

Dear Parents,

Welcome to Program EAGLE- General Ray Davis Middle School's before school care program. We plan to provide a fun, safe, and academically viable environment for your child during the school year. To ensure a successful year, please read the following guidelines. **After reading, please sign and date below.**

- Every child attending must complete a current registration form and pay a registration fee of \$25.00
- Tuition fees must be paid weekly. Payments are due each Friday for the upcoming week. Payments are considered late by Monday evening. Late payments will be subject to \$10.00 late fee.
- Excessive late payments will result in the removal of the student from the program.
- Weekly tuition is \$40.00 for before-care. The rate will not change due to RCPS holidays or weather cancellations. RCPS employees receive an additional \$10.00 weekly discount.
- There are **no** credits for missed sessions due to student absences.
- Program EAGLE does not offer a drop in policy.
- The preferred payment method is OSP-Online School Payables through our school's website. Payments can also be made with cash, money order, or cashier's check. Payments should be made to GRDMS.
- Before school hours are from 7:15 AM to 8:15 AM.
- We expect students to behave properly, the same way they are expected to behave during the school day. Students can be withdrawn/expelled from the program for the following reasons:
 - Excessive late pick-up
 - Non-payment of tuition
 - Disciplinary actions
- Discipline issues will be documented and may result in removal from the program at the administration's discretion. **Three write ups** will automatically result in removal from the program.
- If RCPS is closed early due to inclement weather, Program EAGLE will be closed as well.
- Program EAGLE is closed on district designated half days and on the last day of school.

We look forward to serving your child through Program EAGLE

Sincerely,
Tanisha Edwards
Program Eagle Director

Please keep this letter for future reference.

PROGRAM EAGLE REGISTRATION FORM

Students Name: _____

Parent/Guardians Signature: _____ Date: _____

Student's Name: _____ D.O.B. _____

HR Teacher: _____ Grade: _____

RCPS Employee: yes _____ no _____

Contact Information:

Parent/Guardian

Parent/Guardian

Name: _____

E-Mail Address: _____

Address: _____

Home Number: _____

Cell Number: _____

Work Number: _____

Student Name _____

Is your child under medical care or taking any medication? Yes _____ No _____

If yes, please explain _____

Anything else you want us to know specifically about your child? _____



General Ray Davis Middle School
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Stockbridge, Georgia 30281-5651
770-388-5675



Kimberly Dyer, Principal

A Rockdale County School

General Ray Davis Middle School Program EAGLE
(Encouraging Academic Growth, Learning, and Enrichment)

Thank you for enrolling your student into Program EAGLE at General Ray Davis Middle School. We look forward to working with you and your student this school year.

Hours of Operation

7:15 – 8:15am Monday through Friday (Drop off at the front door)

Sign In/Sign Out

When your child arrives in the morning, the staff member on duty will sign them in at the front door.

Tuition

There is a \$25.00 registration fee to join the program. Rates are \$40.00 for before care. Payments are due on Friday the week before and considered late if not paid by Monday afternoon, with a late of \$10.00.

Behavior

We expect all children to behave properly. All expectations that apply during the school day also apply to Program EAGLE. Your child can be suspended or withdrawn from the program for the following reasons:

- Excessive late pick-up
- Non-payment of tuition
- Discipline problems

As the parent/guardian, I am aware of all expectations, protocols, and procedures as explained in the Program EAGLE information packet. I am aware that I must pay tuition weekly and on time to avoid any late charges or dismissal from the program.

Parent/Guardian Name Printed _____

Parent/Guardian Signature _____ Date _____