

Morgan County Elementary School
After School Program
2009-2010
Jean Triplett, Principal
Jerrie Tice, Director

General Information

The After School Program provides a variety of activities for students to continue to grow and learn. There is a supervised homework period after which students have free time to play and enjoy one another. This program is designed to meet the specific needs of individuals by providing a safe, secure and well supervised learning environment.

Enrollment

The cost of registration is \$25.00 payable with the submission of a completed registration form.

Cost

The cost per child per day is \$6.00. Payment is due at the end of each week. Checks may be made out to MCES ASP. Financial assistance is available for qualifying families through the Department of Family and Children Services.

Pick up and Transportation

Students will only be released to parents or others authorized on the registration form. Changes in persons designated to pick up students must be made through written notification to the ASP Director. Students must be signed out daily. Until the staff is familiar with parents and others designated to pick up students, picture identification will be required.

Transportation is the sole responsibility of the parent. ASP provides no transportation.

Late Pick-Ups

All students must be picked up by 6:00 PM. If parents are late, they will be called at home or work. If they can not be reached at the phone numbers given on the child's application, the other persons designated on the application as authorized to pick up the child will be contacted. In the event that no one can be reached the Principal and the ASP Director will determine whether or not to call local authorities. After the third late pick-up, your child will be dismissed from the program. The following late fees will be assessed per child for late pick-ups:

6:01 – 6:15 - \$5.00
6:16 – 6:30 - \$10.00
6:31 – 6:45 - \$15.00
6:46 – 7:00 - \$20.00

Late fees are due when you pick up your child.

Discipline

The first priority of the After School Program is a safe and enjoyable environment for every student. Profane language, threats or acts of physical harm will not be tolerated. The director will address such actions immediately. She will issue written notification of the offense requiring the signature of the parents or guardians. If there is a second offense the student will be suspended for a time determined by the director. A third incident will result in permanent suspension from ASP.

Early Dismissal

In the event of early dismissal such as early release day, dismissal due to weather, and early release before holidays, there will be no After School Program.

Drop-Ins

A drop-in is defined as one who does not use the program on a daily basis. A drop-in is only allowed if a registration form is on file. No student will be allowed to participate in the program without the \$25.00 registration fee and the accompanying form. We encourage parents who anticipate using the program on a drop-in basis to preregister.