

## City of La Grange Recreation Department After School Program

### OVER-VIEW of PROGRAM

- I. Hours of Operation
  - School days as applicable to LaGrange ISD Calendar and City of La Grange Holidays
  - 3:30 to 5:30pm.
- II. Program Fee and Participant Qualifications
  - \$20 per week = approximately \$80 per month
  - Fees payable one week, month, other as agreed upon in advance.
  - If paid after the specified due date – a late fee will be applied; \$5 per day/per student
  - The 2013-2014 After School Program is available for Youth who are currently attending Kindergarten through 6<sup>th</sup> Grade
  - 40 Students - maximum number allowed
- III. Drop-Ins
  - \$5 per day/per student
  - Payable in Cash - at time of Drop-in
  - Accepted on a day-by-day basis – as allowed due to maximum number(s)
  - Limited to 3 times per week/per student
- IV. Pick up Time
  - Deadline for pick-up is 5:30pm
  - Late Pick-up will begin at **5:31pm**
  - \$1 per minute/per student fee will be assessed
  - This Policy is Parental Acknowledgement of late pick-up.  
(Exceptions may be made for extenuating circumstances)
- V. Disciplinary Procedures for Participant(s) Will Include
  - Time out ~ time will be dependent on severity of problem
  - Banned from specific activities and/or areas
  - Expulsion – for safety, continued inappropriate behavior and/or language, other as determined.
  - If a student is suspended or expelled from participating in the After School Program, parents/guardians will not receive a refund.
- VI. Required Forms
  - After School Registration and City of La Grange Forms – as presented at time of registration
  - Parents/Guardians must complete/sign - prior to student participating in the program
- VII. Program will Include:
  - Snacks
    - Provided for participants
    - Served 3:45 to 4:15pm ONLY
    - An alternative snack will not be provided unless the student has a food allergy.  
(Allergy must be listed on Registration form)
  - Homework Time and/or Tutoring
    - Time and room will be designated for students to work on homework
  - Organized Activities and/or Games
    - Time allotted for structured play
    - Free Play time will also be made available
- VIII. Transportation to Randolph Recreation Center
  - Available for LGISD student(s) from school to the Randolph Recreation Center.
  - To be arranged by the parent between the school and themselves if other than LGISD