water break and use the restroom. Program teachers will pick up their participants from the Lower School building at the start of the program.

**Q: What if my child is hungry after school?**

A: Students are welcome to bring / eat their own snacks.

**Q: Where and how do I pick up my child?**

A: There are three key points of information about program dismissal:

- **If your child will be attending CED after a program ends**, we will make sure your child is escorted to the CED classroom.
- **If your child will be picked up after a program ends**, please pick up your child inside the Administration building.

**Q: What is the cancellation policy for the programs?**

A: For Spring 2024...

- All cancellations for Spring Term 1 programs must be made by **Friday, December 1 at 11:59 PM**. All cancellations for Spring Term 2 programs must be made by **Thursday, February 2 at 11:59 PM**.
- You may enroll in a program up to 24 hours before the program start date.
- Unfortunately, once the cancellation deadline passes, we can only honor refunds if they are made within 24 hours of registering.
- We do not prorate the registration fee for late registrations.