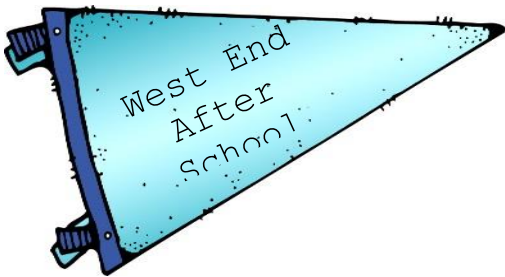


# West End Elementary After School Program



Homework Center  
2:30-4:00

After Care Program  
2:30-5:30

## Contact Information

Casey Giffith , Director  
Hunter McClure, Asst. Principal  
Angie Rodgers, Principal  
West End 864-397-2500  
After School Program Cell  
864-430-5533

The West End After School Program is designed to provide a structured time for students to complete homework and participate in activities that enhance lifelong learning. The West End Elementary After School Program has two components

Homework Center  
Tuition is \$25.00 Weekly

After School Program  
One Child \$50.00 Weekly  
Two Children \$90.00 Weekly  
Three Children \$115.00 Weekly  
Four Children \$135.00 Weekly

- ✚ There is an annual registration fee of \$25 per student.
- ✚ Payments are expected on Monday of each week. Payment for the first week of school should be paid early and there is no reduction of tuition for short weeks. If a child only attends one day a week, the total payment is required.
- ✚ If a child is picked up late, there is \$1.00 per minute per child charge after 5:30 pm. The adult picking up the child will be notified of the number of minutes late and the child's After School Program account will be billed for late pick-up.
- ✚ If your bill isn't paid and you haven't spoken with the Director about late payment, the ASC position can be forfeited.
- ✚ The After School Program will provide a statement of tuition fees for tax records by the last day of June and January 31
- ✚ Pick up is located in the bus loop on the side of the building facing Dollar General.
- ✚ Payments can be paid through *My School Bucks* which can be found on the district webpage.

## Admission

The After School Program is open to WES Students in grades K5-5. West End limits the number of students in the program to maintain an effective student to staff ratio. Admission is first come first serve and a waiting list is formed if the program is full.

## Discipline

Children can only develop socially in a well-disciplined environment. We encourage self-respect and respect for others.

If a poor behavior occurs:

- ✚ After School Program staff members will issue fair and appropriate consequences such as: a period of timeout, working alone, sitting out of an activity, a note to a parent, a parent conference, a phone call to parent, or a referral.
- ✚ Depending on the severity of the behavior, the administrator with input from the director may suspend a student from the After School Program.
- ✚ A child can be dismissed from the After School Program for behavior that places other children or staff members at risk.

## Calendar

After School Program begins the first day of school and operates on all days that school is in session for students. If the district has an Early Release Day or there is inclement weather, there is no After School.

## Safety and Security

- ✚ The car tag system used for car riders will be used for After School Program.
- ✚ In case of emergencies, if someone without a car tag is picking up your child, a note from parents giving permission must accompany the pick-up.
- ✚ On the note, a phone number allowing staff members to reach the parent must be included.
- ✚ The After School Program will call and ask for the child's code word.
- ✚ If a child is left an hour past closing and no one is reached, Easley Police will be contacted.
- ✚ Please be sure to keep your phone numbers and emergency contacts stay up-to-date.