

GLADES MIDDLE SCHOOL
BEFORE/AFTER SCHOOL CARE



REGISTER HERE

**FEE BASED BEFORE CARE \$6.00 PER DAY
FROM 7:00 AM TO 8:20 AM**

**FEE BASED AFTER CARE \$12.00 PER DAY
FROM 3:50 PM TO 6:30 PM**

*** ACCIDENT INSURANCE REQUIRED *
\$13.00 GRADE 6/\$14.00 GRADE 7-8**



- ✓ BREAKFAST IS PROVIDED at 8:25 AM in the school's cafeteria and program
- ✓ A SNACK IS PROVIDED at 4:00 PM in the classroom setting
- ✓ COMPUTERS ARE AVAILABLE
- ✓ COMPLETION OF HOMEWORK ASSIGNMENTS
- ✓ FREE TIME PROVIDED IN THE CLASSROOM SETTING



STUDENTS ARE SUPERVISED BY GMS STAFF

**KEEP IN MIND THERE IS NO SUPERVISION
BEFORE 8:30 AM AND AFTER 4:30 PM OTHER THAN
BEFORE/AFTER SCHOOL CARE**

PLEASE PLAN ACCORDINGLY FOR YOUR CHILD'S SAFETY

Registration for Before/After School Care will begin on Wednesday, August 10th during Family Orientation. After this date you may email Ms. Ciano at kpciano@dadeschools.net, Before/After School Care Manager, for further information or visit the GMS Main Office to speak to an administrator.

MIAMI-DADE COUNTY PUBLIC SCHOOLS

COMMUNITY EDUCATION AND BEFORE / AFTER SCHOOL PROGRAMS

HOW TO REGISTER AND PAY ONLINE USING "FOCUS" SOFTWARE

Web Browsers to use:

*Chrome *Firefox *Safari

1. Go to www.dadeschools.net
2. Click on "Parents" tab
3. Click on Login to Parent Portal
4. Log into your Parent Portal using your username and password (if you do not have a Parent Portal account follow the instructions on the back to create one). Please note, it may take up to **48 hours** to be linked to your child
5. Click **Login**
6. Click **Apps/Services/Sites on the top**
7. Click **Focus-Registration and Online Payment for Community Education/Before & After School**
REMEMBER to purchase the School Accident Insurance \$15. Click on the link on the middle of the screen, create an account and make your payment. Once your receipt is emailed to you, you must upload it to your FOCUS account.
8. Click **Purchase and Pay** – it will send you to the Emergency Contact Information to be complete per child(ren). **Make sure to scroll down, read and sign the following documents: Influenza Brochure, Student Receipt and Parent Acknowledgment Form and Media Release Parental Consent Form. Finally, upload the insurance confirmation receipt.** If you have an additional child, select the correct child from the home screen on the top right-hand side and follow steps 8-15.
9. On the **school dropdown**, Select your school name.
10. Search for the Before and/or After Care Program that you would like to Purchase. **Double check the dates you want to purchase (service period)**
11. Click the green tab to **Add to Cart**
12. Make sure the program(s) you select appear on the right. If all is correct, click on the **green Checkout tab**
13. Verify the following:
 - ✓ Program (s) you are purchasing
 - ✓ Name of School of your child(ren)
 - ✓ Service Period Date (s) you are purchasing (After Care)
 - ✓ Service Period Date (s) you are purchasing (Community Ed Course)
 - ✓ Student Name
 - ✓ Cost of Program
14. Click **Continue to purchase**
15. Complete all fields marked with an *
16. Click on the green tab **Complete Checkout**
17. Print receipt (the receipt will reflect the student's schedule)

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COMMUNITY EDUCATION AND BEFORE / AFTER SCHOOL PROGRAMS

HOW TO REGISTER AND PAY ONLINE USING "FOCUS" SOFTWARE

PROCEDIMIENTOS PARA REGISTRARSE Y PAGAR EN LÍNEA EL PROGRAMA DE ANTES Y DESPUÉS DE LA ESCUELA Y CLASES DE LA COMUNIDAD USANDO EL PROGRAMA "FOCUS"

Navegadores web para utilizar: * Chrome * Firefox * Safari

1. Ir a www.dadeschools.net
2. Haga clic en "Parents"
3. Haga clic en Login to Parent Portal
4. Inicie sesión en su Portal para padres usando su nombre de usuario y contraseña (**si no tiene una cuenta en el Portal para padres, siga las instrucciones que aparecen en la parte posterior**). Tenga en cuenta que puede tardar hasta **48 horas** en estar vinculado a su hijo en el portal
5. Haga clic en Login
6. Haga clic en **Apps/Services/Sites** en la parte superior
7. Haga clic en **Focus-Registration and Online Payment for Community Education/Before & After School**
RECUERDE comprar el Seguro de Accidentes Escolares \$15. Haga clic en el link en el centro de la pantalla. Tiene que crear una cuenta y realizar su pago. Una vez que se le envíe su recibo por correo electrónico, debe adjuntarlo a su cuenta de Focus.
8. Haga clic en **Purchase and Pay**- lo mandara a llenar la información de contacto de emergencia obligatoriamente. Asegúrese de leer y firmar los siguientes documentos: **Folleto de Influenza, Recibo del Estudiante & Reconocimiento de Padres y Consentimiento de Liberación de Medios. Finalmente debe adjuntar la confirmación del Seguro de Accidente.** Si tiene un hijo adicional, seleccione el niño correcto en la pantalla de inicio en la parte superior derecha y siga los pasos 8-15.
9. En el **menú de la escuela**, seleccione el nombre de su escuela.
10. Busque el Programa de Antes y/o Después del Cuidado de la Escuela que le gustaría comprar.
Verifique las fechas que desea comprar (período de servicio)
11. Haga clic en la pestaña verde **Add to Cart**
12. Asegúrese de que los programas que seleccione aparezcan a la derecha. Si todo es correcto, haga clic en la pestaña verde **Checkout tab**
13. Verifique lo siguiente:
 - ✓ Programa (s) que está comprando
 - ✓ Nombre de la escuela de su (s) hijo (s)