

Mission Graduates



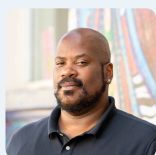
BESSIE CARMICHAEL ELEMENTARY WELCOME PACKET

At a Glance



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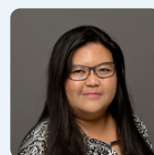
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Welcome to our Beacon Program at Bessie Carmichael Elementary

We're so glad your family is joining us this year.

Our after-school program is where your child's school day keeps going—with homework help, hands-on projects, art, games, sports, and time with friends. It's a place to learn, play, and grow in a safe and welcoming space, right here at Bessie Carmichael. Every day, our team is here to support your child, help them build confidence, and encourage them to discover what they love.

To our returning families, welcome back. To those joining us for the first time, we're delighted to have you. From day one, your child is part of our community, and we're committed to keeping them safe, supported, and known.

We're looking forward to a year of learning, growth, and great memories together. If you ever have a question, please don't hesitate to reach out—we're always here to help.

Warmly,

Anttwan Stanberry, Program Director

Jordan Anderson, Assistant Program Director

Allyka Ladisla, Assistant Program Director



Program Times, Dates, and Breaks



Our program runs **Monday through Friday, August 17 through June 2.**

Monday, Tuesday, Thursday, and Friday

- TK: 3:45 PM - 6:15 PM
- K-8: 3:45 PM - 6:30 PM

Wednesdays (Early Release)

- TK-8: 2:30 PM - 6:15 PM

Morning Care

- TK-8: 8:15 AM - 9:30 AM



Program Closures

We follow the SFUSD calendar, so our program is closed on school holidays and breaks. Here are the longer breaks to keep in mind as you plan:

- **Thanksgiving week:** Nov 23 - 27
- **Winter break:** Dec 21 - Jan 1
- **Spring break:** Mar 29 - Apr 2

We're also closed on single-day SFUSD holidays throughout the year, and we'll always send a reminder ahead of time.

General Information

Pick-up

Pick-up is at the **small gate on Sherman Street**.

Our gate stays closed until **5:30 PM**. If you're picking up before then, please call our site phone at **(415) 907 - 6184**, and we'll bring your child out to you. This helps us keep everyone safe and lets our directors stay focused on supporting students and staff. We recommend saving our number and calling or texting ahead if you're short on time.

Every child must be signed out by an approved adult. For your child's safety, we can only release students to someone listed as an emergency contact or approved in advance by the primary guardian. If an unauthorized adult comes for pick-up, we'll reach out to you for approval—so please keep your contact and emergency information up to date.



Food & Snacks

A **free supper is provided every day** by Student Nutrition Services (SNS). Your child is welcome to eat what's served, but since it won't always be their favorite, we recommend **packing an extra snack from home** just in case.

Reminders & Policies

A few things that help our program run smoothly and keep everyone safe:

- **Please leave toys and valuables at home.** This helps prevent items from getting lost and keeps students focused during activities.
- **Students are signed in at dismissal.** Every child present at dismissal is signed in by staff at the start of the program—this is how we keep an accurate headcount. Please note: students who left school early for an appointment or other reason **cannot return just for the after-school program**. To be signed in, students must be present at dismissal.
- **Phones and smartwatches stay put away.** If your child has a phone or smartwatch, we ask that they not use it during program hours. If you need to reach them, please contact the Program Directors.
- **TK–2nd grade: pack a change of clothes.** Accidents and spills happen! We require a spare set of clothes for our youngest students. If your child has an accident and no extra clothes are available, we'll need to call you for pick-up.

Additional support. If your child works with a paraprofessional or needs additional assistance during the school day, please connect with the Program Directors so we can discuss how best to support them in our program.

Our Technology Policy

Technology is one of the ways we support learning, and we use it purposefully. Laptops come out only when an assignment calls for it, always balanced with hands-on projects, outdoor play, and time with friends. We know many families have questions about how devices are used, so here's how we approach it.

Chromebooks

- Used only during our **30–45 minute homework block**, and only when an assignment requires it.
- Our directors and teachers stay in close contact with daytime teachers, so we know exactly which assignments need a device and which don't.
- Students are closely supervised during this time to make sure they stay on task.
- Outside the homework block, Chromebooks aren't used — unless there's a specific academic need arranged in advance, like a coding enrichment or a quick interactive brain break (such as GoNoodle).

Units of Learning



What Are Units of Learning?

