



#41-4798797
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VNDL Afterschool Program

The Vietnamese Immersion Program - Afterschool Program at Summitt Elementary will service students from Pre-K through 8th grade. Our mission is to provide academic support and a secure environment for students from 3:00 pm - 4:30 pm and from 3:00 pm - 6:00 pm, Monday to Friday. The program will follow Austin ISD's school academic calendar. Each child will be placed in a classroom suitable to his/her level of development. Students will receive academic assistance with homework, projects, and other school-related assignments.

Objectives/Goals

- Empower our students with the skills to become confident, effective, and independent learners
- Provide academic support and homework assistance to each child
- Create a warm and friendly environment where children feel comfortable, safe, and secure
- Promote healthy socialization skills in a group atmosphere
- Establish and maintain a good rapport between parents and staff
- Support families in their efforts to communicate needs from home to school and vice versa

Enrollment

The Vietnamese Immersion Program - Afterschool Program is designed to meet the needs of Summitt students who need extra academic support. Enrollment is based on academic needs and availability. If space is not available, your child will be placed on a waitlist and a parent/guardian will be notified of any openings. To be considered for placement, please fill out the registration forms. We reserve the right to refuse any enrollments and services. You can also complete the registration form digitally by scanning the QR code below:





Student's Name _____ Grade _____

Address: _____

Guardian Information:

	Phone Number	Email
Parent 1 Name:		
Parent 2 Name:		
Add'l Pick up Person Name:		

Emergency Contact:

Name:	
Relationship:	
Phone Number:	

Medical Info:

Known Allergies	
Medical Conditions	

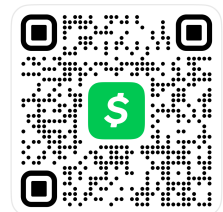
Methods of Payment

Select your student's grade and time needed for afterschool:

	(Pk-5th grade) - 3:00 pm - 4:30 pm: \$175/month (\$1,575 full year)
	(Pk - 5th grade) - 3:00 pm - 6:00 pm: \$225/month (\$2,025 full year)
	(6th- 12th grade) - 4:15 pm - 5:00 pm: \$100/month (\$900 full year)
	(6th- 12th grade) - 4:15 pm - 6:00 pm: \$150/month (\$1,350 full year)



\$VietImmersion



Scan QR code for Online, or Cashapp or check, payable to:
Vietnamese Immersion Program



Please initial after each of the following policies to acknowledge that you have read, understand, and agree to comply with them.

Hours of Care and Tuition

Tuition is due and payable on the first of each month. Any **tuition received after the 5th of the month is subject to a late fee of \$10.00 per day.**

- You must provide 30 days advance written notice to terminate your child from the program. Tuition paid will not be prorated. There will be no refunds.
- You can write a check payable to Vietnamese Immersion Program, Venmo, cashapp or cash
- Any changes to time of pick up must be given to the afterschool coordinators at **least 14 days** in advanced
- **One month of tuition free if payment is made for a full year at the beginning of the school year (by September 30). Total school year is 10 months, if pre-paid, total payment equals 9 months.**

Pick-up Time

Children must be picked up by their parents by the enrolled time. Individuals must have a valid ID for pick up. A late fee will be assessed. **A late fee of \$1.00 per minute after your program end time will be due at the time of pickup.**

I understand the tuition and student pick up policy

Initial:

Student Success & Behavior Policy

When students need additional guidance to meet expectations, we will:

- **1st Reminder:** Provide a safe calm down area so students may self-regulate without distractions
- **2nd Reminder:** Student behavior will be redirected and parents will receive a verbal/written communication with a conference in person regarding the redirection that was needed and the reason for the redirection.
- **3rd Reminder and/or Serious Infractions:** If a student continues to struggle with meeting behavior expectations after multiple reminders, or if a serious incident occurs, the student may receive a short suspension (3–5 days). This time allows the student to reflect and reset before returning to the program ready to participate positively. A parent/guardian will be contacted and asked to pick up the student. Program staff will work with the parents to ensure that the student has a successful return to the program.
- **4th Reminder and/or Serious Infractions:** If a student continues to have significant difficulty meeting program expectations after multiple reminders, their placement in the afterschool program may be discontinued.

Our priority is to maintain a program that is designed to support a positive and safe learning environment for all students. If a student's behavior consistently disrupts the learning environment or causes physical or emotional harm to themselves, other students, or staff, we may determine that the program is not the best setting for their needs at this time.

I understand the Student Success & Behavior Expectations

Initial:

We will make reasonable efforts to assist children in meeting program behavior expectations. However, the program does reserve the right to take actionable steps to maintain a positive learning experience for all students



Medical Treatment, Illness, and Snacks

Medical Treatment

A parent/guardian will be notified immediately if their child is ill/hurt and in need of medical attention. Parents are required to pay all expenses incurred in connection with any emergency medical treatment.

Illness

Any child that exhibits a sign of fever, diarrhea, abdominal pain, or vomiting, must be picked up within 30 minutes of staff notification. He/she should be symptom-free for 24 hours before returning to the program to prevent the spread of illness.

Snacks

Children can bring snacks from home but cannot be shared with peers. Staff must be notified of any food or other allergies your child has, in order to prevent any danger to his/her health.

I understand the medical treatment, illness, and snack policy.

Initial: _____

Policies and Responsibilities Acknowledgement

I, _____, have read and understood the After School Program Policies and Procedures and hereby release the After School Program and its employees, volunteers, and/or representatives from any and all liabilities, claims, and/or cause of actions, individually or collectively, for any damages or injuries which might be received during class activities.

Printed name of parent: _____

Signature of parent: _____ Date: _____