

Newman-Crows Landing Unified School District
K-5 After School Programs

Dear Parents/Guardians,

We are excited to welcome another year of the After School Program (ASP). ASP begins on the first day of school and will be open every day that school is in session until 6:00 pm. Because our programs are fun, academically challenging and socially enriching, they are in high demand. The ASP Parent/Student Handbook can be found on the NCLUSD website. It is important that everyone is aware of the expectations and rules of the program.

The cost of the program is as follows:

- **Group A** – Families qualified for the Free/Reduced lunch program will pay \$30.00 per month per child
- **Group B** – Families not qualified for the Free/Reduced lunch program will pay \$40 per month per child
- **Kinder Care** – All Families will pay \$60 per month per child
- Maximum charge per family not to exceed \$100 per month

Please note:

- ASP does not prorate the short months as the entire cost of the program, per child, is divided evenly over 10 months.

Enrollment in the program will be based on meeting the following criteria:

1. Homeless and Foster Youth will have first rights to the program.
2. Students attending more than 90% of school days for the 2017-18 school year.
3. Students identified at-risk as measured by the district early literacy assessment.

Once enrolled in the program students will be suspended and/or removed for the following reasons:

1. Students absent 10% or more days, at any point in the 2018-19 school year.
2. When tuition has fallen (2) months behind, student may be removed and added to the end of the waitlist.
3. Student is picked up after 6:00 pm more than three times.
4. Receiving more than three behavioral referrals.

Please find below the Early Release Policy for Newman-Crows Landing Unified School District (NCLUSD) After School Programs (ASP)

Educational Code states the following:

Section 8483(a)(2): It is the intent of the Legislature that elementary school pupils participate in the full day of the program every day during which pupils participate and that pupils in middle school or junior high school attend a minimum of nine hours a week and three days a week to accomplish program goals.

ASP runs from the end of the regular school day until 6pm. NCLUSD hopes that families and students will take full advantage of the program, however, NCLUSD understands that sometimes students need to be checked out early. If checking out a student early, before the program closes, please mark down one of the early release codes below.

1. Off-site enrichment programs
2. Family emergency
3. Family needs
4. Medical appointment
5. Transportation

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6. Child accident/injury
7. Safety issues (darkness, weather)
8. Participation in school athletic programs and team sports

If one of the above codes is not marked the student will be marked as an unexcused absence and it will count against their attendance in the program.

Due to staffing, please provide written notification when your child will be picked or early or will not attend the program on a certain day.

Please note that this early release policy is the exception and not the norm. If it becomes the norm your student may be suspended or removed from the program.

Students with more than (3) unexcused absences may be suspended or removed to the program and placed at the bottom of the wait list.

Unique situations will be dealt with on a case by case basis in a private manner.

District and ASP staff will be monitoring early release and attendance to ensure that students receive the full benefit of the program.

If you have any questions about the early release policy or the codes provided, please contact your site coordinator at the numbers listed below.

ASP does not guarantee that students will finish homework by the time students leave ASP. Please spend a few moments with your child reviewing their assignments and discussing their day at school.

We sincerely hope that you can understand and respect the value of all of our After School Programs. We are excited to serve the children in our community and look forward to another great year.

Sincerely,

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