Units of Learning are hands-on projects that let students explore real-world topics connected to their interests, experiences, and communities. Over several weeks, students dive into meaningful activities, build new skills, and work toward a final project that showcases what they've learned.

Each unit is built around one of four focus areas:

- **Culture & Community:** exploring identity, traditions, and the communities we're part of
- **Innovation & Design:** creating, designing, and solving problems through creativity and collaboration
- **Health & Wellness:** learning about healthy choices, self-expression, and well-being
- **Career Exploration & Entrepreneurship:** discovering career pathways while building leadership, creativity, and problem-solving skills

Past units have included projects like My Culture / Mi Cultura, Youth Photojournalism, and Toy Lab. Through them, students explore topics they care about, share their ideas, and create something they're proud of.

TK - 3rd Grade Schedule

	Monday	Tuesday	Thursday	Friday		Wednesday
3:30-3:45	Pick Up	Pick Up	Pick Up	Pick Up	2:15-2:30	Pick Up
3:45-4:00	Supper	Supper	Supper	Supper	2:30-2:45	Supper
4:05-4:20	Recess	Recess	Recess	Recess	2:50-3:20	Recess
4:20-4:35	Community Builder	Community Builder	Community Builder	Community Builder	3:25-3:35	Community Builder
4:35-5:00	Homework /Learning Centers	Homework /Learning Centers	Homework /Learning Centers	Homework /Learning Centers	3:35-4:05	Homework/ Learning Centers
5:05-5:50	Unit of Learning	Beacon Clubs	Beacon Clubs	Fun Friday	4:10-4:20	Snack
5:50-6:30	Stations/ Reading	Stations/ Reading	Stations/ Reading	Stations/ Reading	4:25-5:10	Unit of Learning
6:30-6:45	Clean Up/Pickup	Clean Up/Pickup	Clean Up/Pickup	Clean Up/Pickup	5:15-5:50	SEL
					5:50-6:30	Stations/ Reading
					6:30-6:45	Clean Up/Pickup

4th - 5th Grade Schedule

	Monday	Tuesday	Thursday	Friday		Wednesday
3:30-3:45	Pick Up	Pick Up	Pick Up	Pick Up	2:15-2:30	Pick Up
3:45-4:00	Community Builder	Community Builder	Community Builder	Community Builder	2:30-2:45	Community Builder
4:05-4:20	Supper	Supper	Supper	Supper	2:50-3:35	Supper/ Recess
4:05-4:20	Recess	Recess	Recess	Recess	3:35-4:05	Homework/ Learning Centers
4:35-5:00	Homework /Learning Centers	Homework /Learning Centers	Homework /Learning Centers	Homework /Learning Centers	4:10-4:20	Snack
5:05-5:50	Unit of Learning	Beacon Clubs	Beacon Clubs	Fun Friday	4:25-5:10	Unit of Learning
5:50-6:30	Stations/ Reading	Stations/ Reading	Stations/ Reading	Stations/ Reading	5:15-5:50	SEL
6:30-6:45	Clean Up/Pickup	Clean Up/Pickup	Clean Up/Pickup	Clean Up/Pickup	5:50-6:30	Stations/ Reading
					6:30-6:45	Clean Up/Pickup

6th - 8th Grade Schedule

	Monday	Tuesday	Thursday	Friday		Wednesday
4:00-4:20	Walk to L.B.	Walk to L.B.	Walk to L.B.	Walk to L.B.	2:00-2:20	Walk to L.B.
4:20-4:35	Supper	Supper	Supper	Supper	2:30-2:45	Community Builder
4:35-5:00	Homework /Learning Centers	Homework /Learning Centers	Homework /Learning Centers	Reading Club	2:50-3:20	Supper
5:05-5:50	Unit of Learning	Beacon Clubs	Beacon Clubs	Fun Friday	3:25-4:05	Homework/ Learning Centers
5:50-6:30	Stations/ Reading	Stations/ Reading	Stations/ Reading	Stations/ Reading	4:10-4:20	Break
6:30-6:45	Clean Up/Pickup	Clean Up/Pickup	Clean Up/Pickup	Clean Up/Pickup	4:25-5:10	Unit of Learning
					5:15-5:50	SEL
					5:50-6:30	Stations/ Reading
					6:30-6:45	Clean Up/Pickup

Contact Information

Program Directors



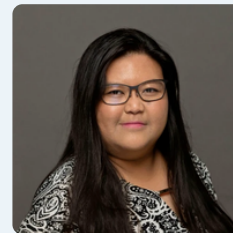
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