



Discovery Charter School

Dear Parent & Student,

Welcome to our Discovery Achievement Program (DAP). DAP will be offered 6:30 - 7:45 am and 2:45 - 6:00 pm (M-Th), and 11:30 – 6:00 pm (F). We will also offer camps during Winter-Break, Spring-Break, and Summer-Break. To ensure a successful year, we would like for you to carefully read the following guidelines before signing:

1. Enrollment Policy

- All students attending Discovery Charter School are eligible to attend the Discovery Achievement Program.
- Parents/guardians must fill out an application and sign this parent letter to ensure child is registered for the program.
- If pertinent information concerning a student changes, the parent or legal guardian is responsible for notifying the school in writing of the change.

2. Safety

- All students are expected to maintain integrity by being proactive leaders, respecting one another and school property.
- Only the designated people on the registration form will be allowed to pick-up your child. This policy is for the protection of your child.

3. Attendance

Students are able to attend DAP except for the following reasons:

- Programming is closed due to inclement weather.
- Student was not in attendance during normal school hours.

4. Student Supports and Guided Discipline

- Our program is a support program and your child is expected to meet all behavioral expectations.
- All students will receive an individualized approach to address any behaviors.
- Staff will accommodate students by using the follow strategies to help eliminate the possibility of a behavior issue: positive reinforcement for desired behaviors, redirection, problem solving, cool down breaks, encouragement, and reflection periods.
- Students will comply with the discipline polices laid out in the Parent Handbook for Discovery students.
- Three occurrences of inappropriate behavior will result in a withdrawal of your child from programing.
 - i. First incident of disrespectful, foul language, or otherwise intimidating behavior observed by DAP staff – the student will be given a verbal warning and parent notified.
 - ii. Second incident will involve both a verbal and written notice for corrective action
 - iii. Third incident of the behavior will result in an exclusion from all DAP programs and forfeiture of any paid fees without exception.

5. Students will be withdrawn from DAP for late pick-up after three occurrences (late is considered to be 6:01pm and later).

I understand and agree with the terms listed above and I would like my child

_____ to participate in the Discovery Achievement Program.

Parent/Legal Guardian Signature

Date



Discovery Charter School

Program	Participant's School	Age/Grade	Date of Birth
Participant's Name			Nickname
Home Address			Home Number
Enrolling Parent/Guardian's Name			Mobile Phone
Work Address			Work Number
Parent/Guardian #2		Work Number	Mobile Number
Email Address	Email Address #2		

Emergency Contact (someone other than parent/guardian):

_____ Relationship: _____ Phone: _____
 _____ Relationship: _____ Phone: _____

My child may be picked up by (someone other than parent/ guardian):

_____ Relationship: _____ Phone: _____
 _____ Relationship: _____ Phone: _____

Medication: Yes No (if yes, please fill out an additional "Medication Release" form.)

Allergies or Special Needs: _____

Fees: A fee is required for all participants. Morning Fee \$5 per day, Afterschool \$10 per day, and Friday after 11:45 am \$15 per day. All fees/payments must be made prior to each week of participating in Discovery Achievement Program (DAP). All payments are final. DAP fees may be paid in cash, money order or credit card. Sorry no checks accepted.

Initial

Absenteeism: Credit will not be given if a child is absent from the program.

Sign In/Sign Out: Each child must be signed in and out daily. The only person(s) authorized to pick up participants are those listed on this form. A photo ID may be required to take children from the program.

Initial

Parent Letter: I have received, read, and understand the contents of the parent letter.

Initial

Signature of Parent/Guardian

Date