

After School Supervision Guidelines

At RCS, we take the safety of our students very seriously. As such, we have outlined the following guidelines for students who are in the school building after school hours. We ask that all families respect the guidelines in order to provide safe student supervision and to allow our custodial staff the opportunity to do their jobs without interruption. We also want to ensure RCS staff are not put in situations where they are staying beyond their work day to ensure student's safety or leaving students unsupervised in the building.

Kindergarten – 6 Before and After School Supervision Guidelines

RCS provides supervision for elementary school students 15 minutes before the school start time and until 4:00pm. Outside of this we have paid supervision for students in kindergarten to grade 6 in our Before and After School Program. This time includes structured programming and an after school snack. Any students in kindergarten to grade 6 MUST go to the Before and After School Program before and/or after school hours. The Before School Program runs from 7:30 am to 8:15 am, and the After School Program runs from 3:30 pm to 5:30 pm.

Some elementary students attend a variety of after school activities such as Elementary Homework Club, Art Class, Cubs or other extra-curricular activities. All students in these programs should be picked up promptly at the conclusion of the program. If the activity is completed and students are not picked up they will be directed to the After School Program and will be charged After School Program fees.

Before School Program Morning Drop-off Procedure: Students can be dropped off at the main doors at the front of the school. Call or text (306) 536-3075 and wait at the main doors. A supervisor will come to pick-up your child and escort them to the Before School Program.

After-School Program Pick-up Procedure: When picking up your kindergarten to 6 student(s), text or call (306) 536-3075 upon arrival. State your name and the student(s) you are picking up. Wait at the main doors at the front of the school and a supervisor will then bring your child to the door.

Grade 7 – 12 Before and After School Supervision Guidelines

High school students (gr 9-12) can be dropped off after 8 am at the front doors. Students can then proceed to the high school floor. If students in grade 7 and 8 need to be dropped off prior to 8:15 am, please contact the Main Office to make arrangements.

RCS is able to provide supervision in the Library for all grade 7-12 students who are in the school until 5:30 pm for a fee of \$5.00 per day or \$75 a month. Students not leaving the building or being picked up after school must be supervised and attend one of these programs. Parents must text or call (306) 533-3399 for gr. 7-12 pick-up. All students will be released through the front Main Doors. Please note: students will not be released without direct contact from the parent to the Before and After School Program supervisors.

Students needing to stay for after school programs, such as worship practice, sports practice, assigned study hall or other extra-curricular activities must be in their activity area provided they are under the supervision of a staff member. They are to leave the building as soon as possible at the conclusion of the activity.

If it is not reasonable for grade 7-12 students to go home prior to a practice, the student must go to the library for supervision until their coach or program supervisor is able to provide direct supervision. This would only apply to activities, practices or games that take place up until 5:30 pm. Students involved in activities that take place after 5:30pm are expected to go home and then return to the school for their activity.