



## 2022-2023 LEARN Before/After-school Registration Form - Update

Child's Last Name: \_\_\_\_\_ Child's First Name: \_\_\_\_\_ M.I. \_\_\_\_\_

School: \_\_\_\_\_ Grade 2022-2023 \_\_\_\_\_ Teacher \_\_\_\_\_

Child will Attend:  Before School Only (only at NH Primary, NH Intermediate and St. Therese)  
 After-school Only  
 Both Before & After-school Program

DATE YOU WOULD LIKE YOUR CHILD TO START PROGRAM: \_\_\_\_\_

### Parent Orientation Checklist

- I understand my child is not registered fully until I have submitted all needed paperwork and have paid the registration fee.
- I have completed all of the paperwork needed to register my child, **including** all Plan of Care and medication forms.
- I can consult my Parent Handbook, Homework Policy, and the Site Director or LEARN administration with any questions or concerns about the program.
- I will not send a sick child to the program. Any prescription medication that would need to be given during the program requires written paperwork to be completed.
- I will notify LEARN through the Procure App if my child will not be attending the program on his/her regularly scheduled day.
- I understand that my child must be signed in to the Before School LEARN Program and out of LEARN After-school Program through the Procure App.
- I will notify LEARN of any changes such as: address, phone, custody, pick-up/drop off list or anything else that concerns my child.
- I understand that payments are due Friday for the next week's attendance. LEARN offers a grace period until the end of program on Mondays (or the 1<sup>st</sup> day of the week the child(ren) attends). Payments can be made on-site by paying with cash or check **or** through the Procure App or by phone (call Michele at (260) 749-9516). If payment is received after Monday, a \$10 late fee will be charged to the account. Any online payments received after 6 PM on Monday will also incur a \$10 late fee charge. Late fees will be strictly enforced.

I have read and agree to the policies and procedures listed above:

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



## LEARN PROGRAM HOMEWORK POLICY

The goal of the LEARN Program is to offer diverse, high quality programs that promote leadership and youth development through enrichment activities, unique experiences, and opportunities to develop relationships with adults and peers. It is our philosophy that staff is not to take on the role of “parent” in their involvement with Homework Help. We believe that parents, busy as they may be, have the ultimate responsibility to be actively involved in their child’s education. Extensive research has shown that students achieve more in school when their parents are involved in their education.

Our after-school program will provide time and opportunity for students to work on their homework Monday - Thursday, but youth will not necessarily have completed it before going home. It is up to the initiative of the child to work on their homework. Staff will not “police” youth’s honesty related to whether they have homework or not. In addition, children may choose to work on their homework during choice time activities, but will not be “forced” to complete their homework. Only during the 20-minute snack time, do we ask that your child refrain from working on any homework in order to experience social interaction with their group.

### What LEARN commits to:

- \* Communicate with families and teachers about youth’s homework assignments and progress
- \* Offer guidance when youth are “stuck”
- \* Encourage good work habits
- \* Remove disruptive influences
- \* Help youth stay focused and on task

### What LEARN cannot commit to:

- \* Providing one-on-one tutoring
- \* Ensuring youth *complete* homework daily
- \* Forcing youth to do their work
- \* Grading or correcting homework assignments
- \* Disciplining youth for not completing work to family’s or teacher’s satisfaction
- \* Taking on the role of parent in the youth’s education

### LEARN expectations of youth:

- \* Come prepared with homework and assignments
- \* Be honest about homework assignments
- \* Be considerate by working quietly
- \* Only ask for help after trying to complete work on his/her own

### LEARN expectations of parents/guardians:

- \* Review and discuss homework with your child daily
- \* Check child’s book bag daily
- \* Encourage your child to display considerate, cooperative behavior
- \* Communicate with LEARN about youth’s homework and progress in school
- \* Support LEARN staff and policies

*I have read and understand LEARN’s Homework Policy and have reviewed it with my child(ren).*

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

# ***Building for the Future***

This day care facility participates in the Child and Adult Care Food Program (CACFP), a Federal program that provides healthy meals and snacks to children receiving day care.

Each day more than 2.6 million children participate in CACFP at childcare homes and centers across the country. Providers are reimbursed for serving nutritious meals that meet USDA requirements. The program plays a vital role in improving the quality of day care and making it more affordable for low-income families.

Meals CACFP homes and centers follow meal requirements established by USDA.

BREAKFAST	LUNCH OR SUPPER	SNACKS (two of the five groups)
Milk Fruit or vegetable Grain (may be substituted with a meat or meat alternate up to 3 times per week)	Milk Meat or meat alternate Grain Vegetable Fruit (may be substituted with a 2 <sup>nd</sup> vegetable)	Milk Meat or meat alternate Grain Vegetable Fruit

## Participating

Facilities Many different homes and centers operate CACFP and share the common goal of bringing nutritious meals and snacks to participants. Participating facilities include:

- **Child Care Centers:** Licensed or approved public or private nonprofit child care centers, head Start programs, outside-school-hours programs, and some for-profit centers.
- **Family Child Care Homes:** Licensed or approved private homes.
- **At-Risk After School Meal Programs:** Centers in low-income areas provide free snacks and suppers to school-age children and youth.
- **Emergency Shelters:** Programs providing meals to homeless children.

Eligibility State agencies reimburse facilities that offer non-residential day care to the following children:

- Children age 12 and under,
- Migrant children age 15 and younger, and
- Youth through 18 in after school care programs in needy areas.

## Contact

Information If you have questions about CACFP, please contact one of the following:

Sponsoring Organization/Center

LEARN Resource Center  
610 Professional Park Drive  
New Haven, IN 46774  
(260) 749-9516

CACFP Staff  
School & Community Nutrition  
115 West Washington Street  
South Tower, Suite 600  
Indianapolis, IN 46204  
800-537-1142 or 317-232-0850

Effective 10/1/2017

**This institution is an equal opportunity provider.**