

## After School Program Schedule

### School Day hours

**September—May**

**After School begins 9/20/2021**

**Monday - Friday: 7:00a.m. to 7:45a.m.**

**Monday - Thursday: 3:00p.m. to 5:15p.m.**

Program will **not** operate when the school is not in session (i.e. breaks, snow days, holidays, professional development days etc.).

### Summer School Hours

**June 6—June 30, 2022 (4 days a week)**

**8:00 a.m. — 1:00 p.m.**

6/6—6/9 Week 1

6/13—6/16 Week 2

6/20—6/23 Week 3

6/27—6/30 Week 4

### **Program Mission Statement:**

The program is a choice program which strives to provide a safe, educationally enriching, fun and rewarding experience for students during the hours where there may be no adult supervision in the home. Children will have the opportunity to engage in activities that will benefit them emotionally, physically, and educationally. The program includes snacks, homework help, specialized tutoring, music, arts and crafts, sports, games, field trips and many other creative and cultural activities. The program is conducted by staff trained to meet the needs of children and to provide positive adult role models.

## Hardin County Schools

### **Nondiscrimination Policy**

It is the policy of the Hardin County Board of Education not to discriminate on the basis of sex, race, national origin, creed, age, marital status or disability in its educational programs, activities, or employment policies as required by Title VI and Title VII of the 1964 Civil Rights Acts, Title IX of the 1972 Educational Amendments and Section 504 of the Federal Rehabilitation Act of 1973.

### **Parent Involvement Notice**

**It is important that our families are a part of what is happening with our program. This will look different this year as we work to comply with CDC guidelines concerning the COVID-19 Pandemic: Parent nights, large group activities as well as partner “on-site” activities during program hours will be scheduled as allowed to meet CDC guidelines. We will have notices, newsletters, our bulletin board and social media posts to keep parents/families informed of any changes and/or cancellations. Family members are always welcome to call with any question or concern.**

It would be helpful to keep our program informed of any changes which may occur in a child's environment such as illness in the family, a change in living location or any other stressful situation that may be important to the child. The staff will be able to better meet the needs of the child if they are aware of these situations.

**For further information, contact:**

**Project Director: Susan Clarke**

**Hardin County Schools**

**Phone: 731.926.9238**

**[www.hardincoschools.com](http://www.hardincoschools.com)**



## 21st CCLC

### **Before-After School Program**

The overarching goal of the 21<sup>st</sup> CCLC program is to provide students with academic enrichment opportunities and support services to help them meet state and local standards in the core content areas.

### **Program Sites/Coordinators**

- **East Hardin Elementary, Shelia VanFleet, Site Coordinator – Phone: 731.926.4620**
- **Northside Elementary, Kim Davis, Christa Pilkinton, & Lauren Watson, Site Coordinators – Phone: 731.926.4520**
- **Parris South Elementary, Cindy Smith, Cyndi Raggio, Site Coordinator – Phone: 731.925.2480**

## After School Program Offerings

### Tutoring Classes Before & After School

**Kindergarten**- Phonemic Awareness, Phonics, Alphabetic Principle, Oral language skills, Math Concepts

**First Grade**-Phonemic Awareness, Phonics, Alphabetic Principle, Vocabulary, Oral language skills, Math Concepts

**Second Grade**-Vowel Sounds, Blends, Diagraphs, Vocabulary, Oral Reading Fluency, Comprehension, Math Concepts

**Third Grade**-Vocabulary, Oral Reading Fluency, Comprehension, Math Concepts

**Fourth Grade**-Oral Reading Fluency, Comprehension, Math Computation Skills, Problem Solving Skills, Reading in the Content area-Science and Social Studies

**Fifth Grade**- Oral Reading Fluency, Comprehension, Math Computation Skills, Problem Solving Skills, Reading in the Content area-Science and Social Studies

### Enrichment Activities

*Example Sessions (Sessions vary by site)*

**Chorus/Glee Club** – Many of our students love to sing. There are options for those students to learn songs and perform at school functions.

**Character Building** – Character building session for all students using related activities and games, including letters to servicemen, notes for nursing home patients

**Board Games** – Board and card game session for all students, with instruction in playing a large variety of games, guiding the children in problem solving skills, competition, working cooperatively as well as the importance of winning and losing graciously.

