HOPE

Haysville Ongoing Pursuit of Excellence

21st Century Community Learning Center

USD 261

Haysville Recreational Department

Parent/Student Handbook

2012

Project Director: Karon Waters

Site Coordinator: Jeanne Rudd

Prairie Elementary: 554-2350

HOPE

Performance Target

1. 80% of the program enrolled K-5 participants will maintain high academic achievement and/or demonstrate continuous improvement in mathematics and reading, based upon grades and results of Kansas State Assessments
2. 100% of the program enrolled K-5 participants will be offered tutoring support.
3. 60% of participants who are assigned homework will demonstrate increased rates of homework completion among their students who attend the program.
4. A variety of services and educational resources will be offered to the families/guardians of 100% of K-5 program participants.
5. 90% of participants will not be suspended (in or out-of-school) while in the program.
6. 90% of K-5 students enrolled in the program will participate in activities integrating educational activities with: real life problem solving, arts education, career exploration, recreation, cultural opportunities and activities and service learning.
7. 80% of program enrolled K-5 participants will not be found to have engaged in violent acts at school

MISSION STATEMENT

The HOPE program recognizes that each child is an individual;

that all children can learn, are creative, and desire to succeed.

Our commitment is to empower each child to be successful

life-long learners through use of innovative techniques while in

a safe, caring, and nurturing environment.

Registration

All HOPE participants are required to fill out paperwork enrollment forms prior to attending the program. It is imperative that your child's information remain updated in case of illness, accidental injury, or an emergency at school.

Staff

Staff include: Project Director, Site Coordinator, Para Professionals, and Haysville Activity Center staff. When possible, a staff ratio of 1:10 shall be maintained. Site Coordinator will work directly with the Project Director to assure all expectations are met.

Checking Out of the HOPE Program

In order to assure your child's safety, any time a child is picked up from the program a person listed on the enrollment form must sign the child out. If a person not listed on enrollment form will be picking your child up, please contact the Site Coordinator in advance. This includes pick up time at the conclusion of the program.

Pick Up

The HOPE program runs from 3:30 p.m. to 6:00 p.m. If your child will be picked up by personal vehicle, please make arrangements to assure prompt pick up. The staff has worked a long day and have families to get home to.

Transportation

Transportation will be provided for those students needing a ride home from the program. Your child is expected to follow all bus expectations.

Fire Drills/Severe Weather

Students will be taught and practice the procedures for fire drills and tornado drills on a monthly basis. When the National Weather Service issues a Severe Thunderstorm Watch or Tornado Watch, students and staff will remain in the building. In the event of a Severe Thunderstorm or Tornado Warning, all students and staff will take cover in designated safe rooms until the warning is cancelled. Parents are encouraged not to check their child out when the school is under emergency "warning" procedures.

Personal Items

Students are asked to not bring personal items. The program includes rotations and the students will be moving to multiple locations. The school will not be responsible for any personal item the child brings to school.

Technology

Each student will have many opportunities to work with a variety of technology devices. Your child will be expected to use the technology carefully and responsibly. The program has established appropriate sites to interact with. Any student caught searching an inappropriate site will be banned from computer use and will receive paper work for the assignment. The Site Coordinator will contact parents if this takes place.

Student Discipline

The purpose of the program is to provide a positive fun learning environment for children. The HOPE program staff and students will follow PBIS (Positive Behavioral Interventions and Support) strategies and the schools daily PRIDE expectations. (P-Pride, R-Respect, I-Integrity, D-Discipline, E-Excellence) Staff will focus on and model positive behaviors to encourage appropriate behaviors from the students. The staff will be proactive by moving, scanning, and interacting with the students at all times. Should a problem with discipline occur, the following will take place:

- Step 1: Teacher/Student Conference
  Make documentation of incident and conference
  This will be a great opportunity to teach the student new strategies for handling the situation should it occur again in the future.

- Step 2: Site Coordinator/Student Conference
  Make documentation of incident
  Complete a reflection sheet and identify interventions for student.
  The reflection sheet will allow the student to process the incident and create new strategies for handling the situation should it occur again in the future.
- Step 3: Site Coordinator/Student make phone call to parents
  Make documentation of phone call
- Step 4: Referral to Principal or Project Director
  Principal or Project Director contacts parents and holds a conference with the Student and his/her parent or guardian to determine consequences

There will be no tolerance for bullying, physical aggression, and violent acts. These behaviors will be reported immediately to the Site Coordinator. Any of these behaviors will result in the child being sent home and possible suspension. The parents and child will need to meet with the principal and Site Coordinator before returning to the program.

PRIDE

Be ***PREPARED***: learn and have a good attitude.
Looks Like….
Be on time and ready learn
Bring your positive attitude with a smile!

Show ***RESPECT***: to everyone and their property
Looks Like….
Show concern for self, other, and our school.
Treat others as you would like to be treated
Be helpful

Have ***INTEGRITY***: always be honest and show kindness
Looks Like….
Do what is right even when no one is watching
Complete your work
Be honest and trustworthy!

Use ***DISCIPLINE***: follow directions, finish your work, and be responsible for your words and actions.
Looks Like….
Obey rules and be in control
Make responsible choices
Be safe!

Feel ***EXCELLENCE***: always put I n your best effort
Looks Like…..
Go above and beyond!
Do your personal best

Classroom Expectations (Academics and Enrichment)

- Remember PRIDE expectations
- Enter room quietly
- Stay seated
- Be prepared to learn
- Follow directions
- Show respect to others and property
- Use appropriate language
- Use kind words
- Use technology responsibly
- Always do your best
- Be a good friend

Playground Expectations

- Remember PRIDE expectations
- No TAG on equipment or on the ground (unless supervised by an adult)
- Help pick up equipment and put into tub.
- Swing sitting down, front to back and on your own. Stop swing before getting off.
- Climb only on bars made especially for climbing.
- Slide down on bottoms, feet first and one at a time.
- Check temperature of equipment before you use it.
- Play in designated (fenced) areas where you can be seen.
- Make sure all actions are safe for self and classmates.
- Cooperative behavior should be observed.
- Ask permission before going back into the building.
- Take turns on all equipment.
- Keep hands and feet (all body parts) to yourself.
- Use common sense and have fun.
- FREEZE on first whistle. WALK TO LINE on second whistle.
- Dress appropriately for weather conditions.

Recreation Expectations

Haysville Recreational Department (HRD) Program Rules:

- Follow the instructions of the HRD staff the first time given.
- Respect and care for other people and their possessions.
- Respect and care for the supplies, the equipment, and the facility
- Be responsible for your own actions, possessions, and clean up.
- Stay in areas that are supervised by HRD staff.
- Show citizenship by participating in site clean-up activities.
- Be honest and trustworthy in all you do.
- Be fair when playing games and using equipment.
- Fighting will not be permitted
- HAVE FUN!!

Bus Expectations

- Listen and follow driver's directions
- Use respectful words and actions
- Keep hands and feet to self
- Speak in a whisper voice
- Walk in and out of bus
- Sit immediately in assigned seat
- Always stay in your seat
- Treat property with respect