



SES High Five Policy Information

By signing a registration form for your child, you are acknowledging you have read and agree to these policies. This form must be on file for your child to attend clubs.

- I understand that each student attending the CLC out of school program **MUST** have completed enrollment forms and emergency forms, with accurate contact information, on file prior to attending.
- It is the responsibility of the parent/guardian to be sure their child understands that he or she is to remain at CLC programs until an authorized person picks them up. CLC Program staff does not provide supervision outside of programming and class times. Students must be picked up promptly (according to times in registration packet). I also understand that if my child is not picked up by the closing time, it may result in dismissal from programming and contacting the Spooner Police Department.
- I understand that my child must follow the directions of the school staff. Students are expected to check in during specified times (included in registration packet).
- I understand that Out of School programming shares expectations of the school day. Therefore, the students are expected to follow school rules and regulations during these programs. Out of school programs are Academic Clubs with clear learning objectives. Students who disrupt the learning environment will be dismissed from the program.
- I understand that my child may be asked to leave the program temporarily due to inappropriate behavior. Any behavior that jeopardizes the safety of other students will result in a call home. In some situations, staff may ask a parent to pick up their child immediately. My child will not be allowed to attend the program until the return date on the Discipline Form which the parent/guardian must sign and return.
- I understand that van transportation is provided to families who have no means of transportation for their child to attend programming, not a service of convenience. I agree to contact the CLC Coordinator to arrange necessary van transportation if my child needs it. Van transportation is a privilege and misbehavior will not be tolerated. Students who are not safe, respectful and responsible may be dismissed from the van.
- I understand that CLC staff is mandated to report any suspicion of child abuse or neglect to Washburn County Department of Human Services or the City of Spooner Police Department.
- I understand I will be notified if my child is injured in Afterschool. Minor injuries (scrapes, bumps, etc) will occur at the time of student pick-up. If there is an injury to the head or any concern of medical need, parents will be contacted immediately
- I understand that the CLC is not responsible for any lost or stolen articles. Personal items, toys, collectible cards, etc will not be allowed at programming for the safety of your child's belongings.

Parent/Guardian Signature

Date