**Building with Brick Labs**– As the name implies, the students work in groups to build structures using the interlocking pieces. This skill falls right in line with S.T.E.M. learning for our students.

**Physical Education Games/Skills/Fun** – Physical activity session designed to have fun, gain motor skills, build stamina and learn how to play recreational games for fitness.

**Computer Lab** – Students enjoy sessions in the computer lab, working on skills using technology.

**Arts & Crafts** – Arts and crafts session for all students, using various mediums, also relating to holidays as well as cultural themes.

## Parent/Student Handbook

### Enrollment

Parents or guardians of students at each site may apply for the 21st CCLC Before & After School Program by completing and signing an application, then returning that document to school. Those students ‘at risk’ academically, will be offered the program first. All other students will then be offered program. Classes will be filled on a ‘**first come, first serve**’ basis. Student applications received after class sessions have begun will be placed on a waiting list if space is not available in the current sessions.

### Parent/Guardian Responsibilities

There is no cost for student participation in the 21st CCLC Before & After School Program. **Due to the COVID-19 Pandemic, visitors to the program will be limited, following the guidelines set forth by Hardin County Schools, in order to keep our students and staff safe. This includes parents entering the buildings as well. Parents checking out students early will need to stop in the office. Parents picking up students at end of day need to stay in their cars. We would ask your cooperation at this time.**

**Dismissal** time for the 21st CCLC Before & After School Program **begins at (5:15 p.m.)**. Parents may sign their child up for dismissal at an earlier time, with strict adherence to the schedule unless the school is notified as to a need for change prior to the date of said change. Students **must be picked up by 5:25pm**. Failure to pick up students by 5:25pm will result in a “**Strike**”. A three (3) strike policy will be in place, with students being removed from the program after receiving 3 strikes. Students may reapply the next school year to the program if dropped from the program. Students may receive a strike for late pick up (after 5:25) as well as unacceptable behavior. Parents are asked to cooperate with staff in stressing the importance of good behavior patterns for all children. It is imperative that parents work with the Program Coordinator to correct any behavior that is interfering with the child’s success in the program. This helps to keep the program fun as well as instructionally sound.

Parents who demonstrate abusive language and/or inappropriate scenes or disturbances to children, staff, or other adults during the program hours will be asked to withdraw their children from the program. Harassment or bullying will not be tolerated.

### Discipline Policy:

All rules of the Hardin County behavior and discipline policy apply during the 21st CCLC Before & After School Program.

Children enrolled in the program are expected to exhibit behavior which does not disrupt or interfere with the school climate or the learning process and social interaction of other children. The program staff will enforce school rules throughout the program hours. Parents will be notified in writing when a major discipline problem occurs. A “**Three (3) Strike and You are Out**” policy will be followed. When a student receives a strike, parents or guardians will be notified. If a student receives strike #3, they will be removed from the program for the remainder of the school year. Students may reapply to the program the following year.

An exception to the above is when a major incident (deemed by the Program Coordinator) occurs. This will result in immediate suspension. The Zero Tolerance Policy for the school district applies for the program.

Rules of Conduct for Students:

The following behaviors are considered inappropriate and unacceptable in the program. These behaviors may result in immediate suspension:

- Possession of weapons, contraband, and other dangerous objects (Zero Tolerance Policy Applies)
- Fighting, wrestling, spitting (with or on peers or staff)
- Destruction of center/school property
- Destruction of personal property of another person
- Vulgar Language, Cursing
- Improper display of private body parts
- Disrespectful behavior to other children or staff
- Climbing on desks, tables, cabinets, etc.
- Playing in the bathrooms (crawling under stalls, climbing on sinks, splashing water, turning on/off lights etc.)
- Throwing balls, or other outside equipment while inside the building
- Stealing
- Physical attacks on staff or other students (Zero Tolerance Policy Applies)
- Tackle football
- Improper use of program and school equipment
- Throwing objects (rocks, sticks, desks, tables, etc.)
- Leaving group without permission (i.e. running away, hiding, etc.)
- Behavior deemed inappropriate and unacceptable by the Program Coordinator or Program Supervisor.