

A Parent Guide to Early Drop Off & the DRIP After-School Program at EPCS

Welcome To D.R.I.P. After-School Program Determined - Resilient - Independent - Prodigy

Greetings! Our esteemed after-school program, D.R.I.P., proudly presents diverse extracurricular classes, allowing young students to delve into new hobbies and interests while honing crucial skills like confidence and socialization. Our program operates during full-day sessions, from 3:00 - 5:30, and we cordially invite parents to peruse our Parent Guide for additional insight into our policies and procedures. Should you have queries after reviewing the guide, please do not hesitate to contact us.

D.R.I.P. After-School Schedule

| Action | Time |
|-----------------|-------------|
| Sign In | 3:00 |
| Snack & Prep | 3:00 - 3:30 |
| Class Action I | 3:30 - 4:30 |
| Class Action II | 4:30 - 5:30 |

D.R.I.P.

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Rates, Payment Due Dates

The following are the D.R.I.P. After-School Program rates and fees for the school calendar year of 2023 to 2024. All payments are due one month in advance. The tuition for September is due on August 28, 2023. Payments must be kept current for students to attend the program.

All Payments Must Be Made By Money Order

| Monthly Tuition | 5 Days a week | 4 Days a week | 3 Days a week | 2 Days a week |
|-----------------|---------------|---------------|---------------|---------------|
| | \$300 | \$240 | \$180 | \$120 |

D.R.I.P. Rates

There is a 10% discount for siblings; the discount is applied to each sibling, not the total.

Ex. Sibling 1 \$300.00 for the month Sibling 2 \$270.00 = \$570.00

- Tuition reduction is available for all who qualify. (Approved for the National Lunch Program, Receipt of SNAP Benefits)

Sibling Rates

| Amount of Days Attending | 1st Student | One additional sibling | Second additional sibling |
|--------------------------|-------------|------------------------|---------------------------|
| 5 DAYS | \$300.00 | \$270.00 | \$243.00 |
| 4 DAYS | \$240.00 | \$216.00 | \$194.00 |
| 3 DAYS | \$180.00 | \$162.00 | \$145.00 |
| 2 DAYS | \$120.00 | \$108.00 | \$80.00 |

Please note there are no refunds or adjustments to the D.R.I.P. tuition due to the following:

- Students being absent from school
- There is a school break or holiday
- School is closed due to an emergency

D.R.I.P. Payment Due Dates

| Month of Care | Payment Due |
|---------------|----------------------------|
| September | Monday, August 28, 2023 |
| October | Monday, September 25, 2023 |
| November | Monday, October 23, 2023 |
| December | Monday, November 20, 2023 |
| January | Monday, December 18, 2023 |
| February | Monday, January 22, 2024 |
| March | Monday, February 16, 2024 |
| April | Monday, March 25, 2024 |
| May | Monday, April 22, 2024 |
| June | Monday, May 20, 2024 |

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Policy and Procedures

Arriving at D.R.I.P. -

Students will walk from their homeroom and enter the GYM. EPCS staff and administrators will guide the students to their designated seating.

Students will be guided by hallway monitors (grades 6th - 8th) under loudspeakers and 2-way radio devices.

EPCS staff members will complete attendance upon arrival, and students can have snacks now.

Please remember that EPCS is a **NUT-FREE** school. NUTS of any kind are **NOT** allowed.

Students should have all their belongings as they cannot enter their homeroom class upon leaving at the end of the school day.

Late Pick-Ups:

Ensure your child is collected on time from **D.R.I.P. at 5:30**.

All students must exit the building at this appointed time. More than **three** late pickups after **5:30** could lead to a student's dismissal from DRIP.

This policy is strictly enforced.

D.R.I.P. Closure-

Should a weather emergency be issued due to inclement weather, all DRIP families will be notified by phone via Messenger System should DRIP need an early dismissal or cancel the program for the day.

Bathroom Log -

Each class will have a Bathroom Log. Students are required to enter their name and time on the log when exiting the classroom and upon their return.

Student Dismissal-

All students will be in the gym for the dismissal starting at **5:15**; parents will be met by EPCS Safety Officer they will see that their child meets them at the exit. Students are released to those individuals designated on the release form.

Covid Protocols-

D.R.I.P. will follow all rules and guidelines of Englewood on the Palisades Charter School as set and implemented by the EPCS administration.

Personal Items-

No personal toys, electronic games, or tablets are allowed during DRIP.

Injuries or Illness-

If a student is injured or becomes ill while in DRIP, parents/guardians will be informed. A staff member will have the student go to the administration in charge. Parents will be notified at the pickup time if an injury is not severe.

D.R.I.P. After-School Behavior Plan

D.R.I.P. will continue to implement the expectations of the students as written in the EPCS Student/Parent Handbook. Please refer to pages 15-19.

Bullying-

We will not accept harassment, intimidation, or bullying in the DRIP After-School program. DRIP will continue to follow EPCS' official policy on bullying. DRIP will strictly enforce this policy and follow the same course of action as we do during the school day.

- No Rough play or fighting
- No Profanity
- Students will always display respect for all staff as well as their peers
- Students are to show respect for the facilities property in addition to the property of others

Parents will be notified if a student does not comply with the expectations.

If inappropriate behavior continues, the student shall be removed from D.R.I.P.

D.R.I.P. After-School Program

D.R.I.P. is closed on half days; below is the list of dates D.R.I.P. will NOT be open. Students will dismiss at 12:00 noon.

September 21, 2023

October 6, 19 & 20, 2023

November 22, 2022

December 21, 2022

January 12, 2024

February 16, 2024

March 7,8 & 28, 2024

April 26, 2024

May 24, 2024

A Parent Guide to Early Drop-Off

Welcome Back to School, EPCS Families! We are incredibly excited to announce that during the 2023-2024 school year, we will offer both Early Morning Drop Off.

Early Morning Drop Off

Englewood on the Palisades Charter School Early Morning Drop-Off option will provide supervision before the school day begins. Morning Drop Off will start at 7:00 am. This option is available for a nominal fee of \$25.00 a week to all students who require an early drop-off.

Families must register for this service.

All payments are due one month in advance. The First tuition is due on Monday, August 28, 2023.

Early Morning Drop-Off Rates

| Days Per Week | 5 Days | 4 Days | 3 Days | 2 Days |
|---------------|----------|---------|---------|---------|
| Monthly Fees | \$100.00 | \$80.00 | \$75.00 | \$50.00 |

No refunds regardless of whether the child is absent from school or the school is closed due to an emergency.