

WELCOME



MCI's Project Promise After-School Program

Charles R. Drew K-8 Center

1775 N.W. 60th Street, Miami, FL 33142



MCI's Project Promise Program Guidelines

Drop Off:

Parent **MUST** park their vehicles in a parking space, enter through the main entrance and escort the student to the check in desk/classroom each day. Student may not be dropped off any sooner than 2:00 p.m. for Kindergarten to 1st grade students/3:15 p.m. for grades 2nd thru 5th.

Pick Up:

Pick up will be the same location as drop off, Charles Drew cafeteria. Student must be picked up no later than 6:30 p.m. After care is not available. DCF will be notified after 15 minutes of dismissal if student not picked up.

A **\$10 late pick up fee** will be assessed for late pick up. Anyone authorized to pick up a student, including you, must be listed in the contacts section under the Student Enrollment Form.

NOTE: Student will only be released to those parents whose name is listed on the Student Enrollment Form.

A FEW THINGS:

No open toed shoes will be allowed. No hair beads.

Contact info **MUST** be updated

Code of Conduct:

Student is expected to display appropriate behaviors at all times. To enjoy the maximum enjoyment of Project Promise please review the following guidelines with your student.

Be on time each day. Student is considered late by grades: K-1st: 2:15 pm & 2nd – 5th: 3:20

MCI's Project Promise Guidelines

Have someone sign them in and out each day. Only a parent/guardian or designated person(s) may sign student in & out.

Request permission from our team of professionals before leaving any designated area.

Respect Project Promise professionals, Director, instructor, clinic volunteer, or anyone acting as authority figures.

- ✓ I understand that it is my responsibility to stay involved and informed of all Project Promise activities and field trips.
- ✓ If student is out for more than 5- days without a note from the doctor's office; student will be withdrawn from program.
- ✓ I will be on time.

I have read, understand the above requirements regarding Program Guidelines

Parent/Guardian

Parent/Guardian Printed Name

Date



Excused Absentee Form

Return Date: _____

Child's Name: _____ Date _____

Teacher _____ Class _____

Comment (s):

Date: _____

Parent Signature

Director Signature