

WCCUSD EXPANDED LEARNING PROGRAMS 2015-2016

Korematsu Middle School

RELEASE OF LIABILITY

I/we understand the West Contra Costa Unified School District assume no responsibility or liability for injuries/illnesses of my/our child. I/we further understand that I/we hold the West Contra Costa Unified School District, their officers, agents, employees, and volunteers harmless from any and all liability or claims which may arise out of my/our child's participation in the Expanded Learning Program.

I/we understand that West Contra Costa Unified School District "does not" pay for accident injuries to students, however, West Contra Costa Unified School District does offer student accident insurance for voluntary purchase. No-cost local, state or federally sponsored health insurance is also available for eligible families. I/we must call 1(800)880-5305 for more information on eligibility.

X _____ / _____
Signature of Parents or Guardian Date

PERMISSION TO EVALUATE PROGRAMS AND TRACK STUDENT PROGRESS

I/we give permission for the Expanded Learning Program Staff to review my/our child's school data (test scores, report cards and other measures), for the purpose of assessing the academic effectiveness of the Expanded Learning Program. I/we also give permission for Expanded Learning Program staff to monitor progress and to give my/our child evaluation surveys to determine if services are helpful for my/our child.

X _____ / _____
Signature of Parents or Guardian Date

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MEDIA RELEASE FORM

GENERAL RELEASE

For Community Access Cablevision, Photographs, Videotaping, Interview Comments,
and Posting on the Internet

TO: Parents and Guardians

FROM: Expanded Learning Program

Occasionally, the School District and organizations/associations connected with the district would like to use the name, photograph(s), video recording, and/or interview comments of students for educational and promotional purposes, including district-generated news articles and brochures. On occasion, the school also receives requests from the news media to photograph, film, or interview students while covering school events and activities. Such images and comments are used for news purposes only and not for commercial purposes.

As part of each school's parent/community information program, your school, the district may also wish to place students' pictures, schoolwork, and/or names on the district or school's website. Legitimate news media personnel or School District personnel do all photography, video recording, student comments, and posting on the Internet. In order to use such material, parental consent is necessary for any student under eighteen (18) years of age.

2012-13 SCHOOL YEAR

Please fill out this form and return to your school.

Please indicate below if you give permission for your child's name, image, or comments to be used:

For School District publications and educational organizations connected to the district YES NO

By the news media, including newspapers, radio and television YES NO

On the district/company and/or school website YES NO

I understand that the school and the district have no control over further distribution of a photo or image once it appears in a school or district publication or web site. By signing below, I hereby release the West Contra Costa Unified School District from any damages or injuries claimed by the student or parent related to production or distribution of the photo or image.

Student Name: _____

School: _____ Grade: _____

Parent/Guardian Signature: _____ Date: _____

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STUDENT RELEASE & PICK UP POLICY (Elementary & Middle Schools Only)

As parents/guardian, I/we understand that the Expanded Learning Program will begin immediately after school is out and will end at 6 p.m. In order to be released to go home from the program, students MUST be signed out by one of the above-named parents/guardians, emergency contact, or by one of the individuals listed below.

I/we give my/our child, _____, permission to walk home or use public transportation unsupervised to return home.

---OR---

I/we will pick up my/our child, _____, from the program.

I/we give permission to the following individuals to pick up my child:.

Name	Relationship	Phone Number
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Name	Relationship	Phone Number
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Name	Relationship	Phone Number
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X _____ / _____
Signature of Parents or Guardian Date

*REMEMBER: Please pick up your child on time. The Expanded Learning Program at each site starts at school dismissal and continues until 6:00 p.m. Any time after 6:00 p.m. will be considered late. Each late pick up will be documented and after 3 late pickups, your child may be dismissed from the program. If your child is not picked up on time the Expanded Learning Program Staff will have no choice but to contact law enforcement or other authorities to pick him/her up.

**Individual's must bring valid photo identification with them when signing out students. No one under the age of 18 may sign a student out.

WAIVER OF PICK-UP (Optional)

If I/we arrive later than the dismissal time or if I am unable to pick up my/our child after the Expanded Learning Program, my child has permission to follow the procedure marked below:

I/we give my/our child, _____, permission to walk home or use public transportation unsupervised to return home.

As parents/guardian, I/we understand that I/we hold West Contra Costa Unified School District, and their officers, agents, and employees harmless from any and all liability or claims which may arise out of or in connection with the Expanded Learning Program pick up policy.

