



Hagood Explorers

Dreaming

Investigating

Discovering

#hagoooddid

POLICIES

Enrollment:

Each child must be enrolled by a parent or guardian before participating in the program. Enrollment forms are available in the after-school office, main office and can also be obtained from your child's teacher.

Fees:

The fees are \$45 per week for students enrolled weekly. These fees remain the same if your student is absent during the week. The only exception to the flat \$45 fee would be if school was closed due to inclement weather for more than two days. Payment needs to be made on a weekly basis. Students may not be more than 2 weeks behind and still attend the program. Refunds will not be made.

There will be a registration fee of \$25.

Other options: Daily rate and drop-in rate is \$10 per day. Payment and registration paperwork will be received on day of service. Refunds will not be made.

Hours:

Our hours are 2:30-6:00. If you are late picking up your child, a late fee of \$1.00 per minute will be charged. After three times of being tardy, your child will be removed from the program for the remainder of the school year.

Pick-Up:

Children are to be picked up from 3:30 until 6:00. Location for pick-up will be from the front of the school and will be visibly marked during the first weeks of school. In case of rain we will dismiss from the covered walkway

at the front of the school. Children needing to be picked up earlier than 3:30 need to go through the main office. Children will be released to those persons indicated on the enrollment form as having permission to pick up the child. Due to legal concerns, parents or guardians are not to enter the building in search of their child or children.

Change in transportation arrangements:

In any case where a child is to be transported by anyone other than the parent or guardian, written permission must be provided for the day or general permission for the purpose.

School Calendar:

The program will be available on all normal school days as well as half days. There will be an additional \$10 charge for students attending on half days and each student will need to bring a sack lunch. Snack will be provided everyday as well as half days. The program will NOT be available on in-service days or inclement weather days.

No tolerance policy:

We will have a no tolerance policy in our program. Children who have experienced repeated discipline problems in the classroom will not be allowed to participate in the after-school program; as per the discretion of the director. This is a self-supporting program and attending the program is a privilege.

Sickness policy:

A parent or guardian will be called to pick up a student who is sick or injured. Medicine will not be administered without written permission from the parent or guardian. If insect allergies are present, an EpiPen will need to be provided to the school nurse.

Questions answered:

If you have additional questions that are not answered in this information, please feel free to contact Patricia Griffin by email patriciagriffin@pickens.k12.sc.us