



Richland R-IV
21st CCLC Afterschool Program

THE BEAR DEN

Parent/Student Handbook

2018-19

Contact Information

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The Bear Den is Richland Elementary School's after-school program that began in 2016-17, which is a federally-funded program through a grant.

Students can stay after school until 5:30 p.m. (5:15 during the summer) During this time students are given homework assistance and reading time.

They also are given hands-on activities that encourage the growth in the areas of STEAM (Science, Technology, Engineering, Arts, and Math).

THE BEAR DEN Goals (taken from the grant)

- All students will show growth on the STAR Reading and Math benchmark assessments
- To offer a variety of adult programming
- To provide a quality program to assist students and parents

Enrollment

The enrollment form must be filled out completely before the student will be allowed to stay. This information gives us: contact information, adults authorized to take your child from the program, days your child will attend, transportation information, and medical information. If enrollment information changes, please contact the afterschool staff; it is important that we have current information.

Transportation Information

RIDING BUS

If you would like your child to ride the bus, remember that the bus will **not** bring your child to your house. Our program has drop off locations that you will need to be able to meet your child at.

Due to the route of the bus and the amount of students attending The Bear Den, exact drop-off time is difficult to determine at first. The bus will leave by 5:30 and begin the route. Please be at the drop off place, so the bus driver does not have to wait. If you are not there, you will receive a call, and the bus will bring the child back to school for your pick-up there.

Drop off locations are:

Carol Court (Hwy A)	Flea Market (Hwy AB)
Richland Childcare Center	Seven Springs Road (Hwy A)
Camden Street Apartments	Shady Dell Park
Burger Stand	Central Ozarks Medical Center (Warren Street)
Lee Heights Trailer Park	Saddle Club (Rodeo Drive)
High School	Hwy FF
The Concrete Place (Hwy 7)	

***Please let me know on the enrollment form, where you will be meeting the bus.

PICKING UP YOUR CHILD

If you are picking up your child from school, you can do this anytime before 5:30 p.m. Come around to the back of the building by the music room. We will let you in the back door and call for your child. Our office is across from the nurse's office, right past the gym door.

****Please bring your ID into the building, when you sign your child out.**

Daily Schedule

3:00 - 3:15	Snack/Attendance Check
3:15 - 3:30	Recess
3:30 - 4:00	Homework/Reading
4:00 - 4:45	Activity
4:45 - 5:30	Activity

*Chronically late pick-ups or missing the bus at the designated location will result in your child's dismissal from the program.

The Bear Den will not be in session when:

- school is not in session
- early dismissal days (half days)
- school is cancelled/released early due to weather or other factors
- weather conditions at the end of the school day predict bad weather

Student Behavior

Students will follow all rules and procedures for the Richland R-IV School District.

To encourage attendance and positive behavior, students will earn Bear Den Bucks. These bucks will be spent on items that the students decide on.

Students who are suspended from the regular school day are not allowed to attend the after-school program for those days. Also, if students are suspended from riding the bus during the regular school day, they are not allowed to ride the after-school bus.

If discipline problems persist after three attempts have been made to solve the problem, the child will be dismissed from the program. Parents will be contacted each time a problem is documented as a strike.

Parent/Student Activity Nights

Throughout the year, we will invite the parents to see what we are doing and to participate with our children. The dates and times will come home about these special evenings on our monthly newsletters.

Parent Classes

Each quarter, the Bear Den staff will offer a class for the parents. During this class, childcare will also be available. Surveys will be sent out to discover the interest and then these will be planned. These will also be placed on the newsletters.

Questions

If you have any questions, the best time to talk with someone from the Bear Den is from 2:00 - 2:45 and from 3:15 - 5:30. We are in and out of the office from 2:45 - 3:15 helping with attendance and snack time.