

HOPE MILLS PARKS & RECREATION

Virtual Learning Care

1. Introduce Staff
2. Rules & Regulations
3. Expected Behavior & Disciplinary Policy
4. Questions, Comments, or Concerns



Lamarco Morrison, Parks & Recreation Director

Ricky Sadler, Assistant Supervisor of Programs & Athletics

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Office number:910-759-4133

The Virtual Learning Care at Hope Mills Parks and Recreation is a program so that children can complete their remote learning school work under the supervision of the HMPR staff. We are here to supervise learning sessions, help with tech support and ensuring your children stay focused on their classes. This is NOT an educational, care we are providing supervision for your child to learn from their home school.

	Time	Cost per week
ALL DAY	8am – 5pm	\$ 60

FEES

Late Pick Up Payments – starting at 5:05pm you will be charged \$10 for every 5 minutes you are late picking up your child.

All payments will be made online through the Civic Rec Program.

GENERAL INFORMATION

Lunch/Snack

- Children will need to bring their own lunch.
- Please provide your child with TWO snacks for each day.

Drop Off

- a. We will have a drop off line similar to that at elementary schools. We will have signs, as well as staff members to assist with this.
- b. Please enter using the driveway between Town Hall and the Police Department.
- c. When exiting you will leave from Park Ave.
- d. Temperatures will be taken before entering the building.

Materials Needed

Electronic device for learning.

All materials provided by the child's school
Paper and Pencil
Headphones

CONTACT INFORMATION

Hope Mills Parks & Recreation Front Desk 910-426-4109

Asst. supervisor of Programs/Athletics: Ricky Sadler 910-759-4133

Email: rsadler@townofhopemills.com

Please contact the front desk and/or the Program Supervisor in the event of:

- You are running late to drop off/pick-up child.
- You unexpectedly need to pick up child early.
- Your child will not be attending that day due to illness.

REFUND POLICY

- No refunds will be provided for a child who does not attend their scheduled session of care once it begins.
- No refunds will be given for a child who is dismissed from care for behavioral reasons or violates the discipline policy.
- Refunds will be considered on a case by case basis from children leaving care for remainder of week under extenuating circumstances.

ILLNESS POLICY

- Please contact by phone or email (listed above) for any absence from care. In an effort to provide a healthy environment for all, please keep your child home if they are any signs of illness.
 - Children may not participate if they exhibit any of the following:
 - Fever (over 100 degrees Fahrenheit)
 - Vomiting or diarrhea with the past 72 hours of start time
 - Any contagious disease
 - Suspicious rashes or lesions with bleeding or oozing
 - Lice or other infestation. A doctor's note verifying no infestation is required to be able to return to camp.

- The following are symptoms of COVID 19
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea

If your child is experiencing any of the above symptoms the North Carolina Department of Health and Human Services recommends the following:

- They should be excluded from the camp until they can answer YES to any of the following questions
 - Has it been at least 10 days since you first had symptoms?
 - Have you been without fever for three days (72 hours) without any medicine for fever?
 - Has it been three days (72 hours) since your symptoms have improved?

CHILD INJURY/ILLNESS

In the event your child is injured (more than a scrape/scratch), or becomes ill while attending care, the Supervisor will contact the emergency phone number which was provided on registration form. The Supervisor will explain the injury/illness, and how it has been treated. At this time, it will be determined if the child will remain at care. If the child is ill, pick up time will be discussed. The Supervisor/Counselor will also fill out an incident/accident form and give one copy to parent as well as discuss the injury/illness of child.

Hope Mills Parks & Recreation Virtual Learning Care Rules

Child's Name: _____

Parents: Please review the rules with your child(s). Once completed, parent must sign and return by the first day of care.

1. Treat others with respect
2. Follow directions from staff at ALL TIMES.
3. NO ADDITIONAL ELECTRONIC DEVICES WHILE ATTENDING CARE OTHER THAN DEVICE BEING USED FOR SCHOOL.
4. NO FIGHTING.
5. Inappropriate language will not be tolerated.
6. Keep your hands to yourself.
7. Remain seated unless otherwise told.
8. Be honest and truthful at all times.
9. No playing in the bathrooms. Use the bathroom, wash your hands, and return to care.
10. Talking back to staff will NOT be tolerated.
11. Child is respectful and attentive, while their teacher is teaching.
12. Discipline Policy/Procedure:
 - a. All children will receive ONE VERBAL WARNING before following steps are taken.
 - b. **LEVEL ONE**
 - i. Acting angry, showing frustration negatively, not listening/cooperating.
 - ii. Meet with counselor and Program Supervisor
 - iii. Parent notification.
 - c. **LEVEL TWO**
 - i. Physical aggression, disrespect, violating rules repeatedly, inappropriate language, dishonest, repeated Level One Behaviors
 - ii. Meeting with counselor, parent, child, and Program Supervisor.
 - iii. Refusal to do complete school work and stay on task.
 - d. **LEVEL THREE**
 - i. Harassing, destroying Town property, stealing, threatening behaviors, violent, Repeated Level Two Behaviors.
 - ii. Immediate Dismissal.
 1. Parent will be notified to pick up child.
 2. Possible Suspension.

I understand the rules and I acknowledge the rules listed above. I will promise to follow all rules for the safety of myself and all others. Yes, I have reviewed the rules with my child(ren)Parent

Signature: _____ Date: _____