

Program Agreement

After reading each statement, please initial

- _____ 1. Children enrolled in after-school program will **NOT** be released from the program without presentation of valid identification, for example: A driver's license or a school identification ID.
- _____ 2. Any student absences from the after-school program MUST be reported by 12:00 noon the day of the absence.
- _____ 3. No pick-ups of students from school sites will be made by the after-school program after 3:05pm.
- _____ 4. No children will be released from after-school program without knowledgeable agreement between PROGRAM SUPERVISOR & PARENT OR GUARDIAN of said child.
- _____ 5. Absence requests by parents can ONLY be made thru the after-school program phone line: 510-559-7220.
- _____ 6. Parents / Guardians are responsible to remain current with information regarding after-school program closures, special activity registration dates or child emergency card information.
- _____ 7. Special release requests (child releases themselves out of the program) must be submitted in writing and signed by parent 24hrs prior to child being cleared to leave.
- _____ 8. The program's billing schedule begins when your child is released from their **class of origin** (1:55 early bird or 3:05 late bird). We bill only on a monthly schedule with no weekly prorations. We will not make any special schedule changes due to absences for illness, family vacations, or enrichment class release times.

Parents/Guardians who do not uphold any of the items in the agreement risk being dropped from the program.
