

Welcome to the DEW ISD

After School Care Program



2023-2024

Board approved: July 2023

Welcome to the Dew ISD After-School Care Program

Welcome: On behalf of the Dew Independent School District, we welcome you to our After-School Care Program! The following information will address our policies and procedures. This serves as a guideline for a successful program, as well as, helping parents and guardians become more familiar with what our program offers.

Purpose: The purpose of the Dew ISD After-School Care Program is to meet the needs of our students and parents by offering an extended care program for those who are unable to meet the pick-up time constraints of the regular school day due to work, travel or other reasonable circumstances.

Goal: Our goal is to offer a high-quality After-School Care Program for Dew ISD students in grades PreK-8th, while offering meaningful and relevant activities that will enhance your child's after-school experience. These include but are not limited to time to complete homework and homework assistance, nutritional snacks, and physical recreation/motor activities.

Hours of operation: The Dew ISD After-School Care Program operates on school days Monday-Friday from 4:10 pm to 5:30 pm. The program is not open on school holidays, early-release days or when school has been released due to inclement weather.

Enrollment Form: All parents/guardians interested in the After-School program must complete and submit an enrollment form indicating that they agree with and will follow the program guidelines. An enrollment form for each student attending the After-School program must have a completed form on file, regardless of short-term or long-term attendance. Please update your child's information as needed to ensure the information on the enrollment form remains current.

Enrollment/Tuition:

Daily Rates: **\$10.00** per day per child if less than 3 days a week.

Weekly Rates: **(\$30.00 per week plus \$20.00 for each additional child)**

Payments: Payments are required monthly and are due by the first business day of the following month your child has attended.

For the After-School Care Program to remain successful, we must receive timely payments. Payments that are more than five days late will be forwarded to the Dew ISD business office and a \$5.00 late fee for every day the payment is late will be assessed. Bills that are more than five business days late will result in termination of after school care services until the bill is made current.

Rules of Participation: All students attending the program are expected to comply with the already existing rules of Dew ISD as outlined in the student handbook. Discipline will be handled using the same processes that are followed during the regular school day. In cases where our discipline procedures, (time-out, counseling, parental contact, and behavior redirection) are not effective, the child's behavior will be remediated through the principal. Consequences may include removal from the program.

Attendance: On days your regular attending child will NOT be attending the After-School Care Program, we MUST be notified for safety and student accountability reasons. Please call the school office at (903) 389-2828 or text/call (903) 388-1441 before 1:00 pm of the school day to be missed.

Transportation will NOT be provided by DISD. Students will be released only to those persons identified on student pick-up forms as being acceptable.

Pick-Up Procedures: Children will be picked up at the front of the school. When you arrive, please text (903) 388-1441 to have your child(ren) released.

Late Pick-Up: If your child remains in the care of the Dew ISD After-School Program past 5:30 pm, there will be a \$5.00 fee for EVERY additional minute he/she remains.

Snacks: The program will provide nutritional snacks. If your child has allergies to specific foods, we will work with you to provide what your child needs. Please ensure food allergies are indicated on the enrollment form.

Procedures for Injury/Illness: The Dew ISD After-School Care Program will contact the parents/guardians of any child that is injured or becomes ill while in our care using the contact information that DISD has on file. In the event of an emergency, 911 will be called. Students with fever or who have had fever in the past 24 hours will not be able to attend for that day.

Staff: All staff will be trained in appropriate child-care and first aid/safety procedures. Background checks will be performed on all employees who work with the program.

Daily Schedule: (may be modified as needed)

Physical Activities/Outside Playground if weather permits

Snacks/Restroom Break

Homework/Reading Time

Computer/Manipulative Activities (puzzles, Legos, blocks, etc.)

**Educational Extension/Activities as Scheduled/available*

Dew ISD
After-School Care Program Application

Child's First Name: _____ Last Name: _____

Date of Birth: ____/____/____ Teacher: _____ Grade: _____

Parent's or Guardian's Name(s) _____

Address: _____ Home Phone: _____

Mother's Work Phone # _____ Father's Work Phone # _____

Mother's Cell Phone # _____ Father's Cell Phone # _____

Responsible party's TEXT # _____

Responsible party's Email Address: _____

Person(s) authorized to pick up your child / Emergency Contacts: (Person must show picture I.D.)

Name: _____ Relationship: _____ Phone #: _____

Name: _____ Relationship: _____ Phone #: _____

Name: _____ Relationship: _____ Phone #: _____

Name: _____ Relationship: _____ Phone #: _____

Student lives with: ___ Father ___ Mother ___ Stepparents ___ Foster ___ Legal Guardian ___ Other

Primary Language: English Spanish Other: _____

Is your child under medical care of taking any medication(s)? Yes No

If yes, please check all of the following conditions that your child has and indicate if medication needs to be dispensed at school?

Bee Sting Allergy Epi-pen Yes No Other Allergies: _____

Asthma Inhaler Yes No Special Needs Disability: _____

Diabetes Insulin Yes No Other: _____

Vision/Hearing Glasses Yes No

The After-School Care Program will not administer medication without first obtaining approval from the parent / guardian. If the child's temperature reaches 101 degrees, or the child appears to be ill, the parent will be called to immediately pick up the child.

Please read and sign below:

I have received and agree to the policies of the Dew ISD After-School Care Program.

Parent or Guardian Signature: _____

For Office Use Only

Enroll Date: _____ Initials: _____

Date Disenrolled: _____ Reason: _____

