

B.A.S.E.
Fall Orientation

2026-2027 School Year

Our Programs





Morning BASE

HOURS: 7:00am - 8:35am

- At child's home school

Afternoon BASE

HOURS: 2:25pm - 6:00pm*

- K-2nd: Pond St.
- 3rd-5th Grade: Highlands on Peach

FUSE Performing Arts Collaboration

HOURS: 2:25pm - 6:00pm (M-TH)*

- 3rd-6th Grade: Highlands on Peach
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*Late Fees!

\$25.00 for the first 5 minutes and then \$1 per minute thereafter per child to be paid at pick-up directly to the supervising staff member.

(non-disputable)



Morning B.A.S.E.



Hollis

- **Location:** Cafeteria
- **Drop-Off:** Cafeteria door off Webster St.



Liberty

- **Location:** Cafeteria
- **Drop-Off:** Cafeteria door off parking lot on side of school



Ross

- **Location:** Cafeteria
- **Drop-Off:** Cafeteria door in front of school (to left of front door)



Morrison

- **Location:** Cafeteria
- **Drop-Off:** Front door of school- Ring doorbell to be let in



Flaherty

- **Location:** Cafeteria
- **Drop-Off:** Cafeteria door in front of school (to right of front door)

YOU MUST WALK YOUR CHILD IN AND SIGN THEM IN!

Morning B.A.S.E.

★ Highlands on Peach

- **Location:** Room 106
- **Drop-Off:** Red Double doors off the traffic circle for H.O.P. There will be a sign outside the door. Please ring the doorbell and wait patiently for a staff member to open the door for you.



Morning B.A.S.E.

- If your child attends school breakfast, they will be signed out of B.A.S.E. and become the responsibility of the school. They will remain with school breakfast students and staff until the school day begins.
- If school is delayed, Morning B.A.S.E. will be delayed the same amount of time. Ex. if school is delayed by 2 hours, morning B.A.S.E. will also be delayed by 2 hours and would open at 9am.
- **MEDICATIONS:** Children who require medication must have a complete, separate set of medication(s) for Morning B.A.S.E.
- Please note that B.A.S.E. does not transport medications between morning and afternoon B.A.S.E., and Morning BASE cannot access medications kept with the school nurse.
- Please also provide a current headshot photo (neck up only) of your child for quick identification in the event of an emergency.

Afternoon B.A.S.E.

- If school is canceled due to weather, B.A.S.E. is also canceled for that day. If school is canceled the following day, families will be notified via e-mail regarding whether B.A.S.E. will be open. We always post inclement weather closures, delays, or early releases on Facebook and Instagram.
- **February and April Vacation Weeks:**
Vacation Week sign-ups will be sent at least 4 weeks in advance. Families must register separately, even for regularly scheduled days. All children will attend POND STREET during vacation weeks. Highlands on Peach will be closed.
- Hours are 7:30am-6:00pm
 - We are CLOSED Christmas Break
 - Thursday, December 24th - Friday, January 1st
- For Election Day, we will have a separate Sign-Up for the program which will be at Pond Street only. Highlands on Peach will be closed.
- Any vacation/non school days please remember to send two snacks (am&pm snacks labeled)along with a non heat up lunch.
- B.A.S.E. doe NOT supply any food for children, i.e. snacks or lunches
 - Hours are 7:30am-6:00pm on vacation days

BPS School Calendar

September - 19 Days (19)

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

9/1	NO SCHOOL - Full Day Teacher Workshop
9/2	First Day Students Grades Kindergarten—12
9/4	NO SCHOOL—Labor Day Weekend
9/7	NO SCHOOL—Labor Day
9/8	First Day Preschool Students
9/24	1/2 Day - Teacher Workshop

February - 15 Days (108)

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

2/15-2/19	NO SCHOOL - February Break
2/25	1/2 Day—Teacher Workshop

October - 21 Days (40)

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

10/12	NO SCHOOL—Columbus/Indigenous People Day
10/29	1/2 Day - Teacher Workshop

March - 22 Days (130)

