



## EARLY MORNING AND AFTER-SCHOOL SUPERVISION

Students may enter the building beginning at 8:00 a.m. provided at least one faculty member on Arrival Duty is present in the lobby. ELC - PK students arriving by bus are escorted to the library and follow the procedures for Early Arrival. All other students remain in the lobby until 8:15 a.m. Students in ELC-PK must be accompanied by and remain with their parent/guardian during this time. Students in K - 8 are supervised by the faculty member(s) on duty. At 8:15 a.m. all students proceed to their homerooms, as noted above for On-Time Arrival.

Students who are registered for Before School Supervision or for the school bus are admitted into the building by school staff as they arrive. They proceed to the library where a faculty member supervises them. At 8:00am, K - 8 students adjourn to the lobby and follow procedures for 8:00 -8:15 a.m. arrival. ELC - PK students remain in the library until 8:15 a.m., at which time a faculty member escorts them to their homerooms. Students who consistently do not abide by the General Rules and Code of Behavior as mentioned in the Student Handbook may be barred from Before School Supervision.

Nursery, PK, and K students who are not picked up by 3:35 p.m. and students in grades 1-8 who are not picked up by 3:45 p.m. automatically go to After School Supervision. Students participating in After School Programs who are not picked up by 4:30 p.m. will also go to After School Supervision. Hourly charges will be applied beginning at 3:45 p.m.

Any student who consistently does not abide by these rules may be barred from After School Supervision.

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### **Before School Supervision Registration Form**

Days Arriving Early: Monday  Tuesday  Wednesday  Thursday  Friday

Reason for Arriving Early: \_\_\_\_\_

I understand that any student who consistently does not abide by the General Rules and Code of Behavior as mentioned in the Student Handbook may be barred from Before School Supervision.

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_