



**Bedford County 21st Century Learning Centers Consortium**  
A cooperative of five Bedford County, PA school districts and charter school  
offering after school programming to all Bedford County students

**Tussey Mountain REGISTRATION FORM**

**Student Information:**

Student's Name \_\_\_\_\_

Grade \_\_\_\_\_ School \_\_\_\_\_ Date of Birth \_\_\_\_\_

Homeroom Teacher \_\_\_\_\_

Mailing Address \_\_\_\_\_

Physical Address (if different) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_

**Parent/Guardian Information:**

Parent/Guardian # 1 Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell \_\_\_\_\_ E-mail \_\_\_\_\_

Best way to contact you? (Circle one) Cell Text E-mail Home phone Work phone

Mailing Address (leave blank if same as above) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Parent/Guardian # 2 Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell \_\_\_\_\_ E-mail \_\_\_\_\_

Best way to contact you? (Circle one) Cell Text E-mail Home phone Work phone

Mailing Address (Leave blank if same as above) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

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If pickup, list the people who have permission to transport your child (May be asked to show identification) and their relationship to your child. Students will NOT be released to minors unless they are immediate family and listed below. **Please be on time if you are picking up your child!**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Persons who may NOT pick up your child \_\_\_\_\_

Are there any custody issues? \_\_\_\_\_ If so, describe briefly \_\_\_\_\_

\_\_\_\_\_  
I agree that all of the information provided above is correct and that I have reviewed and agree to abide by all Program Information Rules.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name



### **BUS EXPECTATIONS**

1. Students will treat each other and the bus drive with respect!
2. Students should be sitting in their assigned seats immediately upon entering the bus.
3. No student shall stand or move from one seat to another while the bus is in motion.
4. Loud voices, inappropriate conversations or profane language is not acceptable and will not be tolerated!
5. Inappropriate gestures will not be tolerated!
6. Students should request the permission of the bus driver to open a window, *unless* the bus driver has a different policy.
7. Students should not throw objects and should place all trash in the can. Keep the bus clean!
8. There is no eating or drinking allowed on the bus.

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Dear Parents(s)/ Guardian(s),

We have allotted a block of time from 3:30-4:30 for students to work on their homework and also to be tutored. When you look at your child's agenda, we will have placed our initials next to the assignment(s) we have checked.

We try to check for accuracy but due to time constraints and the number of students we have to work with, sometimes their homework is only checked for completion. You may need to make sure they complete any homework that they did not get to finish and/ or check their homework for accuracy. If we do not see the assignment, we will not place our initials next to that assignment.

If you have any questions, please feel free to contact us and we will get back to you as soon as possible.

Thank you,

Jessica Little and Lindsey Corrigan  
21st Century After School Program  
Tussey Mountain Elementary School  
(814) 635-2934  
[jlittle@tmsd.net](mailto:jlittle@tmsd.net)  
[lcorrigan@tmsd.net](mailto:lcorrigan@tmsd.net)

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scheduled to attend the after school program either through their original registration form or through a note from home may not stay after school for the program.

13. If a child is registered to attend on a given day and is not able to attend, a parent/guardian must send a note to school with the child and that note must be given to his/her homeroom or classroom teacher when he/she arrives in the morning. Otherwise the child will be expected to stay after school.
14. To ensure children's safety, if a parent/guardian or other adult picks up their child, he/she must sign him/her out. Children will be released only to those persons listed on the child's registration form.
15. Parents who have students in Kindergarten and First Grade participating in the program will be required to pick their students up at the bus stop at the end of programming.
16. The after school program staff will apply minor first aid to a child (i.e. band aids, icepacks) but cannot dispense oral medications. Staff will contact parents/guardians if first aid is necessary.
17. Parents give permission for after school staff to have access to school-day records, including, but not limited to health, academic, attendance, etc., with the understanding that this information will be kept confidential.
18. Parents give permission for photographs, video and the full name of their child to be used to publicize the after school program including, but not limited to in local newspapers and the site's website.
19. Based on limited grant funding and staffing, we have capped enrollment at this site. If we find that enrollment is projected to exceed that cap, we may need to place some students on a waiting list based on the following factors:
  - Ability to attend the program frequently. Students who attend more days will have priority over those who attend fewer days. Attendance will be monitored and those students who consistently fail to attend as often as their registration form indicated may be dropped from the program if an equally qualified candidate is on a waiting list.
  - Previous enrollment – students who attended the program in past years will have priority over new enrollees.
  - Enrollment date – students who sign up earlier and have equal attendance will have priority over students who enroll later in the year.
  - Academic risk – students who have academic need, attend a higher number of days per week and who enroll earlier will have priority over students who are not considered academically at risk.
20. By signing this form, you are giving permission for your child to be tested or to respond to surveys, which provides data to help your child in the program and/or to be used in the evaluation of the program.
21. It is a grant requirement that students participating in this program must work to become proficient on the state standards in reading and math. This will generally take place during the academic hour. During the academic hour, students are also helped with homework. All of the assigned homework may or may not be completed in the allotted time. We recommend that you discuss with your child whether he or she has additional homework to complete each night.
22. As a grant requirement, all students may be expected to participate in a physical activity period. Students should be prepared to be appropriately dressed for this activity. If a student is unable to participate in physical activities, he/she should bring a note from home asking to be excused or asking that the activity be modified for him/her.
23. Throughout the year, the program has four Open Houses and three parent engagement nights that parents/families to which parents/families will be invited. Look for notice of these times.
24. Each After School and After3 site has an Emergency Readiness Plan. Each month at least one drill from the plan is practiced by the students.
25. If you have concerns or ideas for the program or would like to visit the program, please contact your child's Site Coordinator for discussion.

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Dear Parents,

This year, After School will continue using an App called Class Tag to help stay in communication with you regarding upcoming events, assignments, or specific information pertaining to your child. You can sign up with your email or cell phone number. We will send you an invitation and add you to the After School page to receive these notifications. Please fill out the information below.

Parent/ Guardian: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

If you do not have a cell phone, email can also be used:

\_\_\_\_\_

Thank you for your help!

Mrs. Little and Mrs. Corrigan