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

3/25	1/2 Day - Teacher Workshop
3/26	NO SCHOOL - Good Friday

November - 17 Days (57)

M	T	W	T	F
		3	4	5
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

11/03	NO SCHOOL - Election Day/Teacher Workshop Day
11/11	NO SCHOOL - Veteran's Day Observed
11/19	1/2 Day—Teacher Workshop
11/25	1/2 Day - Day Before Thanksgiving
11/26-27	NO SCHOOL - Thanksgiving Break

April - 17 Days (147)

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

4/19-4/23	NO SCHOOL - Spring Break
4/29	1/2 Day—Teacher Workshop

December - 17 Days (74)

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

12/17	1/2 Day - Teacher Workshop
12/23	1/2 Day—Day Before Winter Break
12/24-31	Winter Break

May - 20 Days (167)

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

5/27	1/2 Day—Teacher Workshop
5/31	NO SCHOOL—Memorial Day

January - 19 Days (93)

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

1/1	NO SCHOOL - Winter Break/New Year's Day
1/18	NO SCHOOL - Martin Luther King Jr. Day
1/28	1/2 Day - Teacher Workshop

June - 18 Days (185)

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

6/5	Graduation—Class of 2027
6/10	1/2 Teacher Workshop
6/11	Last Day of Preschool
6/17	Last Day School - Students—(180 days) -1/2 Day
6/17	Last Day of School—Staff—(182 Days)-1/2 Day
6/18	Juneteenth - if School is Still in Session due to snow days.
6/25	Last Day of School if 5 snow days are used 1/2 Day - Students & Staff

Key: = NO SCHOOL = 1/2 Day

Approved by School Committee 12.08.25—
Updated 1.12.2026

B.A.S.E. Closure Schedule

Afterschool 2026/2027 Calendar of Closings

**** denotes sign-up day**

First day of school Gr. K-12: Wednesday, Sept. 2

Friday, September 4 Closed

Monday, September 7 Closed, Labor Day

Monday, Oct. 12: Closed, Columbus Day

****Tuesday, Nov. 3: Election Day - sign-up day****

Wednesday, Nov. 11: Closed, Veterans Day observed

Thurs, Nov. 26 & Fri, Nov. 27: Closed for Thanksgiving

*****Thursday, Dec 24 - Friday January 1st - Closed**Winter Break**

Monday, Jan. 18: Closed, MLK Jr Day

Monday, Feb. 15: Closed, Presidents Day

**** Tuesday, Feb. 16 - Friday, Feb. 19: Sign-up for February Vacation ****

Friday, March 26: Closed, Good Friday

Monday, April 19: Closed, Patriots Day

**** Tuesday April 20 - Friday, April 23: Sign-up for April Vacation ****

Monday, May 31: Closed, Memorial Day

Friday, June 18: Closed, Juneteenth

Last Day of school is projected for Thursday, June 17

Last Day of BASE TBD

Transportation

- After School children will be brought to B.A.S.E. via the B.A.S.E. bus.
 - B.A.S.E. staff wait with the children at their elementary schools until the bus arrives.
 - **Both B.A.S.E. and your child's school must be alerted of any transportation changes or absences by 1:45pm the day of to ensure that proper changes are made!**
 - If B.A.S.E. is not notified of an attendance or transportation change and a parent/guardian cannot be reached to confirm, your child will be brought to B.A.S.E. for safety reasons.
- **South Middle School** students will walk from New South to Highlands on Peach with a B.A.S.E teacher. Students must report directly to the B.A.S.E. waiting area to be walked over to H.O.P. Attendance rules apply.
- **East Middle School** students will be picked up by the BASE bus and brought to Highlands on Peach. Attendance rules apply.

Schedule Pond St. (K-2nd)



★ A typical afternoon at Pond St. B.A.S.E.

- Bus ride from home school to after school location
 - Pond Street:
- Put away belongings/attendance
- *Snack (please pack an extra snack for the afternoon!) *B.A.S.E. does not provide ANY food
- Homework (20min)
- Recess
- **TRACKS** 4:30-5:30, M-TH (45min-1 hour)
 - STEM
 - Art
 - Gym/PE
 - Home Economics
- Fun Friday/Peer Cheer upon arrival

★ You may pick up your child at any time in the afternoon before close (6:00pm/ late fees apply)

- Check the board outside your child's room if they have traveled to another location **within** the building for their afternoon activity as children move rooms for afternoon tracks.



