



Monroe Elementary School

Before Care Program

Thank you for your interest in our program for the 2024–2025 school year.

For more information, contact:

Mrs. [Susie Sheats](#)

[susie.sheats@walton.k12.ga.us](mailto:susie.sheats@walton.k12.ga.us)

770-207-3205

**Program Hours: 6:30am - 8:00am** No one is allowed in the building before 6:30am. No children should be waiting alone for staff to arrive.

**Start Date:** The Program will begin on August 8, 2024. We will follow the regular school calendar throughout the school year.

🍳 Breakfast will be served at 8:00am through the MES Cafeteria.

📋 Students attending the Before School Program **MUST** be signed in daily in the Front Office.

📋 Payment is due at the beginning of each week or daily.

### Price

📋 Daily Rate- \$5.00 Per Child

📋 Weekly rate \$20. 00 Per Child– Weekly rates will not carry over from week to week.

**My Payments Plus:** My Payments Plus is the county's preferred method of payment for activities. All weekly and daily payments may be made online through My Payments Plus. My Payments Plus may be accessed through the Parent Portal on the main website – the same as a lunch account may be accessed and paid in My Payments Plus. Parents will need the student's ID number to set up or access an account. The website for registration and payment online is [www.mypaymentsplus.com](http://www.mypaymentsplus.com). Please make payments at the beginning of each week. Payment is due in advance of services to be received.

## MES Before School Rules and Consequences

### Rules:

1. Stay with your group at all times.
2. Follow directions the first time they are given.
3. Be respectful of adults and your peers.
4. Keep your hands, feet, and objects to yourself.
5. No eating or drinking in the Computer Lab

### Consequences:

1. Verbal warning
2. Time out – Parent contact
3. Office referral

If a student has received 3 referral notices a meeting will be set up with parent/guardian and the director to determine before school eligibility. Students may be dismissed from the program at the director's and/or administrator's discretion.

### Note:

All school policies and procedures will be followed during Before School. Student Behavior will be documented in Agenda book as coded by the school's Discipline Plan.

# Monroe Elementary School 2024-2025 Before School Application

(Please return to school)

Student Name \_\_\_\_\_

Student Homeroom Teacher \_\_\_\_\_

Parent Name \_\_\_\_\_

Date \_\_\_\_\_ Start Date \_\_\_\_\_

Parent Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Emergency Contact:

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Phone \_\_\_\_\_

If your child has any special needs due to allergies, diet, medical, etc. Please list below.

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Students must adhere to the Walton County Public Schools Code of Conduct while attending the Monroe Elementary School Before School Program. I, the parent/guardian of the above named student, will assume liability for accidents and injuries incurred during the Before School Program. In the event of emergency, I authorize the person(s) in charge to seek immediate medical attention for my child. Students who do not follow rules and procedures as directed by program staff will be referred to the Program Director who will in turn report the incident using a Disciplinary Referral Form. Students who acquire three Disciplinary Referral Forms in a school year will be referred to the administration for possible dismissal from the program.

Parent/Guardian

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Primary Email Contact:**

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**\*Please make sure to sign the "Parental Acknowledgment of Rules and Regulations for the MES Before School Program Form". The application and the acknowledgement form are required to be filled out before your child can begin the program.**

Child's Name

Grade

Male

Female