

# After School Program

*FIRST DAY IS THURSDAY, AUGUST 30th, 2018*  
*LAST DAY IS FRIDAY, JUNE 7th, 2019*  
*Closed on Noon Release days*



Hartland Recreation Department  
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**This program will run ONLY when school is in session.**

This program is designed to provide a safe, social and recreational environment for children in grades K-6 and will feature structured and choice activities.  
Outdoor recreation, arts and crafts and group games.

Children will be transported to the Recreation Center by school bus from the Hartland Elementary School.

We will also offer time for homework at the Hartland Library 3-4pm.

Each child should bring an afternoon snack, as food is not provided.

The program will be held from 2:45pm – 5:30pm  
Monday – Friday on regular school days  
**Closed on Noon Release Days**

There are 2 enrollment options:

1. Full Time (5 days a week) \$50.00/week
2. Part Time (4 days or less a week) \$12.00/day

**\*DROP IN - Parents must notify the program in advance to ensure that there is space availability. \*\$20.00 FEE for unregistered students.**

**YOU MUST REGISTER ON-LINE BY THE THURSDAY BEFORE THE WEEK YOU WANT TO ATTEND.**

**I understand that:**

- **Payment is due on MONDAY of each week.**
- **Overdue bills may result in termination of enrollment.**
- **That my child may only attend if registered in advanced. Drop in fee is \$20.**

**Tardy Fine Policy:**

There is a pickup fine in effect in the amount of **\$1.00 per minute** for each minute that a parent is late. The fine period begins ten minutes after the pickup time. If someone other than a parent is late picking up the child, the parent is still responsible for paying the fine.

**After School Program pickup time is no later than 5:30 pm.**

# ASP 2018-2019

## Behavior Policy

### Participants are expected to:

- Have a positive attitude
- Observe rules
- Practice good sportsmanship
- Be respectful

### Offenses:

- Endangering another person's well being (fighting, throwing things, etc.)
- Abusive language (swearing, yelling, degrading others, etc.)
- A failure to respond to staff
- Un-sportsman like behavior.

### Warning System:

Once the child gets a warnings he/she will know and it will be documented so that we can easily communicate it to the person at pick up time. We want to make sure communication between our staff, children, and families are successful. If a child gets three warnings in a day we will be calling home for someone to come pick up the child. Once a child is asked four times to go home within the school year they will be asked to take a break for the rest of the school year or at the discretion of the Recreation Director. There is a possibility depending on the severity of the child's action that they will not need three warnings, staff will just call home and that will count as an offense.

### Consequences:

- 1<sup>st</sup> Offense = 3 warnings in a day; call home to be picked up
- 2<sup>nd</sup> Offense: 2nd time with 3 warnings in a day, Call home to pick along with One Day Suspension the following registered day
- 3<sup>rd</sup> Offense: 3rd time with 3 warnings in a day, Call home to pick up along with One week Suspension

### 4<sup>th</sup> Offense: Suspension of Full Program at Recreation Director's discretion

\*Consequences for an offense could be any of the above based on the severity of the incident.

In consideration of accepting this entry, I hereby, myself, my child, my heirs, executors and administrators, release the Town of Hartland, it's employees and agents from all liability of personal injury, or the loss or damage to personal property which my child or I may experience in connection with activities sponsored by the Hartland Recreation Department. I hereby give my consent and will assume financial responsibility for any medical procedures deemed advisable for my child in the event I cannot be reached and my child has sustained an injury. I hereby consent to my child going on field trips, by foot and by vehicle, with the Hartland Recreation Department. I hereby consent to the use of my child's photo, video, artwork, etc. to be used by the department.

**I hereby agree to the enrollment terms listed above.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_