

# ASPLEY STATE HIGH SCHOOL

## SUPERVISED JUNIOR SECONDARY AFTER SCHOOL PROGRAM INFORMATION SHEET

Aspley SHS will be providing a Junior Secondary After School Program. It will be available all school days for the times below:

Day	Times	Supervisor (teacher aide)
Monday	3.00pm – 5.30pm	Linda Grimmer
Tuesday	2.40pm – 5.30pm	Linda Grimmer
Wednesday	2.40pm – 5.30pm	Linda Grimmer
Thursday	1.10pm – 5.30pm	Linda Grimmer
Friday	2.40pm – 5.30pm	Donna Parker

### ***What is the Supervised After School Program? :***

#### **1. Supervised After School Program**

We provide full supervision for approved enrolled students until 5.30pm every school day. This provides families with the confidence that their child is being looked after during those challenging hours when there may not be adult supervision in the home. Students must be specifically enrolled in this program. They are under the direct supervision of the After School Program Supervisor on duty. They are able to access all other after school activities as identified below. Afternoon tea will be provided for each enrolled student. Enrolled students are able to attend Homework Club and Tutorials (see below General After School Program). When homework is completed, a range of activities will be supervised by Mrs Grimmer or Donna Parker.

If you have any questions, please contact the office on 3863 9222 or email [enquiries@aspleyshs.eq.edu.au](mailto:enquiries@aspleyshs.eq.edu.au)

#### **2. General After School Program**

We also host a range of after school activities. These vary in nature from term to term and are run by a range of teachers, outside providers and members of the community. Some of the features of our program are: Homework Club - Teacher led homework Club provides students with the opportunity to complete set homework and assignments with the supervision and help of teachers.

Tutorials – Teacher led tutorials provide students with the opportunity to do extended learning in specific subjects with specialist teachers.

Clubs and activities – a range of clubs and activities operate during the course of the year including sport, arts and community based projects.

#### **Costs:**

To register for this program, please fill out the attached enrolment form and pay the administration fee of \$50 per child to the office. You will then only be charged a minimal fee of \$2.20 per hour per child enrolled. Afternoon tea will be provided for every student enrolled. Invoices will be emailed home on a weekly basis. Failure to pay these fees on time could result in your child being withdrawn from the program.

#### **Where:**

The After School Program will be held in the school's Information Services Centre (Library). The supervisor can be contacted only during the After School Program times on **0475 832 900**. For all other times please contact the main school office on 3863 9222. Over time, your child may be involved in some of the general After

School Program activities as they are scheduled (e.g. soccer, musical). They will be required to sign in with their Supervisor, and then go to the designated activity. They will need to return to the supervisor at the end of the general after school activity. This will ensure that your child's attendance is accounted for at all times.

***Expectations:***

- 1.** Complete the After School Program Enrolment Form and make payment (\$50) of the Administration Fee. One form per child must be completed and returned to the main office prior to your child/ren commencing in the Program. At the beginning of next year you and your child/ren will receive a behaviour and work ethic agreement for you both to sign which will finalise the enrolment process.
- 2.** All enrolled students are to sign in with the Supervisor in the ISC directly after school finishes. If an enrolled student fails to sign in, the supervisor will contact the parent/guardian
- 3.** It is expected that the parent/guardian will notify the school if their enrolled child is not going to be attending the After School Program. A ***Change of Enrolment Form*** will need to be completed for any amendments to days and times, contact phone numbers and persons authorised to sign out your child.
- 4.** All students must be collected by 5.30pm from the ISC and signed out by an authorised person listed on the After School Program enrolment form. No student will be released from any other location in the school or to persons not listed on the After School Program enrolment form
- 5.** All students are expected to display appropriate behaviours as they would in any other school activity. Should there be a breach in the student's code of conduct their enrolment in the After School Program may be cancelled. The School's Responsible Behaviour Plan applies to all before and after school activities.