



Franklin Elementary
21st Century Program Registration Form
Semester 1-- 2022-2023 School Year

Complete one (1) form for EACH STUDENT in order to enroll. Enrollment occurs on a first come, first served basis due to limited space.

**** FIRST DAY OF SEMESTER 1 AFTERSCHOOL PROGRAMS WILL BE Tuesday, September 13th****

****LAST DAY OF SEMESTER 1 AFTERSCHOOL PROGRAMS WILL be Thursday, January 12th****

****A.M. Literacy will run Tuesday, September 13th-May 19th****

TURN IN TO MAIN OFFICE

Participant Information:

Student Name: _____ Grade: _____ Teacher: _____

Parent/Guardian Name: _____

Email: _____ Phone: _____

After programs at 5:15 P.M, my child will:

Go to Kids & Co (Must be enrolled in Kids & Co)

Walk home

Get Picked up by: _____ Phone: _____

*PLEASE ensure you pick your student promptly at 5:15.

Does your child have:

Medical condition? ___ Yes No___ If yes, please explain: _____

Allergies? ___ Yes No ___ If yes, please explain: _____

Accommodations during the school day? ___ Yes No ___ If yes, please explain: _____

PARENT/GUARDIAN PERMISSION: Sign below to give permission for your child listed above to participate in before and/or after school programs at Franklin Elementary. **Also, please review the 21st Century Behavior Policy listed at the end of this packet.**

Parent/Guardian Signature _____ Date: _____

**Franklin Elementary
21st Century Program Registration Form
Semester 1-- 2022-2023 School Year**

Student Name: _____ Grade: _____

BEFORE SCHOOL:

A.M. LITERACY PROGRAM OPTIONS (7:30 - 8:45 A.M. (Tuesday - Friday) 1st-5th Grade
*Check off only if your student will attend in the MORNING- **Must Attend Tuesday through Friday.***
Space is limited.

Monday: NOT AVAILABLE	Tuesday: ___ Attend	Wednesday: ___ Attend	Thursday: ___ Attend	Friday: ___ Attend
---------------------------------	-------------------------------	---------------------------------	--------------------------------	------------------------------

AFTER SCHOOL PROGRAM OPTIONS (3:45 - 5:15 P.M. Tuesday - Thursday)

- Mark your student's first option with a 1. Mark your student's second option with a 2. **Please note, just because you make a selection does not guarantee that your student will be enrolled into that program.**
- Check "NOT ATTENDING" for the day(s) your child will not be attending programs.
- Kids and Company enrolled kids will automatically be enrolled in the clubs they run.

<p>Tuesday:</p> <p>___ Kindness Club (Pk-5) *Must be enrolled in KNC</p> <p>___ Mini Art Variety Club (K-2)</p> <p>___ Arts & Crafts (3-5)</p> <p>___ Life Launch Academy Club (2-5)</p> <p><input type="checkbox"/> NOT ATTENDING</p>	<p>Wednesday:</p> <p>___ Team KC Club (Pk-5) *Must be enrolled in KNC</p> <p>___ Jewelry Club (1-5)</p> <p>___ Diamond Art Club (3-5)</p> <p>___ Gifford Farm Club (K-2)</p> <p>___ ISU Extension 4-H STEAM (3-5)</p> <p><input type="checkbox"/> NOT ATTENDING</p>	<p>Thursday:</p> <p>___ Lego Club (Pk-5) *Must be enrolled in KNC</p> <p>___ Movie Club (2-5)</p> <p>___ Cheer Club (K-2)</p> <p><input type="checkbox"/> NOT ATTENDING</p>
---	--	--

**Life Launch Academy provides lessons and activities on a wide range of topics from being a good friend, social skills and SEL learning.*

Return this form to Franklin Elementary School ASAP.

NOTE: After form is returned, 21st CCLC staff will contact you regarding a start date for your child(ren).

