



# REACH

## Parent Participation Agreement

*Please read the following information carefully. You must sign at the bottom indicating that you understand and agree to all of the following.*

The REACH After School Program is a place for all students to learn, have fun and feel good about themselves. We are committed to helping students achieve academic success, increase their self-confidence and realize their potential!

1. REACH operates every school day from the end of the school day until 6:00 p.m. including modified days. Please note that REACH does remain open until 6:00 p.m. on modified days.
2. Your son/daughter must be picked up promptly at the end of REACH. Students may be picked up any time between 5:30 and 6:00 p.m. Parents may apply for early release for children who have regularly scheduled, standing appointments each week, but permission is granted on a limited case-by-case basis and must be approved *prior to* the child's absence from the program.
3. Regular attendance is important. Students only attend REACH when they attend school. Students are expected to actively participate and stay for the entire program each day. Students who are released early without excused early release authorization will receive an unexcused absence. Students who have three (3) unexcused absences will be removed from the program. Children may have an excused absence for medical appointments or family emergencies. You are required to provide a signed note when your son/daughter is absent from REACH.
4. Safety is a top priority in the REACH Program, therefore children must be signed out of the program by you or another ADULT you have chosen and who is listed on the child's emergency form. All individuals designated on the emergency contact list must be 18 years of age or older. Adults must be prepared to show identification when picking up child/children.
5. Continuous late pick-up may result in your son/daughter being dropped from the REACH Program. Late fees will be charged for children not picked up by 6 p.m. - \$10.00 for every 15 minutes or any portion thereof per child. Late fees must be paid by check, money order or credit card within one week of notification or your child will be dropped. After 7:00 p.m. your child will be considered "abandoned" and will come under the supervision of the Pico Rivera Sheriff's Department.
6. Any unpaid balances with the Department of Parks & Recreation must be paid before registration can be accepted.
7. Participation in the REACH Program is a privilege. Students must follow the rules of the program. Your son/daughter will be required to sign a Personal Responsibility Contract. Disruptive or disrespectful behavior toward other students or REACH staff is reason for suspension or dismissal. Parents will receive a Parent/Guardian Notification if your child is having a behavior problem and we encourage you to discuss concerns about your son/daughter's behavior with the Site Coordinator. If the behavior persists the student will be dropped from the program.
8. REACH has a zero tolerance policy regarding violence towards another program participant or staff. Children will be immediately dropped from the program for violence towards another child or member of the REACH staff.
9. Medication policy: Children on prescribed medication must be able to carry and administer their own medication (dosage).
10. Students that participate in REACH are expected to follow the campus rules during the after school program.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Child(ren) Name(s):** \_\_\_\_\_  
\_\_\_\_\_

**This form is kept on file at your child's school site.**