

Innovations International Charter School of Nevada

Before and After School Care- Ambassador Helpzone

Introduction

Innovations International Charter School of Nevada is proud to offer a before and after school program that assists children with homework, offers tutorial services as needed, and allows students to participate in league sports as well as enrichment programs. Our programs offer a variety of stimulating activities that are designed to help your child grow academically, socially, emotionally, and physically. We also offer homework assistance and a USDA approved nutritional dinner each night. The program itself will run during the school's academic year at these times:

1600 E. Oakey Campus(Grades K-6)

Before School: 6:45 a.m. – 8:00 a.m.
After School: 4:00 p.m. – 5:45 p.m.

City Impact Campus (Grades 7-12)

Before School: 6:45 a.m. – 8:20 a.m.
After School: 4:20 p.m. – 6:00 p.m.

Program Description

The Ambassador Helpzone is a before and after school program designed for students attending IICSN in grades K-12. The program follows the school's academic calendar and operates only on the days the school is in session. Daily activities consist of homework assistance, tutorials as needed, and enrichment programs including league sports for boys and girls of varying ages. The Kids Café from Three Square will provide a daily dinner for students attending the Helpzone. Students participating in the before and after school programs will be asked to pay a minimal fee weekly in order to care for the expenses of the program and its staff. Students participating in the sports programs will be asked to pay additional fees associated with the purchasing of uniforms. Families having extreme financial hardships will be asked to speak with the school's administrator and/or business director to determine if fees will be reduced and/or forgiven. Please note however, families will be asked to show proof of hardship/need for assistance prior to receiving any assistance from the school.

Fee Payment

In order for the Ambassador Helpzone to run during the school year, it will be necessary to collect minimal fees for those students who are utilizing the program. The following points need to be followed:

- Payment is due **BEFORE** the day of attendance. Therefore, payment must be made the first of the month or the first day of each week in order for your child to participate.
- Any account balance that is left unpaid weekly/monthly will be flagged as delinquent. Your child will be suspended from the program until all balances are paid in full.
- Parents sending students to the program without payment will be notified that their child cannot attend. Failure to pick your child up if he/she is suspended could result in a phone call as the school will not be responsible for the care of your child.
- Payments may be made in the form of cash, money order, credit card, cashier's check, or personal check made out to IICSN.
- Personal checks that have insufficient funds will have a \$25.00 fee added for check processing.

- Payment may only be accepted from the adults listed on the Participant Information Form. We cannot accept payment from any child. The parent or guardian who registers the child is responsible for all fees.
- Payment for students in the sports programs will incur a \$25.00 uniform fee. All students in the sports programs MUST purchase their own uniforms from the school in order to participate in the league events.
- Notification of Helpzone staff of a parent late arrival (after 6:00 p.m.) will result in the parent paying a late pick up fee. This fee is \$1.00/minute per child and will be added to the weekly fees associated with the program. Failure to pay this fee will result in the suspension of your child from the program until the fee has been taken care of.

Program Fees

Before and After School		
Number of Children	Weekly Fee	Monthly Fee With Discount
1	\$20.00	\$70.00
2	\$25.00	\$80.00
3	\$30.00	\$90.00
4 or more	\$35.00	\$ 100.00

- **Please Note Comparisons/Savings**

1 child = 15 hours/week for before and after school care = \$1.00/hour

2 children = 30 hours/week for before and after school care = \$.66/hour

3 children = 45 hours/week for before and after school care = \$.55/hour

4 children = 60 hours/week for before and after school care = \$.50/hour

Sign In and Sign Out Procedures

Children must be signed in and out upon arrival and departure each day. Classroom teachers will escort the children to the Helpzone each day before they exit the school. Responsible staff members will then take attendance and accept responsibility for the children. An adult listed on the form must sign the child out daily in order to ensure the adult taking the child is assigned to do so. Only the person (s) permitted to pick up and sign out eh children are permitted to do so. Please be prepared to show a picture ID when getting a child each night. Older brothers and sisters over the age of 12 years may pick up the children upon producing a photo ID and having written permission from a parent to do so.

Program Disclaimer

The Ambassador Helpzone reserves the right to refuse services for the following reasons:

- Failure of a parent/guardian or child to follow the policies, procedures, and rules
- Parent/guardian or child are physically or verbally abusive to staff
- Failure to pay fees as scheduled
- Failure to provide updated information and records
- Failure to adhere to closing time
- When the school's administrator believes that the continued service is not in the best interest of the child and/or Helpzone program