

Wayman Community Development Corporation (WCDC) is pleased to offer the After-School Learning Program at your child's/children's school site. Thank you for allowing us to administer the program to your child/children.

To better prepare you and your child for the After-School Program, we are providing you with a Parent Handbook to cover the following topics:

- General Information
- Attendance
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- Early Dismissal
- Program Schedules

also be removed from the Program and their name will be placed on the wait list while selecting a new participant.

DISCIPLINARY POLICY & ACTION

The After-School Learning Program participants will abide by Program Policies and Procedures. Youth Participants who are found to be disruptive during the program will be subject to the following disciplinary actions:

1 occurrence: Verbal warning from Staff

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AFTER-SCHOOL PICK UP & SIGN-OUT

If youth are left on site for 30 minutes or more after dismissal at 6:00pm and the Program did not receive any information from the parent and/or guardian, the After-School staff will contact the Department of Children and Families (DCF) and release youth to their custody.

EARLY DISMISSAL POLICY

Your youth **MUST** report to the After School Learning program Monday through Friday to receive the academic learning component of the program. If your youth is being picked up early, it is a distraction to our students and teachers and can result in dismissal from the program.

We understand that emergencies and appointments will arise that may require your child to leave the program early. We ask that every effort is made to inform After School Learning management in advance in these instances. It would be greatly appreciated if management

AFTER SCHOOL LEARNING

