

# EXCEL

EDUCATION ENRICHMENT SERVICES  
Southampton's Extended Day Academic Enrichment Program

## FAQ

- **What is EXCEL?** Excel is an extended day academic enrichment services program that operates at Southampton Elementary School. **\*\* (NOTE) Excel does not provide therapeutic services** and may not be able to accommodate a student needing therapeutic services.
- **When will the Excel program begin?** Unless otherwise notified, the Excel program will begin on the first day of school.
- **How can a student participate in Excel?** A parent or guardian must pre register their student for the program at [www.excelusa.org](http://www.excelusa.org).
- **Who is eligible to participate?** The Excel program is open to all students enrolled at Southampton Elementary school from Pre-K through grade 5. However, participation is limited, and registration for the program will be on a first come first served basis.
- **How many days per week is the program be offered?** Five (5) days per week Monday- Friday.
- **What are the program hours?** Grade K-5 Before school: 7:15am – 7:45am. After school 2:45pm - 6:00pm. **VPI Pre-K** Before school 7:15 - 8:00am. After school 2:30pm - 6:00pm.
- **What is the program cost?** **\$55 per week for grades K-5, and \$60 per week for Pre-K** There is also a **\$25 non refundable registration fee per family**.
- **What are the payment options?** Payments can be made online or in person. Payments are due prior to the week of service. Payments made by check or money order are made payable to “Excel.”
- **Who will supervise the students?** During the school year, Excel students are supervised by professional education resource staff, as well as teachers and staff who are employed with Richmond Public Schools during the regular school day.
- **Will the program operate on half days?** **Yes**, in most cases the program will operate as if it were a regular school day.
- **Will the program operate on holidays and other days when school is not in session?** **No**. The program will not operate on days that school is closed, including school closings and late opening due to inclement weather.
- **Is transportation provided?** No, Excel does not provide student pickup or drop-off services . Parents are responsible for providing transportation for their students to and from the program.
- **How to contact Excel Education Enrichment Services:** 804-252-4545 or email at [info@excelusa.org](mailto:info@excelusa.org)

# EXCEL

*EDUCATION ENRICHMENT SERVICES*  
**Southampton's Extended Day Academic Enrichment Program**

## **Student Pickup**

**Parents please make sure** that the person or persons picking up your child from Excel: are on your list of authorized persons for student pick up; and that they have a picture ID to present to staff.

**Students will not be released to anyone other than the parents, or someone authorized by the Parents with a picture ID!**

**The Excel program activity schedule is illustrated below.**

**Generally, the routine for the morning program will be as follows :**

- 7:15am - 7:30am - Excel teachers will receive Students and record attendance.
- 7:30am – 7:45am - Breakfast
- Students proceed to class

**Generally, the routine for the afternoon program will be as follows:**

- 2:30pm - 2:45pm – Excel teachers will receive students and record attendance
- 2:45pm – 3:10pm - Snack (**a USDA approved snack will be provided daily**)
- 3:10pm – 3:15pm - Cleanup
- 3:15pm – 4:00pm – Reading, Tutoring - homework help
- 4:00pm – 5:45pm - Afternoon activities
- 5:45pm – 6:00pm - Prepare for student pickup

**If you have any questions or need additional information, call 804 252-4545 or email us at [info@excelusa.org](mailto:info@excelusa.org)**