

**High School After School Care  
Policies and Procedures 2010-11  
(After School Chill)**

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1. **All** students remaining on school grounds (inside or outside) at 3:30 p.m. will be sent to the Diner for After School Supervision.
2. If a student is staying after school for tutoring, drama, sports, etc. and finishes the practice etc. before their parents are at the school, they **MUST** report directly to After School Supervision. Failure to do so will result in a detention. Continued refusal to comply with this rule will be treated as a Serious Offense per the handbook.
3. Students will sign in and be seated. The Director of the program will review the rules and expectations with the students.
4. All students are to remain in dress code and are under the discipline code of the school during this time. (No headphones. Gameboys are OK).
5. Students may have their cell phones out, but calls must be limited to parents or the person picking them up.
6. There is a phone in the diner that receives incoming calls. If you need to reach someone in After School Supervision, the phone number is **892-8500 ext. 152**.
7. Parents are required to come in and sign the student out before they will be dismissed from the Diner. The Diner is located adjacent to the North entrance.
8. The fee for After School Supervision is \$4.20 per hour; \$2.10 per half hour/or any part of a half hour.
9. Your child may be hungry after school. Please make plans to pack an extra snack and drink for after school. Your child may also use the vending machines in the cafeteria.
10. There may be times when the Diner is used for other school events. There will be a sign posted on the door of the Diner stating where your child is.
11. At the end of the month, the student's monthly participation log will be submitted to the Business Office for verification and completion. An invoice will be mailed directly to the student's home and payment is expected promptly. We request that you submit your payment directly to the business office. The Director will not be able to take your payments.
12. **The hours for After School Supervision are 3:30 p.m. until 6:00 p.m. The charge for picking up your child late will be \$8.00 per half hour or any fraction of the half hour. It is important that our Director be able to close down the Diner on time and have her evening time free for her family activities.**