

## **Walker Park Elementary K-5 Before & After School Program 2022-2023 Registration**

Thank you for your interest in our programs for the 2022-2023 school year.

### **Before School Program Information- Hours 6:40 am - 8:00 am**

**Start date:** Tuesday, August 3 for students that have preregistered.

**Location:** For the Before School Program students will enter at the main entrance Parents must walk students to the door. Students will not be allowed to enter the building before 6:40 a.m.

### **After School Program Information-Hours 3:45-6 pm**

**Start date:** Tuesday, August 3rd for students that have **pre registered**.

**Check-in/out Procedures:** At 3:45 pm all after school students are dismissed to the cafeteria and counted present for the day. Parents should report to the front office to check out students from the program. Please make sure you have a photo ID available to pick up your child.

**Late fees:** Late fees will apply if your child is not signed out by 6 pm (Staff's clock out time). The charge is \$10 for 1-10 minutes late and then \$1 per minute until the child is picked up. Late payment is due upon pick up. Please call the school at 770-207-3240 if you are running late. If a student is picked up late 3 times he/she may be dismissed from the program.

**Homework help** will be available Monday, Tuesday, and Thursday until 4:45. It is the responsibility of the student to bring their books and materials for homework and to report to the homework station.

**Students with limitations:** Our before and after school enrichment programs are staffed and planned for students who can independently transition between centers with a ratio of 1 staff:25 students.

**Pre-K Students:** Only Pre-k students with older siblings already enrolled in the program will be accepted.

### **WPES Before & After School Rules and Consequences**

Rules:

- Stay with your group at all times.
- Follow directions the first time they are given.
- Be respectful of adults and your peers.
- Use appropriate language.
- Keep your hands and feet to yourself.
- Only approved websites may be accessed.

Consequences:

- Verbal warning
- Time out with teacher
- Time out with director- parent will be notified
- If a student receives 3 referrals to director he/she may be dismissed from the program at the director/and or administrator's discretion

**2022-2023 FEES**

**\$25.00 Registration Fee for every family.** Registration fees are due with completed application one day BEFORE your child may attend either program. This fee pays for supplies and snacks for our program throughout the year. **Registration fee plus first week's fees will be due by open house along with signed application for students to attend. Staff members in Walton County Schools will receive a 50% discount.**

BEFORE SCHOOL ONLY- \$6.00 per day/per child

DROP IN AFTER SCHOOL ONLY- \$15.00 per day/per child

FULL TIME (5 DAYS/WEEK) AFTER SCHOOL ONLY	
1 child	\$50.00
2 children	\$85.00
3 or more children	\$125.00

FULL TIME (5 DAYS/WEEK) BEFORE & AFTER SCHOOL	
1 child	\$75.00
2 children	\$125.00
3 or more children	\$150.00

**My Payments Plus:** My Payments Plus is the county's preferred method of payment for activities. Registration fees and weekly payments may be made online through My Payments Plus. My Payments Plus may be accessed through the Parent Portal on the main website - the same as a lunch account may be accessed and paid. The registration cost is \$25 for a family and indicated as such on My Payments Plus. Parents will need the students ID number to set up or access an account. The website for registration and payment online is [www.mypaymentsplus.com](http://www.mypaymentsplus.com). You will need to pay your registration fee online, as well as complete the Before/After School application and turn it in before your child may attend either program. Please make payments at the beginning of each week. Payment is due in advance of services to be received.

**Late Payments:** If payment is not received by Friday, a \$5 late fee will be added to the balance and the overdue balance plus the next week's payment will be due in order to attend the next week. Parents who wish to pay every other week must still pay in advance. This means two weeks of fees would be due at the beginning of the first week. If payments are received late 3 times during the school year, your child may be dismissed from the program.

**\*\*\*\*THERE WILL BE NO AFTER SCHOOL SERVICES ON EARLY RELEASE/CONFERENCE DAYS: YOU WILL NEED TO MAKE OTHER ARRANGEMENTS FOR YOUR CHILD ON THESE DATES. \*\*\***

**Walker Park Elementary Before & After School Program  
Application (one form per family)**

Please return form to school with registration fee one day prior to your child starting.

Check the blanks that apply:

Before School Only       After School only       Both Programs

Pickup Restrictions       Medical Restrictions

Student Name: \_\_\_\_\_ Grade/Homeroom: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade/Homeroom: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade/Homeroom: \_\_\_\_\_

Address: \_\_\_\_\_

Mother/Guardian: \_\_\_\_\_ Cell phone \_\_\_\_\_

Mother/s Employer \_\_\_\_\_ Work phone \_\_\_\_\_

Father/Guardian: \_\_\_\_\_ Cell phone \_\_\_\_\_

Father's Employer \_\_\_\_\_ Work phone \_\_\_\_\_

Primary Email Contact (please print very neatly) \_\_\_\_\_

**IN CASE OF EMERGENCY CONTACT:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship \_\_\_\_\_

Hospital or Physician \_\_\_\_\_ Phone \_\_\_\_\_

The following people MAY pick up my child from the WPES After School Program (other than parent/guardian, including day care center representatives and name of day care). *A photo ID must be provided.*

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship \_\_\_\_\_

In custody cases, the following people MAY NOT pick up my child from the WPES After School Program. ( A copy of custodial records must be attached).

If school dismisses early for any reason, my child will:

Go home on bus # \_\_\_\_\_  ride/walk home with \_\_\_\_\_  I will pick up

If your child has any special needs due to allergies, diet, medical, etc. please list below:

\_\_\_\_\_  
\_\_\_\_\_

If either parent is a WCPS teacher/employee, please indicate location of employment:

\_\_\_\_\_

Students must adhere to the Walton County Public Schools Code of Conduct while attending the WPES Before/After school program. I, the parent/guardian of the above named students, will assume liability for accidents and injuries incurred during the program. In the event of an emergency, I authorize the persons in charge to seek immediate medical attention for my child. Students who do not follow rules and procedures as directed by program staff will be referred to the program director who will in turn report the incident using a disciplinary log. Students who acquire three disciplinary referrals in a school year will be referred to the school administrators for possible dismissal from the program.

### **PARENTAL ACKNOWLEDGMENT OF RULES AND REGULATIONS**

- I have reviewed the Walker Park Elementary Before/After School program handbook with my child, including the rules and consequences.
- I understand that payment is due at the beginning of each week and that if my child's payment is not received the week services were received, a \$5 late fee will be added to the balance.
- The past due balance (plus \$5 late fee) and the next week's payment may be required before returning to the program.
- I understand that if my child is picked up late 3 times my child may be dismissed from the program.

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_