

# **Welcome to Discovery Link 2022-2023 at Cory Elementary!**

In this newsletter, you will find information on upcoming events, your site staff, the Cory Enrichment program, Extended Learning Camp dates, and much more!

Please use this email and phone number for general information questions and student absences:

**[Mariah\\_amsbaugh@dpsk12.net](mailto:Mariah_amsbaugh@dpsk12.net)**

**720-527-9127**

My name is Mariah Amsbaugh and I am the Program Specialist for Cory Elementary School's Discovery Link program. This will be my second year at Cory and I am more than thrilled to be returning to this great community!

I wanted to send out a welcome email with a few reminders to all families, as well as a little information about myself. I am very excited to be here and looking forward to the start of the school year. I cannot wait to meet you all!

About me: I'm originally from North Dakota and moved to the Denver area about ten years ago. I have been working with youth for 4 years and all of those years have been with DPS. I am thrilled to be part of Discovery Link so I can continue to provide fun, enjoyable, quality programs for your children.

A few fun facts about me?

I have two kitties named Luna and Louie. My favorite place to shop is Target! My favorite food is basically any kind of soup and I enjoy coffee. I oversaw the Enrichment Exploration summer camp at Carson Elementary School this past summer and had a blast getting to collaborate with other DPS staff and students. I am passionate about the work I do and so excited to be back at Cory.

**We are so happy to welcome back both Program leaders from last year, Olivia Hernandez and Arian Clements! Keep an eye out for new faces as we are trying to expand our team.**

Thanks for choosing Discovery Link and I am looking forward to an awesome year together.



## DISCOVERY LINK REMINDERS:

Additional good to know information:

- Please enter at the cafeteria; door #2.
- Located on: The corner of Florida and Steele. (The door faces Florida)
- Please use the doorbell taped to the wall when you arrive and someone will assist you.
- Parents please sign students in and out daily using the Insite App.
- Please send your child with a **labeled water bottle** for when we go outside.
- We go outside every day! (weather permitting) Please send what your child needs (coat, hat, boots, etc.) for outdoor play.
- Please bring a snack for your child each day **NO PEANUT PRODUCTS**, thank you!

### Discovery Link Camp Cancellation Policy:

A credit will be provided to your account if you remove the day 6 pm the day before the camp.

### Medications

We must have prior knowledge of your student's medical information. If your student has medication, it is your responsibility to inform us and to provide the medication at drop-off on the first day. If you have medication at another DL site for the school year, you must sign the medication out from your home site then sign it in on the first day of school. All of our Program Leaders and Program Supervisors are Med Delegated and can administer medication in case of emergency.

### IEP/504 Plans

Please let us know prior to the start of camp if your child has an IEP or 504 plan.

### Inclement Weather Communication Protocol

When Denver Public Schools are closed due to inclement weather, all ELCS programs will also be closed. Information will be posted in School Care Works and on our website. On delayed-start days, Early Riser programs will be delayed by 2 hours.

**Programming will begin at 8:30AM instead of 6:30AM.**

We are committed to informing families about school closures or delays as early as possible – with the goal to make the call by 5 a.m.



## **School Care Works is the check-in and check-out system**

-Please use the app to sign in and sign out your child/children  
This will be the best way to go about checking in and checking out your child.  
We ask all to please follow these directions for the duration of the year .

### **Here are the step by step directions to the InSite App:**

Discovery Link will be offering Contactless Check In and Out and prefer that all families stick to this method all school year. This keeps students safe and creates a system we can rely on.

#### **Here's How It Works:**

Download the Insite Connect App on your mobile device.

Enter Cory's Authentication Code: 2349

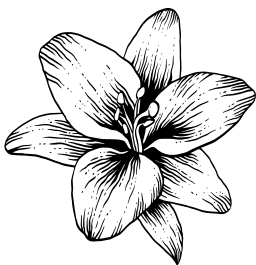
Login with School Care Works credentials.

Click the green "CHECK IN/OUT" Button.

Select the child(ren) to check in/out. When a child is selected, a check-mark will display.

Click Check In/Out at the bottom.

Once the SUCCESS message appears, click OK and Check In/Out has been complete.  
Please Note: The Check In/Out Button will be RED until you are in range of the school.



#### **Required Phone Settings:**

iOS Devices – General > InSite Connect

Location must be set to 'While Using' or 'Always'

Application version must be at least 2.11.0

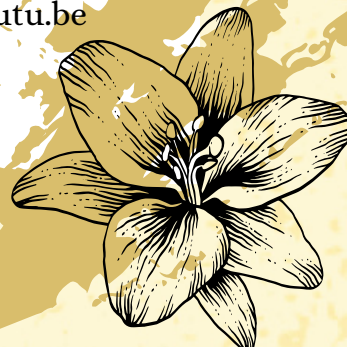
Android Devices - Settings

Location must be enabled (Settings > Connections > Location)

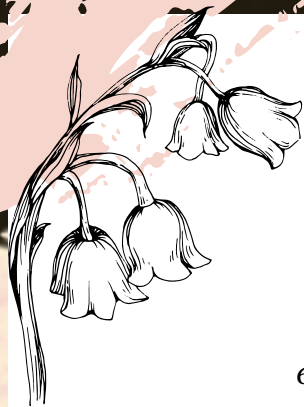
Application version must be at least 2.2.1 (Settings > Apps > InSite Connect)

Video Tutorial:

[https://www.youtube.com/watch?v=xtQF\\_MRqWEg&feature=youtu.be](https://www.youtube.com/watch?v=xtQF_MRqWEg&feature=youtu.be)







## **DISCOVERY LINK DAILY SCHEDULES:**

### **EARLY RISERS**

6:30AM - 7:30AM Check In - Stations - Relaxation Hour

7:30AM - 8:15AM Stations - Activities

8:15AM - 8:20AM Clean Up

8:20AM - 8:30AM Breakfast

8:30AM Check Out

### **AFTER SCHOOL**

3:15 - 3:30PM Check In - Hand Washing - Bathroom

3:30 - 3:50PM Snack - Clean Up

3:50 - 4:00PM Transition to Recess

4:00 - 4:30PM Recess

4:30 - 4:35PM Transition - Hand Washing

4:35 - 5:35PM Clubs - Stations - Activities

5:35 - 6:00PM Stations - Clean Up - Check Out

### **-WEEKLY:**

**-First 15 min. SEAL/HIGH IMPACT OFFERING**

**-Memory Monday**

**-Talk about it Tuesday**

**-Would you rather Wednesday**

**-Thankful Thursday**

**-Flashback Friday**

Please read the family handbook for all Discovery Link logistics:

<https://docs.google.com/document/d/1dlaAY-JwIbpCuum2sZSiJOEZrRm4MI1NR-uoqgkSNPE/edit?usp=sharing>

If you have any questions or concerns about our new process, I encourage you to reach out.

Best,

Mariah Amsbaugh, Program Supervisor