

S.A.F.E IMPORTANT CHANGES

Dear Parents/Guardians,

Hopefully, this letter finds everyone doing well and enjoying the spring weather. Grenada Elementary School SAFE program will be initiating several changes to the program starting with the 2019/20 school year. We want to inform all families as soon as possible in order to allow time for families to make arrangements.

1. Limiting the number of seats available.

GES has tried to accomodate all families when it comes to enrolling in SAFE. We receive funding for 70 seats. Starting this school year, we will have a limit on the number of spaces available. There will be 100 seats available. Enrollment will be based on the submission date of completed SAFE enrollment forms. Incomplete forms will be returned to the parent guardian.

2. Kinder-fun only for Kindergarten & TK


TK and Kindergarten are out at 2:00PM. All Kindergarten and Transitional Kindergarten students are eligible to enroll in Kinder-fun **only**. They may stay until school is out at 2:50 and get picked up or ride the FIRST BUS. All TK and Kindergarten students **must be picked up by 2:50**.

3. Enrollment packets due by 12:00 noon 8/23/19

ALL students must complete all forms by 8/23/19. Any student who has not turned in the completed enrollment package will lose their spot in the program. Students may not attend after that date until they have completed enrollment packages. If there is a waiting list that spot will be given to the next student on the waiting list.
Sincerely,



Katie Alford, S.A.F.E. Coordinator



GingerLee Charles, Superintendent/Principal

Siskiyou County Office of Education – SAFE After-School Program
 Siskiyou Afterschool For Everyone
2019-2020 Student Registration Form

School: _____ District: _____

Student's Legal First Name: _____ Student's Legal Last Name: _____

Name Student Goes By If Different from Legal First Or Last Name: _____

Teacher: _____ Grade as of August 2019: _____ Birth Date: _____

Student's Home Address: _____
Street address or P.O.Box # City Zip Code

Student is homeless Yes No Student is in foster care Yes No

Mother/Guardian's First Name: _____ Father/Guardian's First Name: _____

Mother/Guardian's Last Name: _____ Father/Guardian's Last Name: _____

Home Phone Number: _____ Home Phone Number: _____

Cell Phone Number: _____ Cell Phone Number: _____

Work Phone Number: _____ Work Phone Number: _____

Place of Employment: _____ Place of Employment: _____

Parent(s) Email Address: _____

My child will depart from the program by:

- Unsupervised Walk (if school district policy allows.) My child has my permission to sign (him/her) self out each day at _____ p.m. School District Bus or Van Parent Pick-Up
- Other (describe) _____

I give permission for my child to be released from the program to:

- The adults listed as **Emergency Contacts** on this registration form.
- NO ONE** except the Parent/Guardians listed on this registration form.

Emergency Numbers and Persons Authorized to Pick Up Student other than parents listed above: (Students will not be allowed to leave with any persons not listed below.) Please complete all information (Photo ID may be required.) In case of an emergency, and when parents/guardians cannot be contacted, the following people will also serve as emergency contacts.

	Full Name (Please Print Clearly)	Phone Number(s)	Relationship to Student
1			
2			
3			
4			

Release for Emergency Medical Care

Does your family carry medical insurance? Yes No

If yes, what is the name of your insurance carrier? _____ Policy # _____

Name of Family Physician _____ Phone Number _____

Student's medical conditions _____

Medications _____

List child's allergies (food, insects, pollen, etc.) _____

Does your child carry an epi-pen? Yes No

Signature of parent or guardian: _____ **Date:** _____

It is helpful to know what mode of transportation students take to get home. If there is a change in normal routine, please contact the school office or call/ text the SAFE phone to notify staff.

- My child will ride the 1st bus. (3:00 Reg. day/ 1:30 Min. day)
- My child will ride the 2nd bus. (4:00 Reg. day/ 2:30 Min. day)
- My child will be picked up from school.
- My child will walk home
- Other: _____

Please initial next to each agreement.

Initials: _____ Grenada S.A.F.E Late Pick-up Policy

S.A.F.E. ends promptly at 6:00 PM. Children enrolled and attending the Grenada S.A.F.E. Program must be picked up no later than this time.

