



## **GLENFOREST SCHOOL 2022 - 2023 AFTER-SCHOOL CARE AGREEMENT**

Glenforest School offers homework support and co-curricular clubs at the end of the school day from 3:30 p.m. to 4:30 p.m. on Tuesday-Thursday for \$115 a semester, with the objective of enhancing the student experience and fostering leadership development. Afterward, Glenforest School offers the after-school care program for parents who are not able to pick up their child at the end of the school activities mentioned above at 4:30 p.m. There is a \$15 charge if your child has to stay past 4:30 p.m. on Tuesday - Thursday.

If your child is signed up to attend the aftercare program Monday thru Friday on a consistent basis, you will not be charged an additional \$115 for clubs. You will be charged the \$15 a day fee.

Participating families should carefully read and sign this agreement form which outlines and clarifies the responsibility of after-school staff, parents, and students. No student will be allowed on campus after 4:30 p.m., without the direct supervision of an after-school staff, unless the student is participating in an athletic practice or game.

Glenforest School agrees to:

- Provide after-school care from 3:30 p.m. to 6:00 p.m. on Monday-Friday, school days that students are in attendance. No aftercare on holidays, staff development days, or last days prior to scheduled holidays.
- Provide staff trained to support and work with students.
- Adhere to procedures to ensure the safety and security of every student in the program.

Glenforest School participating parents agree to:

- Pay a fee of \$15.00 per day for after-school care to be paid on the last working day of the month.
- Come inside the school to sign-out your child. Sign-out will be by parent or guardian only, unless previous agreement has been made with the Head of School and/or Director of our school.
- Provide an emergency contact name and phone number in the event your child is not picked up by 6:00 p.m.
- Pick up no later than 6:00 p.m. or parents will be charged a late fee.
- Pay late pick-up fees of \$5.00 for every 10 minutes after 6:00 p.m.

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Glenforest School participating students agree to:

- Arrive to the designated area at 3:30 p.m. Habitual tardiness may result in removal from the program at the school administration’s discretion.
- Participate in activities in scheduled classrooms only. Leaving an assigned area will be cause for dismissal from the program.
- Prepare in advance for attendance. Bring books/homework with you. Required study/reading time is an integral part of the after-school care program.
- Adhere to rules of the school and school staff at all times.
- Leave all toys at home. These items will be confiscated and returned only to the parents/guardian.

The school staff, by virtue of the head of school’s signature, agrees to adhere to the agreement. The parents and students, as noted by their signatures below, will adhere to the agreement as set forth above. The agreement pertains to the 2022 - 2023 school year and is agreed upon on the date shown with the signatures noted below. If you have any questions or concerns please feel free to contact the front office at (803) 796-7622.

**2022 - 2023 School Year:**

**Student Name** \_\_\_\_\_

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

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