

Lodi Unified School District
BRIDGE PROGRAM

Educating Students for Success



**PARENT
HANDBOOK**



Lodi USD Bridge Program

MISSION:

The Lodi Unified After School - Bridge Program will engage students in year-round expanded learning programs to support student achievement and prepare them for college, career and life.

FUNDING:

The Bridge Program is funded by the After School Education & Safety (ASES) Grant and free to all participating students in LUSD. The program is reviewed by the California Department of Education to ensure grant guidelines and criteria are met. Future funding for the Bridge Program is determined in annual reviews targeting Student Attendance, Program Policies, and Fiscal Oversight.



BRIDGE PROGRAM GOALS:

Participating students in the program will experience...

- Respect for Diversity
- Trusting Relationships
- Safe & Supervised Environment
- Common Core Program Design with Expanded Learning Opportunities.
- Project Based Learning Activities in Science, Technology, Engineering & Math (STEM)
- Academic Homework Assistance
- Enrichment and Recreation Opportunities
- Student Centered Activities
- Citizenship and Leadership Building
- Community Service Learning Opportunities
- Career Explorations
- Positive and Fun Learning Environment for all Students



AFTER SCHOOL –BRIDGE PROGRAM

HOURS OF OPERATION

- **Every Regular & Minimum School Day**
- **From School Day Dismissal to 6pm Daily**



BRIDGE STAFFING:

The After School—Bridge Program and Community Partners adhere to high quality staffing standards by ensuring that employees meet the same federal, state, and district minimum requirements to work with students as regular school day instructional aides.



ATTENDANCE POLICY:

- ATTEND EVERY REGULAR & MINIMUM SCHOOL DAY
- Students must attend the Academic hour block to be considered present. If your child is picked up prior to this time—their absence may be considered unexcused and issued an attendance violation.
- Students who attend the regular school day but fail to attend the Bridge Program without cause may be issued an attendance violation
- After (3) attendance violations, students may be removed from the Bridge Program and will need to reapply.

SIGN-OUT POLICY:

- All Bridge Students must be signed out by 6pm daily.
- All individuals (including parents & guardians) approved to sign-out students must be 16 years or older and listed on registration / emergency cards.
- Bridge Staff may request ID to verify names listed in registration / emergency cards—please be prepared to show ID.
- Students walking home may only sign themselves out by submitting a “Walk Home Parent Permission Form”.
- Incomplete /or Failure to sign-out is a violation of the Bridge Attendance Policy and will result in 1—Removal Point.

LATE PICK-UP POLICY:

All students must be picked up by 6:00 PM. Students who remain after 6:00 pm will accrue “Removal Points”. Three “Removal Points” and the student may be removed from the Bridge Program. (points will be accrued for one school year). Law Enforcement may be contacted for late pick-ups occurring after 6:30pm

6:01-6:15 =1 pt. 6:16-6:29 =2 pt. 6:30+ = 3 pt.



EARLY-RELEASE POLICY:

(District Policy 5113)

Students who are picked up prior to 6:00 p.m. must adhere to the Bridge Program “**Early Release Policy**” - reasons for early pick-up are listed below. Parents/Guardians must also indicate the appropriate sign-out code when signing-out their child.

- **Code: T— Transportation**
- **Code: W—Safety for Walkers (*written permission required*)**
- **Code: M—Medical Reason; Health Appointment; Illness; Injury; Etc.**
- **Code: PP—Parallel program (*sports, dancing, counseling etc.*)**
A Parallel Program - Special Activities Form needs to be on file.
- **Code: O—Other**





BRIDGE PROGRAM - DAILY SCHEDULE :

Required Grant Components

ATTENDANCE BLOCK & AFTERSCHOOL MEAL:

- All students are offered at least 1 nutritious meal at the start of the program.

ACADEMIC BLOCK:

- Academic Homework Assistance
- Common Core Program Design with Expanded Learning Opportunities
- Project Based Learning Activities in Science, Technology, Engineering & Math (STEM)

ENRICHMENT BLOCK:

- Guided Lessons
- Student Centered Activities
- Citizenship and Leadership Building
- Community Service Learning Opportunities
- Career Explorations



RECREATION BLOCK:

- Last block of the program allows students to participate in a variety of physical activities in a fun and safe learning environment.



