

Franklin Academy Aftercare Program Information 2024-2025

Welcome to an exciting new school year! Thank you for your interest in the Aftercare program. The Aftercare program starts immediately after carpool and ends promptly at 6:00 PM every day school is in session. Parents can voluntarily participate in the program as many days as needed. The cost of Aftercare for the entire 2024-2025 school year is as follows:

- K-8 \$1360 payable in 8 equal payments of \$170 or a lump sum of \$1224 (10% discount)
- HS \$900 payable in 8 payments of \$112.50 or a lump sum of \$810 (10% discount)

Payment can be made by visiting www.franklinacademy.org and clicking "Quick Links" at the top right. Then choose "School Store". "Drop In" use of Aftercare will be on a prepaid basis. You can purchase days in sets of 5 from the school store. Print and bring your receipt to the Aftercare school staff. They will keep track of the days you've paid for and used on the "punch sheet". **No monthly payments can be submitted to the ASC director.**

Upon Entry to Aftercare:

- Attendance-Each student must sign in to aftercare promptly after carpool and if they are meeting with a teacher or other group and plan to return to Aftercare, they must notify the after school director of their plans. If they are participating in an athletic practice but plan to attend Aftercare when finished, they **MUST** sign in to aftercare prior to attending the practice and then return promptly when finished. If a student continually fails to follow this process, Franklin Academy will ask that they do not participate in Aftercare.

Pick-Up Time is 6:00pm. **Please note:** Students picked up after 6:00 pm will be charged a minimum of \$5.00 and \$1.00 per minute thereafter. These charges must be paid in **CASH** to the aftercare worker when the child is picked up. Traffic, bad weather or other unforeseen circumstances do not waive the late charge fees.

Please remember that Aftercare is a school run program. Aftercare is a voluntary program and while in session the school's discipline policies are in effect as stated in the Franklin Academy Handbook. Please see the attached terms and conditions for further explanation of discipline protocols.

If you have any questions regarding the after school care program, please find grade level specific contact information listed below.

Franklin Academy II Grades K-2nd Laurie Connelly: connellyl@franklinacademy.org
Franklin Academy IV Grades 3rd-5th Dio Martin: martind@franklinacademy.org
Franklin Academy III Grades 6th-8th Deanna Bennett- bennettd@franklinacademy.org
Franklin Academy V 9th-12th grades Kristen Day: DayK@franklinacademy.org

Please read and sign the attached terms and conditions to secure a space in our aftercare program for your child. ALL PARTICIPANTS are required to sign and return the attached agreement form in order for a child to be enrolled and attend the Franklin Academy Aftercare Program.

Please keep this page for your records

The Franklin Academy After School Care Program

Student Name:

First: _____ Middle: _____ Last: _____

Goes by: _____ Gender: M/F DOB: _____

Homeroom Teacher (last year): _____ Grade: _____

Sibling Information (that currently attends FA):

Name: _____ Grade: _____ Teacher: _____

Name: _____ Grade: _____ Teacher: _____

Family Information:

Parent(s)/Guardian(s) Name:

1. First: _____ Last: _____ Relationship: _____

Address: _____

Home Phone #: _____ Work #: _____ Cell#: _____

Employer: _____ email: _____

2. First: _____ Last: _____ Relationship: _____

Address: _____

Home Phone #: _____ Work #: _____ Cell#: _____

Employer: _____ email: _____

EMERGENCY CONTACT INFORMATION (other than listed above):

1. Name: _____ Relationship: _____ Phone #: _____

2. Name: _____ Relationship: _____ Phone #: _____

3. Name: _____ Relationship: _____ Phone #: _____

**** NOTE: Emergency contact(s) need to be available between 3pm and 6pm. ****

The Franklin Academy After School Care Program

MEDICAL INFORMATION:

In the space below, list any medical conditions that the After School Care Staff may need to know (allergies, asthma, heart problems, etc.) _____

Physician Name: _____ Phone #: _____

Dentist Name: _____ Phone #: _____

RELEASE INFORMATION:

The safety of all students is our number one priority. Therefore, if there is anyone who is specifically **NOT** allowed to pick up your child(ren) (due to custody or safety concerns), please provide that information below.

