

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 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. We encourage you to allow your child to attend all three days per week. However, we recognize that clubs and sports may conflict at times, and we also support your child's involvement in the community and other school activities. We have the option to attend two to four days per week, so please note that on the registration form and communicate with us in a timely manner if there are any changes. Parents should notify us by email no later than 12pm if your child will be absent on that day.

For transportation, we will prioritize those students who attend most regularly, but we will do our best to accommodate everyone.

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 and 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.

Our Basic Rules:

- Don't touch anyone who doesn't want to be touched.
- Don't touch anyone else's things without permission.
- Stay with us during activities.
- Be respectful, kind, and engaged.

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.

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. Our hope is that parents will attend meetings, special events, and free parent ASL classes as you are able.

Pick Ups

Our program closes at 5:00pm. Please pick up your child no later than 5:15pm. If we experience consistent late pick up, we will begin to charge by 15-minute windows. Please note that otherwise the program is FREE.

Weather and Emergency-Related Closings Parent(s)/guardian(s) are

responsible for the following:

- 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.
- 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.
- Stay informed of closings by television, internet, and/or radio, and follow Metro Nashville Public Schools closings.

COVID-19 GUIDELINES

All our staff is fully vaccinated, and we are following CDC guidelines based on the rate of transmission in Davidson County. We have addressed ventilation in the building to ensure we have the maximum fresh air flow, and we have HEPA filter air purifiers in rooms.

We recognize that masks are a barrier for our community, so we are trying to create a safe environment that allows us to be mask free and/or to use clear masks to allow for full access.

If your child feels bad, symptoms or not, please keep him/her home. We will err on the side of caution always, and we want to create the safest possible environment for all children and staff here. Even a possible exposure disrupts school and work, and for us, that means it disrupts our ability to serve our community. We are also mindful that we do not each person's health status nor health needs or risks of their loved ones at home. We will do whatever is needed to respect each other and to keep each other safe and healthy.

Please sign and date to indicate you will agree to follow these policies as they are outlined.

Parent Name (please print)

Parent Name (signature)

Date