Programs are funded by 21st Century Community Learning Center grants in partnership with Council Bluffs Community School District.

**Franklin Elementary
21st Century Program Registration Form
Semester 1-- 2022-2023 School Year**

FOR YOUR INFORMATION - Please keep these last pages for future reference!

General Information

- ❖ Students will enjoy a healthy snack each day.
- ❖ Programs end at 5:15 pm each day.
 - ❖ Please make sure you are on time for pick up each night and if at all possible avoid picking up early so the students can finish their activities.
- ❖ **There are no before or after school programs if the school is closed (early outs, holidays, snow days, school vacation, etc.).** Some sites may cancel during conferences, this will be communicated at a later date.
 - ❖ **November 23-25- Thanksgiving Vacation**
 - ❖ **December 21-January 2- Winter Vacation**
- ❖ 21st Century programs are free to children in K-5th grade enrolled at the school. PK students are able to participate if they are enrolled in Kids and Company.
- ❖ Enrollment occurs on a first come, first served basis due to limited space. After the form is returned to the school, the parent/guardian will receive an email/call confirming student(s) enrollment from 21st CCLC staff.
- ❖ Cell phone and computer use are strictly prohibited unless the student is instructed to use it for the program. They are to be kept in backpacks at all times.

Attendance Policy

In order to serve families and students who want to participate, if a student is absent three (3) times from an activity for which they registered without any communication from the parent/guardian regarding their absence after school, the student may be removed from their registered program. The parent/guardian will be contacted if this occurs.

Enrollment Policy

Once a student is enrolled in the 21st Century before and/or after school programs, if their parent or guardian decides to unenroll them for any reason the students will not be allowed to re-enroll into the program until the following semester.

**Franklin Elementary
21st Century Program Registration Form
Semester 1-- 2022-2023 School Year**

Behavior Policy

Repeated disrespectful, unsafe or violent behavior (both physical and verbal) will not be tolerated in 21st Century before and after school programs. The "three strikes" procedure will include:

1. Contact parents regarding behavior and note communication/details in PowerSchool log entries as first offense.
2. Contact parents regarding behavior and note communication/details in PowerSchool log entries as a second offense and student will not be allowed to attend for the rest of the week.
3. Contact parents regarding behavior and note communication/details in PowerSchool log entries as third offense and student will not be allowed to attend for the rest of the school year.

Late Pick Up Policy

All Franklin 21st Century programs end at 5:15 pm unless otherwise communicated due to a field trip or special event. However, there is extended care until 6 p.m. for those enrolled in Kids and Company.

If students are not picked up by 5:25 p.m., the following process will occur:

- | | |
|-----------------|---|
| 1st time | Call the parent/guardian and wait for arrival. Explain policy steps. |
| 2nd time | Call the parent/guardian and wait for arrival. Remind them of the policy and inform them after the 3rd late pick up their child will not be able to participate in 21st Century programs. |
| 3rd time | Call the parent/guardian and wait for arrival. Explain their student(s) will no longer be able to participate in the 21st Century programs until further notice. |

If students are not picked up by 5:35, the non-emergency police line will be contacted.

We request the parents and guardians:

- Remain outside the building at pick-up and follow staff directions when picking up your student.
- Refrain from sending toys, soft or plush items or cell phones with children, and label all items that are allowed. **We are not responsible for lost or stolen items.**
- Keep sick children at home, and promptly pick up any sick child being sent home.
- Follow, and when appropriate, respond promptly to 21st CCLC communication via email or on our Facebook page <https://www.facebook.com/cb21stcclcfranklin>.

21st Century Program Staff

Monserrat Avalos-Pantoja, Site Facilitator

Megan Kruse, ProgramCoordinator- mkruse@cbcsd.org

Elana Zalar, Program Director- Ezalar@cbcsd.org



**Franklin Elementary
21st Century Program Registration Form
Semester 1-- 2022-2023 School Year**