

## Parent/Guardian Contract

The staff members of the OST program and you as a parent/guardian are committed to improving the educational potential of every child by working together to cooperatively raise student achievement levels. To that end, we jointly agree that:

I have read and understand the Program Handbook in its entirety and agree to adhere to its contents. In addition, I understand that the CSS OST Program will:

1. Supervise my child at all times.
2. Make my child feel welcomed, comfortable, and safe.
3. Implement a creative and enjoyable program.
4. Provide academic support and personal enrichment.
5. Allow time for creative activities and indoor/outdoor recreation.

AS THE LEGAL GUARDIAN I UNDERSTAND THAT I WILL:

- Drop my child off and pick him/her up in a timely fashion (unless a child sign out declaration form is signed)
- Contact the OST Office if I will be picking my son/daughter up early (before the designated dismissal time). I understand that early pick-ups disrupt programming and should occur only in an emergency.
- Physically sign my child out if he/she is to be picked up (unless a child declaration form is signed). I understand that due to safety reasons, the OST Program will not send children out to the parking lot.
- Update program staff of address/telephone number changes.
- Contact the OST Program if my child will not be participating on any given day or will be picked up earlier than conclusion of activities.
- Complete and turn in necessary enrollment information.
- Sign, date and return behavioral forms on the following program day or my child may not return to the program.

Parent/Guardian: \_\_\_\_\_  
(Please Print)

Parent/Guardian: \_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Staff Signature: \_\_\_\_\_