



**Franklin Elementary
21st Century Program Registration Form
Semester 1-- 2021-2022 School Year**

Register for 21st Century programs! **Complete one (1) form for EACH STUDENT** in order to enroll.

Enrollment occurs on a first come, first served basis due to limited space.

After form is returned to the school, the student is then able to participate.

**** FIRST DAY OF SEMESTER 1 PROGRAMS WILL BE Monday, SEPTEMBER 13th****

****LAST DAY OF SEMESTER 1 PROGRAMS WILL be Friday, January 14th****

Participant Information:

Student Name: _____ Grade: _____ Teacher: _____

Parent/Guardian Name: _____

Email: _____ Phone: _____

After programs at 5:15 pm, my child will:

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

Walk home

Get Picked up by: _____ Phone: _____

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: _____

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Student Name: _____ Grade: _____

**BEFORE SCHOOL:
AM LITERACY PROGRAM OPTIONS (7:30 - 8:45 AM, Monday - Friday)**
Check off which day(s) your student will attend in the MORNING. Space is limited.

Monday: ___ Attend	Tuesday: ___ Attend	Wednesday: ___ Attend	Thursday: ___ Attend	Friday: ___ Attend
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AFTER SCHOOL PROGRAM OPTIONS (3:45 - 5:15 PM Tue - Thu)

- Mark your student's first option with a 1. Mark your student's second option with a 2.
- Check "NOT ATTENDING" for the day(s) your child will not be attending programs.

<p>Tuesday:</p> <p>___ Board Game Club (Pk-5) ___ Jewelry Making (1-5) ___ Future Fitness (K-2) ___ Arts & Crafts (3-5)</p> <p><input type="checkbox"/> NOT ATTENDING</p>	<p>Wednesday:</p> <p>___ Craft Club (Pk-5) ___ Diamond Art Club (3-5) ___ Biztown (4-5) ___ CB Soccer (K-2)</p> <p><input type="checkbox"/> NOT ATTENDING</p>	<p>Thursday:</p> <p>___ Sports Club (Pk-5) ___ Movie Club (2-5) ___ Robotics (4-5) * This is a year-long program. ___ Fitucate Fitness (2-5)</p> <p><input type="checkbox"/> NOT ATTENDING</p>
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**Biztown is presented by Treynor State Bank. Students will learn about money management, running a business and other banking related topics. There will be a field trip to Des Moines, date TBD.*

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.

OFFICE USE ONLY

Date Received: _____ Entered into YS: _____ Notified Parent(s): _____

by Email / Phone

Completed by: _____

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

General Information

- ❖ **LAST DAY OF SEMESTER 1 PROGRAMS - Thursday, January 13th.**
- ❖ **SEMESTER 2 PROGRAMS BEGIN- Tuesday, January 25th.**
- ❖ Students will enjoy a healthy snack each day.
- ❖ Programs end at 5:15 pm each day.
 - Please do not plan to pick up your child before this time in order for them to complete the activity.
- ❖ There are no before or after school programs if the school is closed (holidays, snow days, school vacation, etc.). **We may also cancel clubs due to conferences in October, but this is TBD.**
- ❖ **September 13th- First Day of Semester 1 AM Literacy Programs**
- ❖ **September 14th- First Day of Semester 1 Programs**
- ❖ **November 24th-November 26th- Thanksgiving Break**
- ❖ **December 20th-January 3rd- Winter Break**
- ❖ **January 13th- Last Day of Semester 1 Programs**

- ❖ 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 and/or have a sibling in the program.
- ❖ 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.

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.

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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 pm. If students are not picked up by 6 pm, 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. |

We request the parents and guardians:

- Remain outside the building at pick-up, practice social distancing and follow staff directions when picking up your student.
- Report to 21st CCLC any exposure, or possible exposure to COVID-19 among any member of the family.
- Refrain from sending toys, soft or plush items or cell phones with children, and label all items that are allowed.
- 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.

Check out our Facebook page!

www.facebook.com/CB21stCCLCFranklin

21st Century Program Staff

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