21st Century Community Learning Center

USD 466
S.C.O.R.E.
After School Program

Parent/Student Handbook
2022-2023

Mission Statement:

Scott City Elementary School Prepares Students for their Future.

S.C.O.R.E. 21st CCLC program will provide a positive and safe environment for students to participate in homework groups, academic enrichment, enrichment activities, and physical activities.

Daily Schedule:

3:35-3:55 Check In/Snack
3:55-4:35 Homework/Tutoring Group activities/clubs
4:40-5:35 Physical Activity Guest Speakers Enrichment Activity Free Play/Dismissal

ART Information:

Mr. Berning is the after school ART teacher. ART is in two sessions. The first session is usually reserved for those students who are coming to SCORE on ART days only. The second session is for those students who attend SCORE along with ART. The session times are 3:45-4:35 and 4:40-5:30.

ART days are as follows:
Monday 5 th grade 2 nd session is Kindergarten
Tuesday-4 th grade
Wednesday-3 rd grade
Thursday-2 nd grade Friday-1 st grade

Students are expected to attend on their assigned nights. Mr. Berning has projects that are completed in multiple stages, so attendance is required to complete them.

Student Responsibility

1. Attend and participate in all activities to the best of their ability.
2. Respect the staff and other students involved with the S.C.O.R.E. program.
3. Listen and follow all directions.

Parent Responsibility

1. Encourage your child to make him/her the best that they can be.

2. Notify one of the coordinators if there is a problem.
3. Make sure students are picked up by 5:35 each evening. If your child is picked up later than 5:35, there will be an addition charge for the day **(for every minute late after 5:35, a $1 fee will be billed per minute)**

4. Adhere to the terms of the discipline policy as stated in the handbook.
5. Check and make sure your child's homework is signed.
6. To clarify the billing policy, students that have a bill that is **past due** 45 days will not be able to attend the programs until the bill is paid.
7. In addition, students that have an outstanding bill at the end of the school year will not be able to attend S.C.O.R.E. the following school year until the bill is paid and cleared. (This includes after school Art, and any other programs offered by the after school program) All S.C.O.R.E. students will be required to have a deposit (which started in 2015-2016). Outstanding bills will be paid from the deposit and students may return to the S.C.O.R.E. program when the deposit is replenished. T

   The deposit amount for each student is based on a lunch status sliding scale:
   Full pay=$80
   Reduced lunch=$40
   Free lunch=$20

   Deposits will be returned when a student transfers to the 5th grade, moves, or no longer attend the S.C.O.R.E. after school program.
8. It is your responsibility to make sure your child knows the days they are to attend S.C.O.R.E. You may call the S.C.O.R.E. phone at 872-7660 and leave a message or email or call Mrs. Armstrong (larmstrong@usd466.org:620-214-4901) with any changes in your plans.
9. It is also your responsibility to let the person know who is picking your child up (if it is not you) the PIN number to check them out. This is a new check out system in 2017 and it is implemented for your child's safety. The staff will not tell the person picking up your child the PIN number!
10. If any student leaves the school grounds and/or conducts inappropriate behaviors between leaving their classroom and checking into S.C.O.R.E., he or she will receive consequences as stated in the school and district handbooks.
11. Please notify the S.C.O.R.E. staff when contact information changes. **There has to be a current phone number on file in case of emergency**.
12. When a student has signed up for the Saturday greenhouse project, they are expected to be there on their assigned day/days. If there are more than 2

absences, your child will lose their slot for another to fill their place off the waiting list.

PROGRAM RESPONSIBILITY

1. Provide a positive and safe environment for students.
2. Provide homework help
3. Serve appropriate snacks
4. Provide academic enrichment activities that help support the school curriculum.
5. Provide a physical activity to help encourage healthy life styles for our students.
6. To use community resources and volunteers to increase knowledge of our community and surroundings to our students.

S.C.O.R.E. will not be in session when
1. There is early dismissal due to weather.
2. Early dismissal due to school calendar events.
3. Vacation days set by the school calendar.
4. School is closed due to weather.

Expectations
1. Follow directions
2. Respect others and property
3. Share and work together
4. Snacks and drinks from home may not be brought-this includes lunch food left over.

Discipline Procedures:
1. S.C.O.R.E. staff will talk with students about the behavior.
2. Age appropriate time-out.
3. Depending on the behavior, there may be other consequences. Examples: not participating in the planned activity or having to call or tell the parent what happened when they arrive.

If behaviors do not improve or a more severe behavior happens then:
4. An incident report will be filled out and the coordinator will talk with the parent
5. One or both of the coordinators will conference with the parent a second time.
6. Suspension from the program a number of days depending on the situation. Students may return to the program upon administration discrecion.

7. SCORE does not provide student accommodations that they may receive during the school day.

Continued behavior problems may result in the student no longer being able to participate in the program.

In the event that it is necessary to implement a procedure of suspension or expulsion of a student, we will follow guidelines as specified by the state statue.
S.C.O.R.E. students and staff are to adhere to all policies and procedures in the SCES Handbook as well as the S.C.O.R.E. handbook.

S.C.O.R.E. Fee System

Students that check in at 3:35 will be charged the daily rate of:
$1 per day=free lunch
$2 per day=reduced lunch
$4 per day=full pay lunch

The following activities are available to all students free of charge: Choir for 3rd and 4th grade and Go Far Running Program****Please Note-if your child attends choir or Go Far, but goes to S.C.O.R.E. after that activity is over, you will be charged the S.C.O.R.E. daily fee.

Contact Information:

Director: Dr. Shawn Roberts sroberts@usd466.org 620-872-7660

Academic Coordinators: Ashlee Logan alogan@usd466.org

Operations Coordinator: Linda See larmstrong@usd466.org 620-214-4901