



Summer 2022 Program Policies

STUDENT EXPECTATIONS: *Students are expected to follow and cooperate with our Summer Program guidelines in order to remain in the program.*

- **Respect:** Students are expected to be kind and polite to others in word and action at all times. They are also asked to use all school materials and school property with care and respect.
- **Actively Participate:** Students are expected to follow teacher and staff instructions at all times. They will be encouraged to cooperate and actively participate in all activities.
- **Take Responsibility:** Students are expected to take responsibility for their actions. Certain inappropriate conduct and actions may lead to consequences. Parents will be informed of any issues.

COVID HEALTH GUIDELINES AND SAFETY POLICY:

- All students will need to wear a disposable mask daily both inside and outside the classrooms.
- All students will need to test weekly in order to participate in the MTRC Summer Program at SPN. You have the choice to sign up with us and receive free weekly testing at the school site or you can test at home and provide results by the end of school day. If you test at home, you will need to submit an image of the test result with the student's name on it before dropping off the student on Tuesday morning. (Registration information will be sent via email as soon as we receive it.)
- Students will stay at home if they are showing any covid related symptoms: runny nose, cough, headache, fever, diarrhea, vomiting, etc.
- If students show symptoms at school, they will be sent home and are cleared to return with a negative COVID test or doctor note.

DROP OFF AND PICK UP PROCEDURES:

- **Drive Thru Option:** This summer we will have a drive thru routine when dropping off and picking up your children, **with the exception of TK/K students**. Parents will drive through our parking lot and pick up/drop off their child in front of their designated classroom.
- **Walk - Thru Option:** Parents also have the option of parking in the Soccer Field lot and walking through the Front School Office Lobby (Stoneacre) and pick up their child from their classrooms once campus is opened.
- **TK/K Students Only:** Parents must walk their child to the TK and K classrooms. You may park in a designated area for pick up and drop off. TK/K parents will be able to park in designated area and walk their children to their classrooms.
- **Morning Drop Off Time:** Campus Gates open 7:45am-8:00am. / Late arrivals after 8am must enter through the Front School Office Lobby (Stoneacre Ave.).
- **Afternoon Pick Up Time:** Campus Gates open at 12pm - 12:15 pm. Students must be picked up by parent/guardian or authorized persons only on emergency/afternoon pick up list. *(Please note: Please contact the Summer Office 310-638-0342 to notify us if another person not on your list is picking up your child.)*
- **LATE Pick Up Policy:** The regular program ends at 12pm. Students may be picked up between 12 and 12:15pm. Students NOT picked up in time will be sent to daycare where parents must sign them out. There will be a LATE PICK UP CHARGE of \$5 up to 1pm or \$10 ANYTIME AFTER 1PM. LATE PICK UP SHOULD BE PAID AT TIME OF PICK UP.

DAY CARE POLICY:

- Please note day care will be run only if there is a minimal enrollment. If day care is canceled due to lack of enrollment refunds will be given.
- Morning Day Care is available from 7:00-7:45 am at the School Office Lobby. The cost is an additional \$60 for 4 weeks and can be used anytime if registered.
- Afternoon Day Care is available from 12:00-4:00 pm. The cost is an additional \$150 for the entire 4 week program. Students may be picked up anytime and must be signed out by parent/guardian or authorized adult with the Day care Supervisor. Day care includes time for: Lunch/Recess time as well as a variety of activities such art, outdoor play, games, movies, etc.

WALKING HOME POLICY: Students who will walk home after summer program need to have a Walk Home Permission Form filled out and filed with the Summer Office. Students must sign out with Office Staff and exit property at the designated dismissal time (between 12pm - 12:15 pm Mondays - Thursdays or within 15 minutes of dismissal time on Field Trip Fridays).

CELL PHONE POLICY: Students are not allowed to use a cell phone at school. Cell phones must be turned off and inside their backpack at all times. Cell phones will be confiscated and must be picked up at the Summer Office by a parent. The school is not responsible for lost, stolen or damaged devices brought on campus. Please note: In case of an emergency you may call the Summer Office at 310-638-0342.

DRESS POLICY: Students should wear comfortable clothing. Students MUST wear closed toe shoes (No flip flops or sandals allowed).

DRINKING WATER POLICY: Due to COVID Guidelines there are no water fountains available. Students are encouraged to bring reusable water bottles. These may be refilled at no cost. If students do not bring reusable water bottles, water bottles may be purchased for \$1 at Summer Office.



**ST. PHILIP NERI SCHOOL
SUMMER MTRC PROGRAM 2022
PARENT STUDENT AGREEMENT/PERMISSION FORM**

Student Name(Oldest Child): _____ **Grade:** _____

Student Name: _____ **Grade:** _____

Student Name: _____ **Grade:** _____

Student Name: _____ **Grade:** _____

Student Name: _____ **Grade:** _____

Other Permissions:

- I allow my child to watch a PG or G Rated Movies: _____ Yes _____ No
- My child has permission to Walk Home: _____ Yes _____ No
- I allow my child to have their photo taken during program activities/field trips:
____ Yes ____ No
- In case of any field trip activities involving swimming, does your child know how to swim?
____ Yes _____ No

I hereby give my child listed above permission to participate in the Summer School/ MTRC program at SPN. My child and I have read and understand the Summer Program Expectations and Policies. My child may be removed at any time if any serious incidents occur. No refund will be issued if my child is removed from the program or enrollment cancelled by the parent during the program.

Parent Signature. _____ Date. _____

NO REFUNDS-NO EXCEPTIONS- NO SUBSTITUTIONS