

2018-2019 EMERGENCY CONTACT PICK-UP LIST

- Only people named below will be permitted to pick up your child in the event of an emergency.
- At least 3 local residents who have permission to pick-up your child and may be called in case of emergency, or late pick-up, must be included on this list.
- Photo identification will be required of all individuals upon pick-up.
- Names of parents permitted to pick up must be included on this list.

****PLEASE SEND A WRITTEN NOTE OR CALL WHEN ONE OF THE PEOPLE BELOW WILL BE PICKING UP YOUR CHILD.****

1) CHILD'S NAME

2) CHILD'S NAME

NAME	RELATIONSHIP TO CHILD	PHONE NUMBERS
PARENT 1:		Home:
		Work:
		Cell:
PARENT 2:		Home:
		Work:
		Cell:
*CONTACT #1:		Home:
		Work:
		Cell:
*CONTACT #2:		Home:
		Work:
		Cell:
*CONTACT #3:		Home:
		Work:
		Cell:

*****PLEASE UPDATE THIS LIST WHEN NECESSARY*****

BEHAVIOR CONTRACT

The After School Program has been designed to provide children with the opportunity to share new experiences, make new friends, and have fun. A safe, smooth, and fun school year is everyone's goal. Children are expected to follow the rules at all times.

THE FOLLOWING BEHAVIOR WILL NOT BE TOLERATED ON THE BUS OR AT THE JCC AFTER SCHOOL PROGRAM:

1. Disregarding the rules of safety on the bus.
2. Putting anything... hands, feet, head, garbage outside of a bus window.
3. Yelling, walking around, or making gestures of any kind to other motorists while on the bus or van.
4. Constant running away from classroom/group.
5. Running and yelling in the JCC hallways and program areas in a disruptive manner.
6. Rude, loud, obnoxious, and embarrassing behavior, including foul language.
7. Theft of property.
8. Vandalism to property.
9. Verbal abuse of other children and staff; this includes teasing, trash talking, ganging up on anyone, being intentionally mean, and bullying of any kind.
10. Physically fighting or any kind of violent behavior.
11. Refusing to listen to AND accept the instructions of the staff.

Any of the following actions may be taken depending on the nature of the infraction: a) verbal warnings; b) written warnings and or meeting with parent; c) suspension from the program; d) expulsion from the program; e) three incident reports on the bus will be a one or two day suspension; f) six incident reports on the bus will be a two or three day suspension; g) after six incident reports you will be expelled from the JCC bus. No refunds will be given if a child is deemed unable to participate in the After School Program or a particular activity due to unacceptable behavior.

I HAVE READ THIS CONTRACT WITH MY CHILD AND REVIEWED IT WITH THE AFTER SCHOOL DIRECTOR. I UNDERSTAND THE BEHAVIORS THAT WILL NOT BE TOLERATED AND THE ACTIONS THAT WILL BE TAKEN IF MY CHILD DOES NOT FOLLOW THE BEHAVIOR CONTRACT.

Signature: _____ Date: _____

(Parent or Legal Guardian)

PERMISSION AGREEMENT

- A. I give _____/_____ permission to ride on the B & B bus
(Child 1 Name / Child 2 Name)
or the JCC minivan from _____ back to the
(Name of School)
JCC, 360 Amity Road, I understand that the bus will stop at other schools.
- B. I understand that I must have a current JCC membership in order to participate in the JCC After School Program.
- C. I grant permission for my child to participate in all activities including walking field trips to the JCC Summer Camp.
- D. I understand that I am responsible for tuition payments regardless of my child's absence from the program for any reason.
- E. I grant permission for my child to be included in editorials or pictures connected with the JCC.
- F. I give my child(ren) permission to participate in After School free swim on Wednesday and Friday at the JCC through the 2017-2018 After School year. I understand that the children will be supervised in and out of the pool by the JCC After School staff. I understand that free swim may be canceled due to unforeseeable staff absences. I understand that for the safety of my child, it is up to the JCC After School staff/ and JCC lifeguard, (which will be on duty at all times), to determine if my child is able to swim in the deep end of the JCC pool or swim without a flotation device. (Parents always can say no to the deep end or that your child does need a flotation device.) State mandated ratios of one adult for every six children will be maintained in the pool at all times.
- G. I grant permission for the JCC After School Program to make whatever emergency (first aid, disaster evacuation) measures as judged necessary for the care and protection of my child while under the supervision of the JCC After School staff. These steps may include, but are not limited to the following:
1. Administer first aid.
 2. Attempt to contact a parent, guardian, or child's physician.

3. Attempt to contact the parent through any of the person listed on the "Emergency Contacts/ Pick-Up Form" completed for the JCC After School Program. (Note: It is the parent's responsibility to keep this form up to date.)
 4. If we cannot contact the parent or the child's physician, we will do any or all of the following: call another physician, contact a local emergency resource, or have the child taken to an emergency hospital in the company of a staff member in the JCC mini-van or ambulance.
 5. It is understood that in some medical situations, the staff will need to contact the local emergency resource before the parent, child's physician, and/or other adult acting on the parent's behalf.
- H. I will follow all JCC policies and procedures in the parent manual.
- I. The JCC After School staff will not be responsible for anything that may happen as a result of false or a lack of information given at the time of enrollment or if anything changes with the child throughout the year and the After School Program is not informed.
- J. It is understood that if my child takes JCC enrichment classes that the JCC After School staff will not be responsible for my child's supervision during the class time. The JCC enrichment instructor will be responsible for your child during the class time.

Signature: _____ Date: _____
(Parent or Legal Guardian)

HOMWORK INFORMATION

1) Child's Name _____ Grade _____
2) Child's Name _____ Grade _____

- My child does not have to do their homework at After School.
 My child has my permission to work on their homework for _____ minutes a day.

Comments: _____

- *I understand that homework help is not one-on-one.
- *I understand that my child may not finish their homework.
- *I understand that if my child refuses to do their homework, the After School staff will have my child put their homework away and will inform me of any problems.
- *I understand that it is not the responsibility of the After School staff to search my child's belongings for their homework.

Signature: _____
(Parent or Legal Guardian)

Date: _____

POLICIES AND PROCEDURES AGREEMENT

I have received and read the Parent Handbook and fully understand the program philosophy, policies, procedures, tuition payment responsibilities, discipline policies and membership responsibilities of the JCC After School Program. By signing below, I agree to follow through with all policies and procedures of the JCC After School Program.

Getting to know your child

The JCC After School Program believes that every child in our care is a unique individual with special needs. Help us to provide the best care for your child by providing us as much information as possible.

Please answer the following questions:

Please explain if there are certain situations that may cause your child difficulty. How can we best work with your child in these situations?

What limitations does your child have?

Other comments:

PARENT SIGNATURE

PRINT PARENT NAME

DATE