- **1st Offense:** Verbal Warning
 - Parent will be reminded of consequence in the event of an additional late pick-up.
- **2nd Offense:** Suspension from S.A.F.E. for 1 day
 - Suspension will take place on the following school day.
 - On suspended day, child must be picked up immediately following school.
- **3rd Offense:** Suspension from S.A.F.E for 1 week
- **4th+ Offense:** Suspension from S.A.F.E. varying from 1 month- remainder of the school year.

Protocol:

- 6:00 PM- Call child's parent/ guardian.
- 6:15 PM- Emergency contacts on child's enrollment packet will be contacted to pick up child.
- 6:30 PM- If the child has still not been picked up AND no contacts have been reached, staff will notify law enforcement that the child has been abandoned. The child will be released into law enforcement's custody.

Some tips:

- Parents are encourage to call of text he S.A.F.E. cell phone if they are worried that they will be cutting it close or running late.
- **S.A.F.E. cell phone number: 530-643-1088. Late pick up consequences still apply.**
- Local contacts are strongly encouraged.
- Students will not be allowed to sign-out of S.A.F.E. and remain on/ or off campus unattended.

Photo Agreement

Initials: _____

I Give permission for my child's picture to be taken and used for S.A.F.E use.

Siskiyou County Office of Education - SAFE After-School Program
Siskiyou Afterschool For Everyone
Student Registration Form pg3

SAFE Behavior Expectations

Upon a violation of any of the below contract requirements a SAFE Contract Agreement Notification of Probation will be sent home reviewing contract violations and consequences.

Behavior Requirement: GES is a safe place for students to learn. We have a Discipline Policy in place that makes sure it remains a safe environment. Our student handbook clearly explains the guidelines for the expectations we have for our students. (Student Handbook pgs)

- **Minor Behavior Violations:** The FIRST Minor Behavior Violation will be given a verbal warning and parents notified. After that, every 3 Minor Violations will constitute One Major Category A Violation and follow the consequences. Parents will be notified of each infraction. Excessive referrals for Minor Behavior Violations during the school year is grounds for dismissal from the SAFE Program.
- Inappropriate Language (not racial slurs or swearing), Physical contact (not fighting), Defiance, Disruption, Property misuse, Electronic Violation, etc.
- **Major Behavior Violation Category A**
 - Abusive Language, Inappropriate but Non-Serious Physical Contact/ Fighting, Overt Defiance, Harassment/Threats, Late/Skipping Safe Class, Inappropriate Display of Affection, Lying/Cheating, Stealing, Electronic Violation, Leaving Campus without Authorization, etc.
- **Major Behavior Violations Category B**
 - Sexual Harassment, Threats towards students or Staff, Racial Slurs, Swearing, Serious Physical Contact/Fighting requiring medical attention, Vandalism, Possession of any Weapon*/Drugs/Alcohol or Replica/Simulation of any Drugs/Weapon*/Alcohol, Bomb Threat*, Arson*, etc.

Consequences for Minor and Major Category A Behavior Violations

- **1st Offense:** Parents Notified Home for the remainder of the same day OR cannot attend the following day if not picked up immediately.
- **2nd Offense:** Parents Notified. Student misses 5 days of SAFE. Student must be picked up by 2:50 pm. Parents MUST meet for a Behavior Intervention Plan.
- **3rd Offense:** Parents Notified. Student misses 30 days of SAFE. Student must be picked up by 2:50 pm.
- **4th Offense:** Parents Notified. Student is not permitted to attend SAFE for the duration of the school year.

Consequences for Major Category B Behavior Violations

- This is grounds for an immediate removal from the SAFE program for the duration of the school year.
- The * asterisked violations are possibly subject to legal consequences, expulsion from school and immediate removal from SAFE.

The following have read and understand the terms and conditions of this Agreement.

PRINT Student's Name: _____

Grade: _____

Student's Signature: _____

Date: _____

Parent/Guardian's Signature: _____

Date: _____

