



Extended Care Expectations and Behavior Plan

Dear Parents and Guardians,

Our goal at Hillcrest Christian School is to create a positive and safe experience for all students and families who choose to take advantage of our Extended Care Program. The following Expectations and Behavior Plan were developed to ensure that all students enjoy a safe and fun environment in Extended Care.

Expectations

1. Be respectful - Each student is expected to be respectful and kind to all staff, adult volunteers, high school volunteers, peers and property.
2. Be obedient - Each student is expected to be obedient and follow directions from all staff, adult volunteers and high school volunteers.
3. Be prepared - Each student is expected to bring all homework and resources needed to work on assignments such as handouts, text books, paper, pencils, etc...
4. Enrichment classes - Each student is expected to be respectful and obedient to their instructors in Extended Care enrichment classes.

In the event that your child is having a difficult time meeting the program expectations, the following behavior plan will be implemented to help create a positive environment for your child and other students in the program.

Behavior Plan

1. Warning - if your child is not following the directions of an Extended Care Staff member, a verbal warning will be given to your child indicating they have a choice to follow directions or have a "take five" where they will sit apart from the group for 5 minutes to regroup and regain focus.
2. Take Five - If your child continues to choose not to follow the directions of the Extended Care Staff member, your child will "take five" and be apart from the group to regain focus and try again.

3. Disciplinary Action - if none of the above actions help redirect your child in a positive direction, a disciplinary action will be taken. The Extended Care Director will document the situation and inform parents, the child's teacher and the Principal through RenWeb of the child's behavior.
4. Further Disciplinary Actions - may result in permanent suspension of the child attending the Extended Care program, dependant upon the severity of the event.

Please note that 3 disciplinary actions may result in your child being suspended from Extended Care for two weeks.

Our goal is to provide a Christlike environment that supports all children in our program. Please be assured that every effort will be made by our Extended Care staff to guide and encourage your child to make positive choices. All Extended Care staff members hope to partner with you to create the best possible experience for your child in our Extended Care program. Thank you for your cooperation and support during the 2020-2021 school year.

Blessings,

Lisa Wilcox
Extended Care Director

I, _____ understand and support
(print parent/guardian name)

the above expectations and behavior plan for my child _____
(print child's name).

Parent/Guardian Signature

Date