

# Spring Hill High School After School Program Enrollment Form 2022-2023

Do you need assistance with completing your homework before you go home for the day? The purpose of the After School Program is to increase student knowledge, increase assignment completion, raise test scores, and help students complete courses toward high school graduation. This program is designed to assist students in completing their daily assignments in a structured setting with the help of content area teachers.

The Spring Hill High School After School Program will begin on Tuesday, September 6th, 2022. Daily sessions will run from 3:20-4:30 pm, Monday through Thursday. Transportation will be provided free of charge!

Please contact Kelly Heizman (Assistant Principal) [heizmankel@usd230.org](mailto:heizmankel@usd230.org) or Stephenie Higgs (Enrollment Director) 592-7238 or [higgss@usd230.org](mailto:higgss@usd230.org) if you have any questions or need further information.

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Address: \_\_\_\_\_

**Parent Contact:**

1. \_\_\_\_\_ Phone: \_\_\_\_\_ cell, work, or home (circle)

2. \_\_\_\_\_ Phone: \_\_\_\_\_ cell, work, or home (circle)

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Will your student be riding the ASP Bus? Yes \_\_\_\_\_ No \_\_\_\_\_

Please indicate which day(s) student will attend the AfterSchool Program:  
Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_

\*\*Students are expected to be in attendance on the days indicated above unless excused by a parent. Please remember to call or email Stephenie Higgs 592-7238 or [higgss@usd230.org](mailto:higgss@usd230.org)(Enrollment director) in the event that your child cannot attend a day that they are signed up for.

Comments/Notes

## After School Program Student Expectations

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- Students will arrive in the After School Program room no later than 3:20. Students who arrive after 3:20 will receive warnings for the first tardy. On the 2nd tardy, a parent will be notified. On the third tardy, they will be assigned a Bronco Hour detention that must be served within two school days. After the third tardy, a discipline referral will be submitted to the administrators.
- Students are expected to be in attendance on days that they are signed up for unless they are excused by a parent. Please contact Stephenie Higgs (Enrollment Director) by calling 592-7238 or emailing [higgss@usd230.org](mailto:higgss@usd230.org) before the expected absence occurs. Unexcused absences (not excused by a parent) will result in disciplinary action. The administration reserves the right to remove students from ASP who have excessive absences or tardies in ASP.
- Students who are signed up for bus transportation must ride the bus unless they provide a written and signed parent permission note. Students may only ride the bus home on days that they have stayed for the After School Program (checked in for attendance, and worked in a designated ASP room with an ASP teacher). The ASP bus is not to be used as a convenient conveyance. Only students in the ASP may use ASP transportation.
- The learning environment is an important part of helping students achieve academic growth and success. In order to facilitate an appropriate learning environment, students will be expected to:
  - Maintain a positive attitude
  - Speak and treat teachers and peers with respect
  - Work quietly and not distract others
  - Demonstrate a good work ethic
- The use of electronic devices must be consistent with the goal of achieving academic growth. ASP teachers may confiscate electronics if they become a distraction and will follow handbook guidelines.
- The school handbook is in full effect for student behavior and, if appropriate, discipline. Failure to abide by ASP guidelines may result in student removal from the ASP.
- Please go over the above expectations with your child and then sign below.  
Your signature is an acknowledgment of your understanding of ASP expectations.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_