The following person(s) are **NOT** allowed to pick up my child(ren):

Name: _____

Name: _____

In addition, we ask that anytime someone other than the persons listed as guardian(s)/emergency contact(s) pick up your child, you send a note, call the school office and leave a message for aftercare, or email the aftercare staff with this information. The aftercare staff will require a picture ID when picking up your child. Thank you for your cooperation in this matter.

All information gathered is strictly CONFIDENTIAL.

Payment/Terms of participation

- Participants are expected to sign up for PayPal payments no later than August 15, 2024
- If payment is not received by the close of the PayPal payment window and no arrangement has been made with the Franklin Academy Business Office prior to this time, you will be required to make other arrangements for the care of your child.
- **Families with special circumstances must contact the Business Office directly at 919-453-5090, Ext. 105 or business@franklinacademy.org to make payment arrangements. Aftercare directors are not authorized to make such arrangements.**

● All student information forms, waiver and release agreements must be signed and returned prior to the (1st) first day of services.

● Services cannot be rendered until this contract is signed and returned. **Student Conduct:**

● Students are expected to behave appropriately at all times in accordance with the Student Code of Conduct.

● Students who misbehave and/or violate the Student Code of Conduct will face the following disciplinary protocol:

○ First Offense: Written warning

○ Second Offense: Suspension with consideration of permanent removal from the aftercare program (length of suspension and removal from program determined at the discretion of administration)

○ Any subsequent offenses may result in immediate removal from the program once a suspension is issued

● School Administration reserves the right to immediately suspend and/or remove a student from the program for behavior that is particularly egregious, disruptive, or violent in nature without the issuance of a written warning.

● Please review the Student Code of Conduct found in The Franklin Academy Handbook with your child and explain that these rules apply not only during the day but in aftercare as well.

● The rules of aftercare apply equally to all students enrolled.

● Once a student is removed from the aftercare program, regardless of the grade, their removal is permanent and in effect for the duration of their enrollment at Franklin Academy.

Pick-Up/Late Fees/Other Information:

● Students must be picked up by 6:00 PM by a parent or an authorized individual. (Parents must notify Franklin Academy After School Care staff in writing if someone other than the parent will be picking up the student. (All individuals will be required to show a picture ID at pick up.) No child will be released without prior written approval.

● **Students that are picked up after 6:00 PM will be charged a minimum of \$5.00 and an additional \$1.00 per minute thereafter. These charges must be paid in cash to the aftercare staff when the student is picked up .**

● **Traffic, bad weather or other unforeseen circumstances does not waive of the late charge fees**

.By signing below, I acknowledge that I have read, understand, and agree to the terms and conditions as set forth by the Franklin Academy Aftercare Program.

Print Name (parent one) _____ (parent two) _____

Signature _____
Signature _____

Date _____

The Franklin Academy After School Care Program

Waiver & Release Agreement:

I, the undersigned hereby acknowledge that I am aware of the nature of this activity. My child is voluntarily participating in the Franklin Academy After School Program and any activities offered. I will provide any transportation to and from The Franklin Academy and assume all risk of injury that might result to my child. I hereby consent to hold The Franklin Academy After School Care Program and all of its staff members or agents free from any and all liability, claims, and other actions whatsoever arising from this activity in The Franklin Academy After School Care Program. I further agree to release The Franklin Academy After School Care Program and all of its staff, members, or agents, from any and all liability for any loss or theft of personal property. I also agree to waive all rights of subrogation.

In the event any injury, illness or other condition, which would require immediate medical assistance, I hereby consent to allow The Franklin Academy After School Care Program and all of its staff, members or agents to take such actions as necessary to contact and provide emergency and medical assistance. I hereby consent to assume all financial responsibility for such medical assistance.

I have carefully read this waiver and release agreement and fully understand it is a release of any and all liability, claims, and other actions whatsoever. I also understand that failure to sign this waiver and release agreement will prevent my child from participating in this activity and my payment will not be refunded.

Print Student's Name: _____ Age: _____ Grade: _____

Print Parent Name: (Mother) _____

(Father) _____

Parent Signature: (Mother) _____ Date: _____

Parent Signature: (Father) _____ Date: _____