

AFTERSCHOOL PROGRAM POLICIES

Personal Belongings

We are not responsible for lost or stolen items. Your child is responsible for any items that are brought onto the premises. Please ensure your child understands this rule.

Cell Phones and Other Communication Devices

We ask that students do not use electronic devices, other than assistive devices, or cell phones during the program. We want to limit distractions and support communication and community building during our limited time together. There may be times when we allow these devices, but we will announce those times. If we find any inappropriate messages, pictures, and/or websites, we will inform the student's parent or guardian and take appropriate disciplinary action.

Attendance

We are here to help your child succeed. We are offering specific, well-designed programming to address your child's needs. The program is not a childcare program nor a come-and-go program. Attendance is critical to success. The limited number of spaces both in the program and on any provided transportation will be prioritized for those students who attend all three days each week and who attend regularly throughout the academic year. Parents are expected to notify Mary or Lacey if the child will be absent. If a student is repeatedly absent, we may offer that space to a student on the waiting list.

Behavior

We recognize that students have been sitting in classes all day and often in an environment not ideal for their needs. We do not expect perfect stillness or silence, but we do expect respect, kindness, obedience, courtesy, participation, and cooperation as well as a good attitude. We all have our moments, but we will address inappropriate or disruptive behaviors as needed. We expect parents to be supportive of efforts to address those behaviors when they arise. Students who engage in physical, emotional, or sexual violence, acting out, harassment or bullying may be asked to leave the program immediately. This policy applies to the program, to special activities, and to transportation.

How to Contact Us in Case of an Emergency

- (224) 372-1927, Direct to youth staff during afterschool hours
- (615) 248-8828, Bridges' office 8:30 a.m. to 5:00 p.m.

Emergency Contacts

Staff will not dismiss a child to any person(s) not on your list of trusted emergency contacts unless the parent/guardian contacts the youth center staff in writing. Identification will be required of

anyone unfamiliar to staff. If you are running late, we ask that you contact youth center staff as quickly as possible.

Medical Release

In the event of an emergency, medical treatment may be necessary in your absence. By signing the waiver on pages 6-7, you hereby authorize a representative of Bridges for the Deaf and Hard of Hearing to engage qualified medical personnel to initiate any necessary medical treatment or care. It is understood that you will be notified immediately in the event of an emergency. If we are unable to successfully reach the primary parent/guardian, contacts on the trusted emergency contact list will be called. If medical care is provided by a physician and/or hospital, responsibility of charges will be assumed by the parent/ legal guardian.

Parent Participation

You're busy. We know it and respect it, but we also recognize the absolute necessity of your engagement with your children and this program designed just for them and their specific needs. We will expect all parents to attend at least two of our parent meetings during the year and to attend at least two of our special events/activities. We hope you will choose to attend all—or as many as possible—but two of each is our minimum expectation. We expect that you will assist your child with homework to the best of your ability and that you recognize that, if we want to truly help your child, homework cannot be our first priority during the limited time we have. We also hope that, if you do not sign, you will choose to enroll in the parent-child class we will offer for free.

Pick Ups

Our program closes at 5:30pm. Please pick up your child no later than 5:45pm. If we experience consistent late pick up, we will begin to charge by 15-minute windows.

Weather and Emergency-Related Closings

Parent(s)/guardian(s) are responsible for the following:

1. Provide Bridges for the Deaf and Hard of Hearing's staff with an up-to-date phone number list where an adult may always be reached in the event of an emergency or weather-related closing.
2. Coordinate an alternative plan with your child(ren) in the event that an emergency situation arises so your child(ren) is aware of what to do if sent home on a bus or van.
3. Stay informed of closings by television, internet, and/or radio, and follow Metro Nashville Public Schools closings.