

21st Century Community Learning Center

The Lighthouse

Carroll County Middle School, 408 Fifth Street, 502-732-6834

Sheila Chowning - Director

Welcome to The Lighthouse After School Program for fourth through eighth grade students. Due to the late start of the school year, The Lighthouse will be opening for the 2018-2019 school year on Monday, October 8th. Please be sure to read this in its entirety as there is a major change in transportation this year.

Students attending Lighthouse will be required to complete and return a **Lighthouse Registration Form** prior to attending Lighthouse.

Students enrolled in The Lighthouse will have an opportunity to extend their learning beyond the regular school day in a safe and supervised atmosphere. Students are required to do homework, read, or participate in some form of academic learning before joining any of the many fun activities and clubs that we have to offer. The Lighthouse will also be utilizing the ICU data base for grades 6, 7,8 and will focus on getting all students, completing all assignments, all of the time.

Students are required to sign in upon arrival and receive a free meal before starting on their homework. Students are also required to sign out if leaving before closing time so that we know when your child is leaving the center. Please encourage your student to do this for their safety.

Center hours are Monday through Thursday immediately after school until 5:30pm. Fourth grade students will ride their regular bus from Cartmell Elementary to the Middle school where Lighthouse staff will be waiting to greet them. Middle school students will be released for Lighthouse when the second wave of buses are released. All students will report to the cafe for their meal.

The Lighthouse entrance is located at the basement doors located off the 4th Street side of the school. Please use these doors when entering The Lighthouse during after school hours. This is also where students will be picked up. For the safety of our students, they are not to be picked up from the bus loop even if we are outside. A staff member will radio for your child to come in.

Please Note: There will NOT be bus transportation home from Lighthouse this year. All students MUST be picked up unless they are listed as a walker by you. This will be designated on the front page of the Registration Form.

If your child is being picked up, please make every effort to pick them up by 5:30pm at The Lighthouse entrance. If for some reason you will be a few minutes late, you can call the center at 732-6834. We understand that sometimes things just happen. The dismissal policy is as follows:

For every 15 minutes you are late picking up your child a \$5.00 fee per child will be given. The student will not be permitted to attend the center until the fee is paid.

Attending The Lighthouse is a privilege, not a requirement. Please discuss this with your child and make sure they understand that positive behavior is expected at all times and their ability to continue attending depends on it. Disciplinary actions could also be taken if necessary.

You are always welcome and encouraged to stop in, check on your child and see what's happening at The Lighthouse. If you would like to volunteer or share a special skill we would be thrilled to have you join us. We are working on a very limited budget and welcome volunteers and donations at all times. You must have a background check on file before volunteering.

Due to budget restrictions we are only able to employ so many staff members. I truly hope to not have to turn anyone away that would like to join however if the student ratio exceeds our staff I will have to cut it off. Please return your paperwork as soon as possible to ensure your student a spot.

Please feel free to contact me with any further questions and concerns now or throughout the year. You can reach me by phone at 732-6834, by email at sheila.chowning@carroll.kyschools.us, the school, or on our facebook page, **The 21st Century Lighthouse**. I encourage you to like our page, it's a wonderful way to see what's happening in our center as well as all of the great photos of your kids.

We welcome your student and hope to be a valuable part of your child's education. We're looking forward to seeing them on October 8th !!!

Sheila Chowning, A Champion For Kids

21st Century Lighthouse Director

The Lighthouse - 21st Century Community Learning Center

Student Registration Form

Student Information:

Student's Name _____

Grade _____ Date of Birth _____ Gender () Male () Female

Homeroom Teacher _____

Mailing Address _____

City _____ State _____ ZIP Code _____

Home Phone _____

Primary Language(s) Spoken at Home _____

Parent/Guardian Information:

Mother/Guardian Name _____

Mailing Address _____

City _____ State _____ ZIP Code _____

Home Phone _____ Work Phone _____

Cell Phone or Pager _____ E-Mail _____

Please circle the best way to contact above.

Father/Other Guardian Name _____

Mailing Address _____

City _____ State _____ ZIP Code _____

Home Phone _____ Work Phone _____

Cell Phone or Pager _____ E-Mail _____

Please circle the best way to contact above

How will your child get home from the program ?

Walk Will pick up Other (describe) _____

Additional Contacts Authorized to Pick Up Student :

Name _____ Relationship _____

Mailing Address _____

City _____ State _____ ZIP Code _____

Home Phone _____ Work Phone _____

Name _____ Relationship _____

Mailing Address _____

City _____ State _____ ZIP Code _____

Home Phone _____ Work Phone _____

Please let us know if your child has any physical limitations and/or food allergies.

I hereby give permission for the participants listed on this form to take part in the 21st CCLC activities, which may include academic assistance, continuing education, and recreational programs. If a medical emergency arises, program staff will take all steps necessary to ensure the safety of the participant and will call, if necessary, a public emergency vehicle for transport to an emergency facility. I understand that I will be responsible for any transportation charges and medical expenses incurred. I agree that if a health condition exists now or in the future which would impact the participation of those listed that I will notify the 21st CCLC staff.

I give my consent to the school district and the 21st CCLC programs to take the participants photograph during program activities, to be used for education and public relations purposes. I further give my consent to the school district and the 21st CCLC to share the participants student records with each other for purposes of providing educational support and assistance. In addition, I understand that 21st CCLC will use participant records to evaluate individual progress and improvement, as well as to evaluate the impact of the program on student achievement. The student data will also be used to fulfill the State and Federal annual progress reporting requirements to obtain continued funding for the program.

I hereby certify that I have read and understand the above information:

Signature of Parent or Guardian

Date

Please complete form and return to:

Sheila Chowning - Director
The Lighthouse - Carroll County Middle School
408 Fifth Street
Carrollton, Ky 41008
502-732-6834