P1450 OUT OF SCHOOL TIME

BOARD POLICY:

Out of School Time program experiences may be provided for children in the Wichita Public Schools under certain specified provisions. These services may include before-school care in the morning, after-school care in the evening, and all-day care on specific, designated days and during the summer.

Administrative Implemental Procedures:

1. One criterion for the location of a program shall be that the building administrator and school patrons believe the activity enhances the school program.

2. Revenues to support such a program may be obtained through a contract with an agency such as Kansas Department for Children and Families and from fees paid by parents of children participating in the program.

3. The fees charged to parents will cover the personnel costs and materials used by the program.

4. Operational supervision will be the responsibility of the building administrator and the Program Specialist with the Out of School Time Program.

5. A certified or classified employee with three years' experience shall serve as director or assistant director of the building site program.

6. Appropriate space shall be designated and Kansas Department of Health and Environment (KDHE) licensed by the building site program.

7. Extended day services must be for a minimum of four hours daily or longer for specific days for summer school. All hours must meet KDHE licensing requirement.

8. The school may contract with an approved outside agency to operate an extended day care program.

9. Application for enrollment is completed at each individual school and is considered on an individual basis. Each school is licensed by KDHE for a specific total number of students depending on the size of each space.

10. All KDHE student requirements must be met before a student can attend the program

Administrative Responsibility: Elementary Education Office
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