

HELPING HANDS LEARNING CENTER

STATEMENT OF UNDERSTANDING

(Fill out one form per child)

Child Statement of Understanding

1. I must sign-in to the After School Program each day immediately after school dismissal.
2. I will keep my personal belongings in my storage area during the program hours.
3. I will remain seated and quiet during roll call and announcements and speak for myself only.
4. I will follow program rules at all times.
5. I will follow instructions given by the Helping Hands staff.
6. I will tell the staff when I am sick or hurt.
7. I will follow the discipline instructions given by the staff.
8. I will show respect for all other children, staff and parents at all times.
9. I will show respect for all program supplies, equipment and property.
10. I will show respect for personal belongings of other children and staff.
11. I will help in cleaning up after myself in all activities.
12. I will never leave the program site without permission from the staff.

Student Signature: _____ Date: _____

Parent Statement of Understanding

1. I will be charged late pick-up fees, if I fail to pick up my child by 5:30 Pm. Late fees are \$6/child for every 5 min you are late. If I incur fees, I will pay them in a timely manner.
2. Pre-determined action steps will be taken with any behavior issues with my child. Failure to correct specified actions may result in suspension or termination from the program.
3. I will submit a one-week advance notice to Helping Hands of any schedule changes for my child(ren).
4. I have read and understand the policies within the Helping Hands Learning Center Parent Handbook.

I understand that failure to comply with the Parent Understanding and/or the policies found in the Helping Hands Learning Center Parent Handbook, may result in the withdrawal of my child(ren) from the Helping Hands After School Program offered at Auburndale Elementary School.

Parent/Guardian Signature: _____ Date: _____