



# Indian Hill PTO Club Guidelines and Procedures

# Student Participation Agreement *(Document 1-4)*

## IHPTO AFTER SCHOOL CLUB

By signing below, I state that I have read and agree to the following:

- 1) ----- (insert name of club) requires a respectful environment. All children are expected to follow the same rules of behavior as are required during the school day.
- 2) If a child does not follow the school behavior guidelines, the instructor will issue a warning. Once a child receives a verbal warning, the instructor will notify the child's parents or legal guardian and the appropriate school Principal before the next club meeting. Both the parents and the Principal will be informed of the child's behavior. If a child receives a second warning, the instructor has the authority to dismiss the child from the club. Refunds will not be given.
- 3) Parents are expected to arrive on time to pick up their children from the club. If you know you will be late, please contact the club sponsor or instructor to make arrangements for your authorized person to pick up your child or arrange for the club chaperone to wait with your child for your arrival. Chronic tardiness picking up your child may result in their removal from the club, and no refund will be given.
- 4) Every precaution is taken to ensure a safe and secure environment, however, the instructors, the Indian Hill School district and the IHPTO cannot be held liable for any injury, property damage or illness that may occur. Participation in this program is at your own risk.
- 5) The school will assume that the child will attend ALL sessions of the club at its scheduled times UNLESS a note from the parent is sent to the school on or before the day of the session the child will miss, alerting the school otherwise. The parent should also inform the club sponsor and/or instructor of any non- attendance.
- 6) Your child's participation in a club may require a parent or legal guardian to volunteer at one or more of the sessions. Please review the registration rules for each club carefully before you enroll.
- 7) At the end of a club session, the PTO will send out an evaluation of the program. We value your input and look forward to receiving your comments.

I have read and agree to the policies and procedures set forth above.

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Student Signature

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Date

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Parent Signature

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Date