Bridge Program - Student Conduct Policy: (District Policy 5131)

It is the intent of the Lodi Unified School District to provide all students a safe & learning environment in an afterschool setting. Students who engage in violations of the Student Conduct Policy will be subject to the appropriate consequences; which may apply to both regular and after school program participation. LUSD recommends that parents review and recognize the importance of school regulations by discussing them with their children.

Student Incident Reports will be generated to document violations of the Student Conduct Policy. Each violation will be issued a **Removal Point(s)** that will be determined by frequency and level of misbehavior.

Removal Points will be accrued throughout the year for on-going incidents in violation of Bridge Program and Student Conduct Policy.

A total of **Three—Removal Points** issued to one student may result in removal from the Bridge Program





LEVELS OF MISBEHAVIOR

Level 1: A student consequences in this level will generate a student incident report that will result in 1-Removal Point.

- Disobedience
- Disruptive activities
- Disrespect
- Physical contact
- Defiance
- Reckless behavior
- Profanity
- Other school rule violation

Level 2: A student consequences in this level will generate a student incident report that will result in 2-Removal Points.

- Bullying/Threats
- Racism
- Harassment
- Theft
- Vandalism
- Fighting
- Leaving without permission
- Program disruption
- Other school/Ed. code violations included in EC 48900

Level 3: A student consequences in this level will generate a student incident report that will result in 3-Removal Points & Recommendation for Student Removal from the Bridge Program and Regular school suspension.

- Controlled or illegal drugs/substances
- Weapons or dangerous objects
- Violence with injury
- Sexual harassment
- Other Ed. code violations included in EC 48900



BRIDGE PROGRAM REMOVAL

Three - Removal Points from any of the following violations may result in recommendation for student removal from the Bridge Program.

Violation of Student Conduct Policy:

Student Incidents will be documented to report violations of the Student Conduct Policy and issued "Removal Points" as determined by the level of misbehavior. See *Levels of Misbehavior* on pg. 9. for more info.

Level 1 = 1 removal point

Level 2 = 2 removal points

Level 3 = 3 removal points - *Recommendation for Program Removal*

Violation of Bridge Program Attendance Policy:

Failure to comply with the Bridge Program Attendance Policy may jeopardize your child's participation in the afterschool program.

LATE PICK-UP's:

6:01-6:15 = 1 removal point

6:16-6:29 = 2 removal points

* 6:30 & after = 3 removal points

* *Law Enforcement may be contacted for late pick-ups occurring after 6:30pm*

Unexcused Absences:

Each unexcused absence = 1 removal point

Incomplete/ or Failure to sign-out:

One - Removal point will be issued for each time a parent fails to sign their child out from the Bridge Program.



AFTER SCHOOL PROGRAM BRIDGE SITES

Elementary K-6

ADAMS	663-6686	NEEDHAM	663-6859
BECKMAN	663-6953	NICHOLS	663-6337
BORCHARDT	663-6946	OAKWOOD	663-6923
CLAIRMONT	663-6873	PARKLANE	663-6941
CREEKSIDE	663-6938	SUTHERLAND	663-0292
DAVIS	663-6911	VICTOR	810-4133
HERITAGE	663-6945	WAGNER HOLT	663-6844
LAWRENCE	663-6957	WASHINGTON	663-6855
LIVE OAK	663-6914	WESTWOOD	663-5564
MOSHER	663-6895	WOODBIDGE	663-6924

Middle School 7-8

DELTA SIERRA	663-6784
LODI MIDDLE	663-6909
MCAULIFFE	663-6853
MILLSWOOD	663-6954
MORADA	663-6958

Schools K-8

HOUSTON	663-6893
SERNA	625-5832

*FOR GENERAL QUESTIONS CONTACT THE LUSD
AFTER SCHOOL—BRIDGE PROGRAM OFFICE AT
209-331-8903.*