X _____ / _____
Signature of Parents or Guardian Date

WCCUSD EXPANDED LEARNING PROGRAMS 2015-2016

Korematsu Middle School

EARLY RELEASE POLICY (Elementary & Middle Schools Only)

The ASES Grant requires that programs remain open until 6 pm and for at least 15 hours per week. Children may, however, leave the program early under certain conditions. See below for the legislation and examples of acceptable early release circumstances.

Legislation

California Ed Code 8483. (a) (1) Every after school component of a program established pursuant to this article shall commence immediately upon the conclusion of the regular school day, and operate a minimum of 15 hours per week, and at least until 6 p.m. on every regular school day. Every after school component of the program shall establish a policy regarding reasonable early daily release of pupils from the program. For those programs or school sites operating in a community where the early release policy does not meet the unique needs of that community or school, or both, documented evidence may be submitted to the department for an exception and requires approval of an alternative plan. (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.

Parents who enroll their children in the Expanded Learning Program based on the commitment to stay for the duration of the program day, may request an occasional /seasonal exception to the established attendance requirement. A child may be released early from the Expanded Learning Program prior to 6:00 p.m. for the following reasons:

1. Attending a parallel program (other programs at school or community centers such as sports/cheerleading, dance, scouts, etc.)
2. Family Emergencies.
3. Medical/Dental Appointments.
4. Child accidents/illness that occur during the program time (program staff will call parent or guardian).
5. Seasonal Concerns (students that walk home).
6. Safety
7. Other (specify) _____

When a child is released early from the program, the parent will record the date and time of departure of the child and the reason. Parents/guardians or program staff (where applicable) will sign child out.

If a student will be leaving program early for an extended period of time, this must be submitted in writing using the Early Release Request Form. When the parent fills out the Early Release form, the duration of the early release (dates it will be in effect), as well as the days affected and what time the child will be leaving all need to be indicated.

[Example: Baseball practice/April 3-June 8/Tues and Thursday/4:15.]

The Early Release Request Form is available from the Expanded Learning Program Site Supervisor.

Please sign below as acknowledgement that you have received this policy and have read and understand it.

X _____ / _____
Signature of Parents or Guardian Date

Korematsu Expanded Learning Program (ASP)

Frequently asked questions?

- 1.) What time is student dismissal? We start right at school day dismissal @ 1:45/2:25 through 6pm (Monday - Friday).
- 2.) Where is student dismissal? 7th Grade Rm#44 and 8th Grade Rm#35
(7/8th Mixed classes...please see "Pick Up Location List")
- 3.) How will my student know where to go when the school day ends? The Teachers will have a class list!
- 4.) How will I be notified if space becomes available? It will be posted on the ELP/ASP Bulletin & if you are on the waitlist, you will get a call.
- 5.) How many students are on the waiting list? I will enroll 112 kids only & the waitlist is currently changing daily (#TBD)...please see Ms. Kim!
- 6.) Where do I turn in my application for the program? You can turn in your application to the Front Office or directly to Room #44 (ELP/ASP Office)
- 7.) What are the ELP/ASP Office Hours? The Site Coordinator, Ms. Kim will be on site M-F from 10:00am until 6:30pm in Room#44 (unless otherwise noted for an off-site training etc...)

Thank you & have a fantabular day!

Site Coordinator, Ms. Kim @ (510) 302-8914

Email : KLewis@bacr.org

* Please send me an email if you are facilitating an After School Program Activity? Thank you!

Expanding Learning Program
Student Survey

Site Coordinator
(510) 302-8914
ASP orient.
8/18/15 @ 1pm

Parents/Guardians:

Along with your child, please circle 1-2 enrichment activities you would like your child to be involved in for the 2015-16 School Year.

<u>Sports:</u> Basketball Baseball Soccer Tennis Volleyball	<u>Performing and Visual Arts:</u> Drama Digital Photography Media (Computer Programming) Music Connections Poetry Arts and Crafts (figure painting, hands on etc.)
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Other(explain): _____

Please leave this survey attached to the application. Thank you!

**Ampliación del Programa de Aprendizaje
Encuesta para el Estudiante**

Padres/Tutores:

Junto con su hijo, por favor circule 1-2 actividades de enriquecimiento que le gustaría a su hijo/a participar en el Año Escolar 2015-16

<u>Deportes:</u> Baloncesto Béisbol Fútbol Tennis Voleibol	<u>Escénicas y Artes Visuales:</u> Drama Fotografía Digital Media (Programación de Computación) Música Poesía Arte (pintura de figuras, etc)
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Otro(esplique): _____

Por favor de dejar esta encuesta adjunta a la solicitud. ¡Gracias!