

MIAMI CHRISTIAN SCHOOL

AFTER SCHOOL CARE POLICIES

All students in K5-8TH grade who have not been picked up by 3:15 p.m. are to report to ASC.

A. CHECK IN AND OUT: Students who are involved in after school activities must be dismissed from the ASC program and then must return to ASC when finished. Students wishing to leave ASC to attend a game on campus must have permission on file with the ASC supervisor. Sports participants will remain with their coach after practice or a game. (See the ASC supervisor if your child is a regular in ASC.) Students in activities such as tutoring, chorus, help class, etc. will be charged the daily rate if they return to ASC when their program is finished.

B. AFTER SCHOOL, all students not involved in an after school activity must report to ASC. Our insurance program requires supervision and safety demands it. **Do not ask your child to violate school policy and risk disciplinary action by waiting for you after school anywhere except in ASC.** Students wandering the campus will be issued a disciplinary notice; a referral will be issued for the second offense.

C. SPORTS PARTICIPANTS in Elementary and Middle School are to report to ASC until their coach picks them up. Students will not be charged for the time they wait in ASC until their sport begins.

All students in sports are to remain after practice or a game with their coach until they are picked up by their parents. Students will not be sent to ASC unless they are a regular in ASC. Students should be picked up within a half-hour after practice or games. After the half-hour, **there will be a charge of \$25 for the first 15 minutes and \$10 for each half-hour or any portion thereof after that. This will be added to the monthly statement by the bookkeeping office.**

When a younger student in sports finishes practice early and has to wait for an older brother or sister, an exception will be made regarding the late pickup fee as long as they are picked up by 6:00 p.m. This does not mean that a younger student may wait with an older brother or sister. Our insurance demands that we have adult supervision; therefore, Elementary/MS children must be in ASC when waiting for or with older siblings. They will be charged the regular fee for ASC but not the added late charge for athletes or fans after practices or games. **Fees and times may be altered if this procedure does not work.**

D. DISCIPLINARY POLICY FOR CONDUCT

1. 1st Offense: Elementary/MS: Verbal warning for conduct.
2. 2nd Offense: Elem.: Time-out; MS: Disciplinary notice/referral given if deemed necessary
3. 3rd Offense: Elem.: Time-out; MS: On the third notice student will be suspended for one week.
4. Elem/MS: Students may be suspended by the School Head if the misconduct warrants immediate action.

E. CONSEQUENCES FOR LATE PICK UP (ASC ends at 6:00 p.m.)

1. Two warnings given
2. Final warning given
3. Termination with 5-day notice

I have read the above and understand the policies clearly. I also understand that all the same policies found in the MCS handbook apply to ASC. I agree to abide by them and will instruct my child to do the same.

Parent Signature
Rev. 2/21

Date