



# Liberty Christian School Patriot Club Registration

# 2020 - 2021

Patriot Club is offered for students in Kindergarten (minimum age 5) through 6<sup>th</sup> grade on a first-come, first-served basis. Application submission does not guarantee acceptance. **Hours of operation:** morning, 6:30 a.m. – 7:45a.m / afternoon, 3:00 p.m. - 6:00 p.m.

<b>Please Check one:</b>		<b>(Important: See Next Page for Fees)</b>
_____ Patriot Club Frequent Use Program:	<i>Annual Fee of \$100.00/child is due at the time of registration</i>	
_____ Patriot Club Infrequent Use Program:	<i>No Annual Fee for Infrequent Use Program</i>	
<b>Please indicate:</b>		Special Instructions
Before School Care	Circle Days: M T W Th F	_____
After School Care	Circle Days: M T W Th F	_____

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age: \_\_\_\_

Mother's Name: \_\_\_\_\_ Employer: \_\_\_\_\_

Mother's Cell#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Mother's Work#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Email: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Employer: \_\_\_\_\_

Father's Cell#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Father's Work#: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Email: \_\_\_\_\_

Special concerns (medical or other): \_\_\_\_\_

Regular Medications: \_\_\_\_\_

Allergies: \_\_\_\_\_

**People Authorized to pick up child:**

Name	Relationship	Emergency Contact	Phone
_____	_____	_____	(____) ____ - ____
_____	_____	_____	(____) ____ - ____
_____	_____	_____	(____) ____ - ____
_____	_____	_____	(____) ____ - ____

Funds must be in your Patriot Club Account before your child may be allowed to attend. Once your account reaches below \$20 an email will be sent notifying you of your balance. Monthly statements will be sent on the 1st of following month.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Date Turned in: ____/____/____ Staff Initial _____	Registration Paid: \$ _____ Cash _____ Check # _____
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Any family utilizing the Patriot Club Program **MUST** complete the Patriot Club Registration Form prior to use.

**Grades: Kindergarten (Age 5 or older) THROUGH 6th Grade:**

<b>Patriot Club - Infrequent Use</b>	
No Annual Fee	Rate (per child): \$7.00/hr.
<b>Patriot Club - Frequent Use</b>	
\$100.00 per child annual fee	Rate (per child): \$5.00/hr.

All hourly fees will be billed in fifteen-minute increments.

**Patriot Club is offered on a first-come, first serve basis.**

Unless the \$100.00 annual fee is paid, the **INFREQUENT USE SCHEDULE** will be applied to all students using the program.

A family may switch to the **FREQUENT USE PROGRAM** at anytime. However, any previously paid fees cannot be applied to the \$100.00 Annual Fee for frequent usage.

Patriot Club opens at 6:30am on school days. Students will not be admitted into the EC classroom before 6:30am.

After school, students are checked in to Patriot Club at 3:00 pm. There is a Mandatory 15 minute charge for any student entering Patriot Club after school.

For staffing purposes, parents must let the office (946-0602 or [jmount@libertychristian.net](mailto:jmount@libertychristian.net)) know by 2:00 pm if their student will need to be in Patriot Club that day.

The Patriot Club Program ends at 6:00 pm. A late charge of \$1/minute will be levied for any student not picked up by 6:00 pm. The Patriot Club Program uses the school clock in room 113 for official time. Please check that clock.

If an emergency arises and you are unable to pick up your child by 6:00, please call 509-392-1484, to assure both the staff and your child that you are on the way. This number is for emergencies **ONLY**. State law requires us to notify CPS when children are left in a program without notification from families and when no contacts can be reached to pick up the child.

These guidelines are followed in response to late pick-up:

- 1 Staff notifies the family and/or emergency contacts to ensure that someone is on the way to pick up the child.
- 2 If the family and emergency contacts cannot be reached, the child is taken to the principal's office.
- 3 As required by state law, if parents and emergency contacts are not reached, the school will be required to call the police.



