Challenger After-School Program Parent Guide

Challenger After-School Program

It is our pleasure to offer Challenger, an after-school enrichment program for students in Kindergarten through 5th grade. The program is housed at each of the district's elementary schools. The Challenger program operates daily during the school year from 2:30 p.m. - 6:00 p.m. Enrollment for Challenger is on a full-time basis. Enrollment must be 4 weeks or longer due to staffing issues.

Daily Schedule

Each Challenger site's schedule includes a healthy snack, activity time, homework assistance and various activities. Please consult with your Challenger director if a detailed schedule is needed. You may provide your child's snack if you prefer. Your child may enjoy sharing with you in the evening their completed homework for your approval or may ask for additional help to complete a project.

Challenger Hours

Challenger operates from 2:30 p. m. – 6:00 p. m. each day school is in session. Sign-out sheets are located on the counter in the main office. You must come in and sign-out your student daily.

Late Pick Up

The Challenger Program closes at 6:00 PM, according to the designated clock at the program. A parent arriving after 6:00 PM must pay a fine of $1 per minute. This fee will be included with your weekly draft. Please be mindful that our staff has family, work, and educational commitments, too. Your child may be removed from the program due to repeated late pick-up or non-payment of late fee.

Custody of Child

Challenger staff will not allow your child to leave with any person who is not listed on the registration form unless permission from you in writing is provided prior to pick-up. Staff will request picture identification from any unknown person before allowing the child to leave.

Picking Up Your Child

For safety and convenience of all parents and children, the following rules must be observed by all:

- At any time Challenger staff may request picture identification before allowing your child to be dismissed
- Please park your car in the appropriate area
- Please come in to sign your child out each day
- Please keep your child with you at all times when departing; traffic may be hectic

Weekly Draft Process

All Challenger fees will be collected using an Automated Payment Systems Program. Our current program is CHECKredi. ***All parents must speak with the Challenger Director and receive confirmation from the Site Director that a completed registration packet has been received before their child may begin Challenger.*** A completed registration packet includes completed Automated Payment Systems forms; Form D, voided check and Electronic Funds Transfer Authorization along with a completed Student Registration/Information form A-C. Automated Payment Systems is available to all parents without any drafting fees charged to the parent. All fees are subject to change.

Reject or Return Draft Process

The only fees associated with Automated Payment Systems are in the event of a reject due to insufficient funds. CheckRedi may call prior to our receiving notification of insufficient funds returned draft. CheckRedi currently charges a $30 return fee plus a processing fee. These fees are subject to change. You may pay your return before receiving notice from your child's Challenger Site Director, once CheckRedi has notified you. All other account issues do not incur a service charge, but do carry a strike per occurrence in which three are allowed. If an account has more than three returns, the parent will have to secure another after-school program.

A weekly report of all rejected drafts will be provided to all Site Directors. This report is available Tuesday with additional returns included on Wednesday and possibly Thursday. Site Directors will notify parents the day their reject is reported. Rejects must be paid to CheckRedi by 12 noon on Friday for the student to return to the program the following week. All accounts left delinquent will be turned over by CheckRedi to an outside collection agency.

Acceptable forms of banking information are a pre-printed check or a letter from your bank on bank letterhead containing the following: a bank employee signature, the account holders name and address, routing and account number and must state whether this account is checking or savings.

Blank checks, starter checks, deposit slips, copies of a bank statement, credit or debit **cards are not acceptable.** (Not a complete list)

Acceptable draftees are parents, legal guardians, and grandparents.

Family Trust Federal Credit Union has offered to assist any parent in need of establishing a checking or savings account for tuition payment. Family Trust brochures regarding branch locations, account information, and services are available at each Challenger site. Please contact your school's Challenger Site Director for additional information. You may visit www.familytrust.org for additional information.

Tuition Fees for Challenger

Challenger fees are based on your child's lunch status. Food Service will notify you and Challenger of lunch status changes. Once Challenger receives notification of the change, your child's Challenger fee will reflect this change from that point forward. Usually the parents are notified first and to help expedite the lunch status change, please inform the director as soon as you are notified by food services.

$57.00 – Regular Lunch Student
$52.00 – Regular Lunch Student if multiple students are enrolled in Challenger
$39.00 – Reduced Lunch Student
$32.00 – Free Lunch Student

Attendance

Daily attendance figures will be kept and sent to the District Office as requested. Students are expected to attend each day, and fees will be charged for each day regardless of attendance. If your child has an extended illness of one week or more, the acceptance of a medical excuse documented by the medical profession will be at the discretion of the Site Director concerning fees. A one-week written notice must be given when withdrawing a child from Challenger. The Notification of Withdrawal form must be submitted directly to the Site Director one week prior to the last date of attendance to avoid charges to the student's account. You may obtain a Notification of Withdrawal form from your Site Director or online.

Emergencies

Challenger Directors will follow established school emergency procedures as presented in the school's crisis plan. Principals or the Rock Hill School District Office will contact parents by utilizing the Parent Link call system for inclement weather and/or emergency situations. Parents are asked to provide complete contact information on their child's Challenger application. If emergency contact information changes, please provide this information to your Challenger Site Director immediately.

Discipline Procedures

We believe all students are capable of behaving appropriately during Challenger hours. Therefore, to guarantee your child, and all the students who participate in our program, an excellent learning environment, we have put a discipline policy in place. If your child receives two referrals, he or she will be suspended for one full week from the program and you will have to find alternative care. A refund will not be given if child is suspended from Challenger. If your child gets a third referral, he or she will be dismissed from the Challenger program for the remainder of the school year and you will have to find alternative care. If there is a severe infraction your child may be removed from the program immediately. Below is a short list of reasons your child may receive a referral. This may not be a comprehensive list but does cover most reasons for referrals. Examples of severe infractions are noted with a *.

Fighting	Profanity
*** Hitting or Striking**	*** Threatening Others**
*** Endangering Self or Others**	Inappropriate Behavior
Destroying Property	*** Possession of a Weapon**