



2012-2013 Homework Club Rules (Please read, sign and return)

These are important rules to be followed to make everyone feel safe and valued, Thank you!

1. **Students:** When you are finished with their Enrichment Classes or the Homework Club you can choose to join in any of our “Drop-In Opportunity Clubs”
2. **Students:** Children with a written Waiver from Parents/Guardians who are playing on the lower-yard must inform Mrs. Ruzanna, Ms. Sophia or Mrs. Sandi, that you are leaving the program.
3. **Students:** When you are finished with your homework and enrichment classes you are *not* allowed to wander and hangout in the hallways (these are our school rules). This can be distracting for teachers and students who are still in their classrooms working.
4. **Students:** When we are calling you for the enrichment classes please find a seat outside on the designated benches and wait for instructions. Otherwise it may take us longer to get you to your classes.
5. **Students:** Hitting, pushing and name-calling is offensive to others, always follow Franklin’s Rules: Be Safe, Be Responsible and Be Respectful. Physical contact is not tolerable at Franklin.
6. **Students:** All Homework will be checked and signed by the Teachers Assistant in your classroom before you leave the classroom.
7. **Students:** All homework will be done in the classroom and not in the crafts and club areas.
8. **For the Parents:** The Homework Club is a place where your children do their homework with adult assistance, guidance and homework corrections according to their classroom teacher guidelines.
 - a. Our Staff is trained to reinforce (not to tutor) the standards set by your child’s teacher.
 - b. The Homework Club for K-2nd grades ends @ 3:30 Monday-Thursday.
 - c. We are offering an extended half hour Homework Club for children in grades 3rd, 4th & 5th, (that are not enrolled in enrichment classes) This will end @ 4:00 Monday-Thursday.
 - d. The Homework Club classroom will not be available for students after their allotted HW timeslot.
 - e. If your child has permission to go to the lower yard during the Homework Club please be aware that we are not responsible for your child’s homework assignments, their behavior and whereabouts in the lower yard.

BECAUSE WE ARE NOT A CHILDCARE PROGRAM:

9. **For the Parents:** Note: That our “Drop-In Opportunity Clubs” are designed to be a free choice program **and please understand** that we cannot enforce mandatory participation in our clubs.
10. **For the Parents:** It is the Parental responsibility to promptly pick-up your child or make sure your child is picked up after their Enrichment class or Homework Club ends.
11. **For the Parents:** If the program is closing and you are not here to pick up your child we will call everyone on your personal contact list but please understand we will have to call the School Police or the Police department if you are late.
12. **For the Parents:** Repeated lateness will mean expulsion from the current semester because this jeopardizes our programs non-childcare issue. However, the Board of Directors will take your application in consideration for the next semester.

Positive Behavior Reinforcements will include

1. Praise
2. The TA’s will give treats at the end of each session. **No treats** will be given to children who have repetitive disciplinary problems (this will be determined by the TA’s in the classroom.).
3. Helping the TA’s in the classroom or assisting Teacher’s in their classrooms (Teacher’s Helpers).

The Consequences will include: (according to the offense)

➤ We give three verbal warnings for minor incidences but we draw a **hard line** with physical offenses.

1. Benching (for minor offenses).
2. Writing an apology letter that will be signed by a parent or guardian.
3. A Grievance letter will be sent home along with a talk with your parents and guardians.
4. A visit with the Principal.
5. Suspension from the Homework Club and Lower yard for one-week. **This means that your child will be excluded from the Homework Club yard and not be allowed in the lower yard.** Children must be picked up by a parent **immediately** after-school or they will be placed in the school’s office.
6. After **three** letters are sent home, a conference with parents, and a visit with the Principal there be an Expulsion from the Program for the rest of the semester. However, your child’s application will be considered in the next semester.

Parents Sign: _____ Children Sign: _____ Date: _____