What are Tracks?

Afternoon activities will be broken into **Tracks**! Children will pick their **Track** and have daily activities that fall under the umbrella of their **Track** choice. Some examples of **Tracks**:

- **Fine Arts**
 - Painting
 - Watercolor
 - Drawing
- **Health & Fitness**
 - Healthy Nutrition Education
 - Field Games
 - Collaborative Games
- **Home Economics**
 - Basic Sewing
 - Cooking

Schedule Highlands on Peach (3rd-5th)



- **A typical afternoon at Highlands on Peach**
 - Bus ride from home school to after school location
 - Highlands on Peach
 - Put away belongings/ attendance
 - RECESS
 - *Snack (please pack an extra snack for the afternoon!) *B.A.S.E. does not provide ANY food
 - Homework (20min)
 - Activities (1 hour) begin approximately at 4:00
 - STEM
 - Art
 - Gym/PE
 - Home Economics
- You may pick up your child at any time in the afternoon before close **(6:00pm)**
 - Pick up is at the front door. Please ring the bell to be let in.

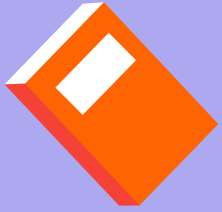


Schedule FUSE Performing Arts Collaborative (Highlands on Peach)



- A typical afternoon for FUSE program
 - Bus ride from home school to after school location
 - Highlands on Peach
 - Put away belongings/ attendance
 - RECESS
 - *Snack (please pack an extra snack for the afternoon!) *B.A.S.E. does not provide ANY food
 - Homework (20min)
 - Activities (1 hour) begin approximately 4:00
 - Sewing/Costume Design
 - Playwriting
 - Improv
 - Rehearsal
- You may pick up your child at any time in the afternoon before close (**6:00pm**). **Please ring bell at front door to be let in.**

Policy & Procedure

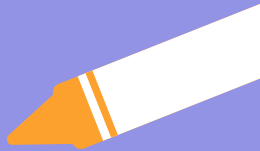




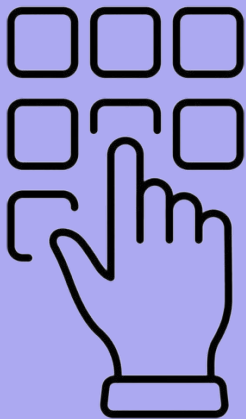
Tuition/Payments



- All families pay through hiSawyer monthly. We charge for Morning B.A.S.E. (monthly rate spread evenly for 10 months) and After School B.A.S.E. is based on a 41 week school year. This does not include December break (weekly rate *41 weeks/10). All 10 months are billed equally. Please e-mail alysa@basekids.com to discuss payment questions or issues.
- Vacation sign up days are billed separately during sign up
- Half days are extra fee and children may attend B.A.S.E. on half days if it is already their regularly scheduled day.
- Snow days are not included in the monthly tuition. If we are open for a snow day, you will pay at time of sign up for that specific day.



Safety & Security



- Door code is for parents and regular caregivers ONLY.
- When possible, have the same person pick up and drop off your child daily.
- If there is a change in pick-up person, please e-mail christine@basekids.com or send a REMIND text, even if they are on your pick-up list.
- DO NOT give your code to anyone who is not a parent/guardian of the child. If someone other than parent/guardian is to be picking up your child they MUST bring their I.D. and ring the bell at Pond St. to be I.D.'d and lead to your child's classroom.
- Highlands On Peach- ring bell and I.D. must be presented

Safety & Security

- Make sure to sign your child out every day. Their teacher may sign them out for you but it is important the teachers see you before you take your child.
 - *Once your child is signed out they are your responsibility.*
- MORNING B.A.S.E.
 - Children must be signed in by a parent/guardian.
 - If your child has permission to walk to Morning B.A.S.E. unsupervised, please email us with your permission and specify when it applies. If they do not show up on the specified day, we will call you.
- For minor scrapes and bumps, you will receive an injury report to sign at the end of the day. For serious injuries or anything above the neck, we will call you immediately.

