

## **Carroll County Parks and Recreation**

### **Rules and Guidelines**

- The After School Program is held at Kathryn Winn Primary.
- Children attending Cartmell, may ride the bus to Kathryn Winn.
- The After School Program is for Carroll County Students ages 4 through 5<sup>th</sup> Grade.
- Fees must be paid by Friday each week. The child will not be able to return until fees are paid.
- The child will not be eligible to register for future Parks and Recreation activities until fees are paid.
- The cost is \$25/week or \$7/day (whichever is cheaper).
- Additional siblings are \$10/week or \$3/day.
- If special payment arrangements are needed, contact Michael Battaglia at 732-7029.
- Children must be picked up by 5:30 P.M.
- If you are late picking up your child, there is an additional fee of \$5 for every 15 minutes over.
- If a parent/guardian is unreachable and has not arrived by 6:00 P.M., the police will be contacted.
- All children must be signed out by parent/guardian upon release each day. The child will only be released to those listed on the application.
- The child will only be released to a sibling if they are at least 16 years of age and are listed on the application.
- The children do homework Monday through Thursday upon entering the After School Program. We do assist with homework as much as possible, but this is not a tutoring program. Parents should still check the child's homework at home.
- If an issue arises between staff and parent/guardian, it should be addressed outside of the cafeteria in private. Confrontation with the staff in front of the children will not be tolerated.
- Children should keep personal items (ie. toys) in their backpack. Parks and Recreation will not be held responsible for personal items the child brings.
- Cell phones may only be used by the child to communicate with parent/guardian.
- Children may not bring personal snacks, drinks or candy.
- There will be no after school care if school is released early.