### Drop off/Pick up

The Patriot Club entrance and exit will be located in the back of the school. It is the doors which our elementary students use for recess. There is a security camera and alarm that will alert the staff when you arrive. In the morning, Patriot Club children will be in room 113. In the afternoon, students will be in room 113. When picking up your child from the program **YOU ARE REQUIRED TO SIGN HIM OR HER IN & OUT ON A DAILY SHEET** along with recording the time you enter and leave. No child will be allowed to leave the program with a person who is not listed on his/her emergency contact list. Parent must notify the office of anyone who is not listed who will be picking up your child. Please be prepared to show I.D. upon pick-up.

At 7:45am, students will be walked out front to line up. There will be no staff in the room from 7:45 to 8:00 to answer the door. You will need to drop your student off through the drop off lane and have them line up with their class.

### Drop In Students

If your child is not regularly signed up for a day and you need him to go to Patriot Club, you will need to call or email ([jmount@libertychristian.net](mailto:jmount@libertychristian.net)) the school by 2pm.

### Billing & Payments

**Funds must be in your Patriot Club Account before your child may be allowed to attend. Once your account reaches below \$20 an email will be sent notifying you of your balance. Monthly statements will be sent on the 1st of the following month. Please make sure we have your current email address. Payments can be made at the finance window, put in the drop box by the front window, over the phone, or through Pre-Pay on Family Portal. Patriot Club WORKERS ARE NOT ALLOWED TO ACCEPT PAYMENTS FROM PARENTS.**

### Non-School Days and Early Release Days

Patriot Club is open during school days only, with the exception of teacher in-service days. We will offer Patriot Club on the following **no school days** (9/25, 10/23, 11/4, 11/5, 11/6, 1/15, 1/29, 2/12, 3/19, 4/23, 5/28). If school is closed for a holiday or break (Christmas, spring, etc.), then Patriot Club is closed.

If school is closed due to snow, Patriot Club is also closed.

There will be no morning Patriot Club if the school is on a 2 hour delay.

There will be NO Patriot Club offered on the following early release days: 12/18, 5/7, & 6/16.

### Snacks

Snacks will be provided during the school year to each child enrolled in the Patriot Club program. We will have an afternoon snack. Please send extra snacks with your student if they will need them. Snacks will not be shared student to student because of food allergies.



### Cell Phones/Electronics

Cell Phones and electronics (iPods, iPads, Kindles, etc.) are NOT allowed in Patriot Club. We realize that some teachers permit the use of these devices in their classrooms for educational purposes. They will not be used in Patriot Club. Please help us to enforce this rule.

### Language/Behavior Rules

Due to the wide range of ages in Patriot Club, our behavior guidelines are quite strict. Older students will be expected to set good and pure examples for our younger students. Words and phrases such as, "shut up", "stupid", "dumb", "that sucks", etc. WILL NOT BE TOLERATED IN Patriot Club.

Students will be expected to follow the same rules and guidelines that they follow in the classroom. Liberty expects full cooperation from both student and parent in the discipline process. If at any time the school feels that this cooperation is lacking, the student may be asked to withdraw from Patriot Club. Also, if the student's behavior or attitude indicates a spirit that is out of harmony with the spirit and standards of the school, he/she may be expelled from the program.

### Patriot Club Afternoon Schedule

3:00pm Bathroom Breaks/ Snacks  
3:30pm Recess  
4:00pm Homework/STEM Boxes  
4:30pm Stations  
5:30pm Freeplay/Outside

### Homework Expectations

We have designated homework time every day of the week except for Friday. However, when it comes to homework, we work on the honor system. If your student tells us that he/she does not have homework then we will let them read silently. Typically, K5 - 2nd graders have daily reading homework. We sometimes do not get to your student before he/she is picked up. Although this is rare, we do apologize in advance. If your student reads to us, we will sign their assignment notebook, unless we hear differently from you. Homework time is typically between 4:00 and 4:30. Older students will be in the hallway during this time. It will be a "study hall" setting in which talking will not be permitted.

### Outside Play

Weather permitting, we like to spend as much time outside as possible. Please look to the playground first when you get here to pick up your student.

### Lost and Found

Items left in Patriot Club will remain in the room for 48 hours. After that time, all items will be turned in to the school lost and found located in the elementary hallway by the 5th and 6th grade classrooms.

### Questions and Concerns

Any staffing or general staffing questions and concerns can be made to Jaimee Davis (jdavis@libertychristian.net)

Please contact Carisa VanDerPol (cvanderpol@libertychristian.net) with billing questions.