Medications

- If your child requires medications, *forms must be completed by parents and healthcare providers in advance* for all prescription and non-prescription medications. We will need:
 - Action Plan
 - Medication Consent Form
 - Individualized Healthcare Plan (IHCP)
- Medication must never be put in a bag with a child or in their lunchbox.
- All medications *MUST* be dropped off at B.A.S.E. during regular business hours with ALL paperwork before the start of the school year. **If you have an inhaler and/or epi-pen we need a separate action plan. ** Please check dates on prescription and actual bottle. REFER TO MEDICATION TAB ON OUR WEBSITE FOR SPECIFIC DIRECTIONS.**

Medications cont.

- If your child has asthma or an Epi-Pen B.A.S.E. MUST (without exception) have the emergency medication on hand prior to your child's start date with all proper paperwork filled out to its entirety. *If not, your child will NOT be allowed to begin the program until we have all the proper documents and medications.*
- B.A.S.E. staff will alert you in a timely manner for replacement of soon to expire medication, prescriptions and paperwork.

Miscellaneous Forms

- Please provide us with a copy of your child's IEP or 504 Plan to help us make their time at BASE as seamless as possible.
- Emergency contact forms. Please keep us updated regarding emergency contacts, change of phone numbers, extensions, employer changes, etc.
 - Emergency contacts must be LOCAL - we prefer two! This is MANDATORY!

Communication Expectations

REMIND

You will receive a text from an App called REMIND. Once you accept to receive messages, this is one way you can communicate about absences or ask any questions.

Absences & Emergencies

- **Absences**
 - CALL: 781-849-3484
 - E-MAIL: christine@basekids.com
 - REMIND: Send us a text!
- **Emergencies:** If your child has a fever, diarrhea, or is vomiting, we will ask you to come pick them up immediately. We will also call to inform you if your child has been hit anywhere above the shoulders.



Sick Policy

You will be contacted and asked to pick up your child if:

- Vomiting and/or diarrhea episodes at B.A.S.E.
- Fever of 100.4 or above
- Child is so lethargic/sleepy they cannot participate in activities

Rashes: You may be asked to obtain a doctor's note verifying it is not contagious.

Lice: is a communicable disease and B.A.S.E. must be notified if your child has nits or active bugs. We have a separate policy outside of the public school systems please refer to the parent handbook located on our website.

****Please refer to our parent handbook for any other illness policy**

Certain illnesses require the director to post a notice to alert other program families to be aware to help stop spread of communicable disease. Confidentiality is always upheld in such cases. Calls to pick-up a child due to illness may not be disputed.





General Rules

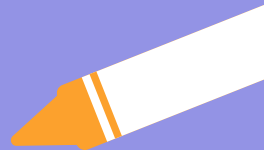


- **NO** toys from home
- **NO** technology (phones, smart watches, tablets)
- **NO** gum or candy
- **NO** open toed shoes, sandals, or crocs
 - Your child will not be able to participate in gym or recess activities if they are wearing any of these—have them pack sneakers for their afternoon



BEHAVIOR POLICY

**Please refer to our handbook,
which can be found on our website
www.basekids.com**



Questions?

If you have any questions, please reach out to

Executive Directors

Ms. Meri meridith@basekids.com or **Ms. Alysa** alysa@basekids.com

Pond St. (K-2nd):

Ms. Janae ms.janaebase@gmail.com

Highlands on Peach (3rd-5th):

Mr. Mo mr.mobase@gmail.com

FUSE Performing Arts Collaborative

Ms. Kayte kayte@basekids.com

Office Manager

Ms. Christine Christine@basekids.com

via e-mail or give us a call at 781-849-3484



Thank You!

We are looking forward to a great school year!

Find us on Facebook, Instagram,
and TikTok!
base_braintree

