

# Odem-Edroy ISD

## After School Latchkey Program

**I understand the latchkey program is an after-school program for working parents. The program is designed to be self-supporting with fees paid in advance for each participant.**

**Program Fees:** Registration Fee \$25.00  
Monthly Rate \$120.00 (1<sup>st</sup> Child)  
Monthly Rate \$100.00 (2<sup>nd</sup> Child)  
Fees paid monthly in advance – payment schedule will be issued  
\*Due at registration: \$185.00 (registration fee, monthly rate, & one week in August)

**I also understand that the Latchkey Program is an extension of services offered by OEISD and that school rules apply. In addition, the following are specific rules for this program.**

### Program Rules

1. Respect self and others. Fighting will not be tolerated.
2. Use positive language. Foul language or other inappropriate language will not be tolerated.
3. Follow all staff instructions. Remain in activity area designated by staff at all times.
4. Students must remain with staff members until parent or authorized pick-up person arrives. Any other arrangements for getting students home must be made in advance with the site coordinator. (Students walking or leaving with another parent will need a written note by parent/Guardian.)
5. Students should take pride in themselves and their environment. Strive to keep activity areas clean. Take care of facilities and materials. Students may be charged for damage to building and/or property.

**NOTE: The Latchkey program site coordinator may, at any time, withdraw a student from the program for any of the following reasons:**

1. Failure to meet appropriate behavior standards.
2. Refusal to follow program procedures and rules.
3. Verbal abuse, physical abuse or sexual harassment of student or staff member by student or their parents.
4. Being in the wrong place or unauthorized departure from activity site.
5. Consistently late pick-up. A late fee of \$1.00/minute will be added up to 3 times.
6. Child's needs cannot be met by the program.
7. Failure to provide required records

**Student and parent have read and understand the Latchkey Program rules.**

**STUDENT'S SIGNATURE:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_

**PARENT/GUARDIAN SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_