

Enrollment Agreement: After School Program

When enrolling your child at The Scholars Corner After School Center please note if you choose 80 37 Broadway location your child will not be able to switch to 85 45 Britton location unless completely re-enrolled, re enrollment fee \$35 AND OTHER WAY AROUND.

Pick-up and Drop-off:

1. Pick-ups are done by walking from P.S. 7 and P.S. 89 to our center and included with all enrollments during regular dismissal times.
2. **To avoid miscommunications and delays with pick-up, it is your responsibility to always notify us if your child will be *absent or picked up early from school*. You may call to leave a message or email us at thescholarscorner@gmail.com**
3. **There is no early-dismissal pick-up.** On such days parent or authorized adult will have to drop-off child at our center at 2:00pm.
4. **Our program ends promptly at 2:00pm and 6:00pm, parent or authorized adult need to arrive on time for pick-up. Early pick-ups are strongly discouraged since it interrupts the class, doesn't allow student to complete homework.**
5. **Parent or responsible adult needs to be on the TSC premises for student release. *We do not walk students outside.***

LATE PICK-UP POLICY:

Late pick-up fee of \$5 will occur for every 10 minutes late after 2:00PM or 6:00PM by the official school clock. Late fees must be paid no later then the following day. At 2:00PM or 6:00 PM, the Site Director will first call both parents/guardians listed. Refusal to pay the late fee will result in termination of the services.

Misbehavior:

I understand and agree that my child will receive detention or expulsion due to medical conditions beyond the expertise of the program, 1. discipline problems; 2. cursing, fighting, 3. inappropriate behavior, 4. punching, hitting, slapping or any other inappropriate physical or verbal action at or towards The Scholars Corner and its property. Any property damage to the school and school equipment will not be tolerated. I understand that my child has the duty to:

- Participate in group activities provided, Respect leaders, peers and facility, Remain in designated areas.

Children may be suspended and/or withdrawn from program for the following reasons or at Director's discretion:

- Non-payment of tuition
- Failure to follow all policies by either child and/or authorized adult.

Lunch & Snack: Due to COVID-19 regulations we will not be able to provide any types of food or snack for your child, therefore we **strongly encourage to send your child with lunch and snack, you may also drop off food anytime during the day for your child.** Please notify us if your child has any allergies.

The Scholars Corner, LLC Property:

I understand that my child is responsible for returning any textbooks, dictionaries, calculators, laptops, board games and any other property of our center that has been borrowed. If any of the aforementioned items are not returned in the conditions they were checked out, a charge will incur for damaged or lost items at the discretion of the director. I also understand that if any defacement of The Scholars Corner, LLC property results, I hereby attest that I will be responsible for all costs related to fixing the resulting damage.

Videotaping and Photographs:

I consent for my child to be videotaped, filmed or photographed during classroom activities exclusively for promotional purposes of our website and advertisement materials.

Emergency Consent:

I acknowledge that it is the policy of The Scholars Corner to notify a parent when a child is ill or in need of medical attention. I agree to pick up my child when ill within 30 minutes after the program has made contact.

We will keep parents informed of any instances of communicable diseases.

The Scholars Corner, LLC staff, will not dispense medication. Please contact Director for any emergency medications needed.

Parental consent is given to The Scholars Corner, LLC staff to administer minor First-Aid procedures in the child's best interest.

The Scholars Corner, LLC will provide no transportation for your child. Any emergency transport will be provided by ambulance. In the event of a severe injury or life-threatening situation, I understand the after-school personnel have my permission to obtain emergency medical care for my child.

I understand that any medical charges incurred will be my sole responsibility.

TSC POLICY requires all Kindergarten and 1st grade children to bring an extra pair of clothes with them on the first day of the program to leave at TSC, for emergencies.

It is the parent's responsibility to keep us informed of any changes in contacts, numbers, health issues etc. The Scholars Corner, LLC will complete and file accident reports and discipline incident reports. Parents will be required to sign the forms.

If school closes due to inclement weather or state emergency or such The Scholars Corner, LLC will also close.

Your child is not allowed to leave the building without being escorted by a parent, authorized adult or staff member. If half an hour after time of dismissal has passed you and the authorized adults cannot be reached, the police department will be contacted to take custody of the child.

COVID-19 UPDATES: Students must wear masks, keep their hands to themselves, keep distance, wash their hands, have their temperature checked, if temperature is recorded 100.4F or higher child must be picked up immediately. Refusal of any other Scholars Corner policies by student or parent/guardian will result in automatic dismissal from the program, no REFUND will be given for days remaining. If your child shows ANY signs of sickness, flu, virus etc., KEEP your child at home to monitor. There will be no REFUND for sick or missed days.

If your child has traveled outside the New York State in the past 14 days, we will request a negative COVID-19 test result before returning to our center.

If we find out that one of the students or teachers at our center have been tested positive for COVID-19 we will automatically close the school to quarantine for 14 days. Please be understanding about school closures since it might affect your daily schedule and routine.

I acknowledge that I have read and understood the above terms as binding on both parties.

Parent/Guardian's FULL NAME: _____ Signature: _____

The Scholars Corner Staff Signature: _____ Date: _____