

WLE 2019-2020

BEFORE/AFTER SCHOOL CARE PROGRAM

Welcome to the 2019-2020 William Lehman Elementary Before/After School Care Program. A variety of academic enhancement and enrichment activities, including homework assistance, indoor/outdoor games, and arts and crafts have been planned during your child's time in our program.

We strongly encourage parents or guardians to use their credit card online to pay for programs as this process will expedite the enrollment process for your child's next service period. Parents also have the option to pay in person for the programs we offer by check, cash, credit card or money order. If paying in person, only check, cash, or money order payments are accepted, and it must be in the exact amount or you will be directed to your parent portal to pay via credit card. Please be aware that our Before/After Care Program is a **pre-paid program**, payment received after the due date must be made in person in the main office between the hours of 8:00 am and 1:00 pm. If payment is not received by the due date, your child will be removed from our program.

The educational purposes of the schools are accomplished best in a climate of student behavior that is socially acceptable and conducive to the learning process. Therefore, student behavior that violates the Code of Student Conduct or infringes upon the rights of other students will not be tolerated. The Miami Dade County Public School Board reaffirms its support of the administrative staff in taking necessary steps to enforce and implement the rules. I consider each parent/guardian a valuable partner of William Lehman Elementary and recognize that you share the same goals as we do, which is to create a safe learning environment. Please note that students may be removed from the program if he/she exhibits a behavior that endangers health, safety, damages school property or causes serious disruption, after the parent is notified. In addition, the student will be asked to leave the program immediately pending on the seriousness of the incident; even if it is a first-time offense.

The William Lehman Elementary Before/After School Care Parent Handbook adheres to the MDCPS Code of Student Conduct which is utilized during the day school program. Please take the time to review both handbooks and discuss the regulation and federal mandates with an emphasis on promoting a safe learning environment with your child. The online version of both handbooks can be located in the following websites:

- William Lehman Elementary ASC Parent Handbooks: <http://williamlehmane elementary.org>.
- Code of Student Conduct: <http://ehandbooks.dadeschools.net/policies/90/index.htm>.

If you do not have digital access, you may request to see a copy in the After School Care Office.

Please sign and return the attached acknowledgment to the After School Care Office within 3 days of enrollment.

Should you have any questions or need further assistance, please feel free to contact: Mrs. Dania Anton at (305)273-2226 ext. 124, between the hours of 1:30pm and 6:00 pm.