

TULOSO - MIDWAY TM~PM RULES AND PROCEDURES

PURPOSE:

TMPM is an after school care program for Tuloso-Midway students in grades K through 5. There is an allotted time for students in grades 1-5 to voluntarily work on their school assignments. The food service department will offer a free light snack to all children everyday. TMPM serves as a training station for TM High School VICA and DECA students who are employed as Student Coaches.

REGISTRATION:

TMPM students must register in advance at Primary if enrolled at Primary or Intermediate Office if enrolled at Intermediate. This includes parents who utilize the TMPM Drop-In Program.

SCHEDULE:

TMPM hours are from **3:00 PM to 6:00 PM**.

FEE FOR LATE PICK UP:

Parents must pick up their students by **6:00 PM** or the following fees will be imposed. Fees are due no later than the day after you are late picking up your student(s). Failure to pay late fees will result in suspension from TMPM.

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| 1 st late pick up - \$1.00 per minute | 3 rd late pick up - \$3.00 per minute |
| 2 nd late pick up - \$2.00 per minute | 4 th late pick up - \$4.00 per minute |

TMPM FEES:

TMPM is a self-supported program and no monies are received from the TMISD budgeted accounts. For TMPM to run effectively and efficiently, TMPM fees are due and payable by the **1st of each month**. **No refunds are given for students who are absent for any reason**. TMPM payments by check, money order, debit or credit card (**NO CASH PAYMENTS**) need to be made at the campus where each child is enrolled.

Payments not received by the 10th of each month will be assessed a late fee of \$10.00, no exceptions. **Payments not received for each month will result in student/s being dropped from the program until TMPM payment is paid in full.**

If a child with special needs registers for the program, additional costs may be incurred by the parent in order to provide the services. All children must be able to use the bathroom and be toilet trained before they attend TMPM.

GUIDELINES:

The guidelines listed below are set up to provide a safe and carefree environment for all students attending TMPM. Adult Supervisors and Student Coaches have the right to discipline any student for a violation of the behavior guidelines. Consequences for offenses are as follows:

- | a. Not Following Directions, Foul Language, Temper Tantrums | CONSEQUENCE |
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| <i>1st Offense</i> | Time-Out (5 minutes) |
| <i>2nd Offense</i> | Time-Out (5 minutes & Parent contact) |
| <i>3rd Offense</i> | Time-Out till Parent picks up |
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| b. Defiance of Authority | CONSEQUENCE |
| <i>1st Offense</i> | Time-Out (5 minutes) |
| <i>2nd Offense</i> | Time-Out till Parent picks up |
| <i>3rd Offense</i> | Suspension from TM~PM |
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| c. Fighting, Disrespect for Adult Supervisors & Student Coaches, Inappropriate Behavior & Disrespect toward Other Students | CONSEQUENCE |
| <i>1st Offense</i> | Time-Out (15 minutes & Parent Contact) |
| <i>2nd Offense</i> | Time-Out till Parent picks up |
| <i>3rd Offense</i> | Suspension from TM~PM |
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| d. <i>In the event of initiation and/or participation in a major offense, a student may be suspended from TMPM immediately for an undetermined length of time.</i> | |

SPECIAL INSTRUCTIONS:

TMPM parents having special instructions regarding their child should provide instruction in writing. Please read over carefully and go over student behavior guidelines with your child. After you have read the above rules and procedures, please sign and return bottom portion to the campus where each student is enrolled

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My signature below indicates that I have read and understand the procedures and guidelines of TMPM.

Signature

Date

Please Print:

Parent/Guardian Name: _____

Address: _____

Name of Student (s) _____