



## **Welcome to the 2022-2023 Rush after school program at the Good Shepherd School!**

The Rush after school program has a reputation for being “awesome” for over 20 years! Because we will be taking children from all schools this fall it is imperative when calling your child into school sick that you also call or text 314-8537 (the Rush after school phone) to notify the staff your child will NOT be attending the program for that day if they are scheduled to come. We need to assure all of the children’s safety, so we need your help with this change.

Please see Suzanne Bennett or Becky MacIntyre with any questions. You can also call Patricia Stephens at 533-2340.

Thank you for being part of our program!

**Rush Recreation Department  
AFTER SCHOOL PROGRAM – 2022-2023 SCHOOL YEAR  
REGISTRATION FORM**

**Program Site: Good Shepherd School**

The goal of this program is to provide a safe, structured, supervised environment where your child can play and interact with friends. Program activities include arts & crafts, games, outings, and gym time. The program runs from school dismissal until 6:00 p.m. each full day of the school calendar.

The program fee is based on a Monday through Friday registration. Quarterly payments are as follows for residents, and non-residents of Rush. The due dates are located in the handbook. Please write them on your calendar. Thank you.

	<u>Resident</u>	<u>Non-Resident</u>
5 days a week	\$498.00	\$599.00
4 days a week	\$399.00	\$479.00
3 days a week	\$299.00	\$359.00
2 days a week	\$200.00	\$239.00
1 day a week	\$100.00	\$120.00

Please complete the following registration form and return it along with your initial payment to the Rush Town Clerk's Office. Checks should be made out to the Rush Town Clerk, 5977 East Henrietta Rd Rush NY 14543. Please complete a separate form for each child registered. You can also pay online under the Recreation tab using your last name as a reference and send the completed application to: [pat@townofrush.com](mailto:pat@townofrush.com). Upon registering we will send back to you the afterschool handbook. Thank you.

**-----Cut / parent/guardian to keep upper half of sheet-----**

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Age: \_\_\_\_\_ School: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(Please add street, town and zip code)

E-mail address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_

Work Phone# (mother or father): \_\_\_\_\_

Cell phone (mother or father): # \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Emergency Phone #: \_\_\_\_\_

Family Relative/Emergency contact: \_\_\_\_\_

**(WE MUST BE ABLE TO REACH SOMEONE IN AN EMERGENCY, PLEASE NOTIFY US IF YOUR PHONE NUMBERS CHANGE)**

Doctor's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Additional pertinent information that staff should be aware of:

\_\_\_\_\_  
Please check the days which your child will attend the program:

All days \_ Monday \_ Tuesday \_ Wednesday \_ Thursday \_ Friday \_

My child has permission to participate in the Rush after School Program and authorize the program staff to act for me according to their best judgment in any medical situation. I acknowledge that the Recreation Department does not provide accident insurance for program participants. I agree to hold the Town of Rush; its employees and agents harmless for any accident or incident occurring while my child participates in the program. I allow my child to attend any outings scheduled by the after-school staff.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## SNACKS

The Rush after school program will provide the daily snacks. The cost of the snacks is included in the after school fee.

## PAYMENT POLICY

We can no longer allow late payments past 15 days due. If quarterly payments are later than 15 days you will receive a warning via e-mail. If we still do not receive a total quarterly payment after 15 days you will be asked to make other arrangements for your child after school. Thank you.

The payment for the after school program is based on Monday through Friday registration. The program runs from 2:00PM-6:00PM. The after school payments are broken down into 4 quarters throughout the school year. The cost is per child.

1 <sup>st</sup> Quarter	at registration
2 <sup>nd</sup> Quarter	November 3 <sup>rd</sup> , 2022
3 <sup>rd</sup> Quarter	February 2 <sup>nd</sup> , 2023
4 <sup>th</sup> Quarter	April 6 <sup>th</sup> , 2023

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Rush after school child code of conduct

Must be reviewed with child and signed

1. I will not harass or intentionally physically and/or verbally hurt anyone in the Rush after school program.
2. I will follow the rules that the counselors review with me at the after-school program.
3. I will not go anywhere in the school without permission from the after-school counselor.
4. I will not bully, demean, or make fun of any person at the Rush after school program.
5. I will not take anything that does not belong to me without permission.
6. If I have a problem during the after-school program, I will seek the help of the after-school staff.
7. I will ask to use items at the after-school program.
8. If I feel ill or hurt, I will tell the after-school counselors.
9. I will only use the after-school cell phone for emergencies and will ask permission to use the cell phone.
10. Be respectful and kind to all staff and peers at the after-school program.
10. When in the gym or outside I will not hurt anyone on purpose.
11. When I am on an outing for the after-school program I will stay with the counselors and not talk to strangers.
12. I will follow the school rules regarding outside playgrounds and school property.

I realize that if I do not follow these rules, I will receive a verbal warning from the after-school counselor(s) and my parents informed of the warning. If I continue the bad behavior after I have received a warning I will be suspended from the Rush after school for a designated amount of time decided by the after-school counselor. If the problem continues, I will be removed from the after-school program permanently.

Childs signature: \_\_\_\_\_

Parent's signature: \_\_\_\_\_

Return to Recreation Supervisor or Rush after school director

Rush after school Code of Conduct 4/11/13, reviewed 3-31-14, revised 6-25-15, Reviewed 4-6-16, 1-27-17, 12-20-17, Reviewed/changed 8-27-18, reviewed 2-5-19, 1-6-20, 1-4-21, 12/15/21



**PARENTS/GUARDIANS**  
**Important**  
**PROGRAM INFORMATION**  
**PLEASE READ**

- Children are to be picked up **no later than 6:00pm.** If **Possible please be there at 5:45PM.**
  - 1<sup>st</sup> offense is a verbal warning;
  - 2<sup>nd</sup> offense is a **LATE PICK UP CHARGE** of \$30.00 after **5:30PM sharp at the discretion of the after school Director and assistant.**  
**Another charge of \$30.00 will be added**  
**To your cost for every 5 minutes you are late.**
  - Parents must sign their children out for them to be released.
  - A signed note for the parents will be needed if someone other than a Parent is picking up the children.
  - Children should come prepared to play outside.  
**Program leaders must be informed of any food allergies or special Medical conditions your child may have and important phone numbers.**
  - **THERE MUST BE A DESIGNATED RESPONSIBLE PERSON TO PICK UP YOUR CHILD FROM THE RUSH AFTER SCHOOL PROGRAM. IF NO ONE PICKS UP YOUR CHILD BY 6:00PM THE RECREATION SUPERVISOR WILL NOTIFY CHILD PROTECTIVE SERVICES. WE CANNOT TAKE YOUR CHILD HOME OR BRING THEM TO OUR HOME.**
  - Vacations are excluded from pricing. Make up days are not allowed.  
Staffing is based on registered numbers for that day.  
Parents are responsible for supplying their children's Epi Pens and Inhalers. It is the parent's responsibility to make sure their children's Inhalers and Epi pens are not expired. We are qualified to administer the
- Epi Pens, but NOT the inhalers. The child must be able to self administer the inhaler.

**IF THERE IS A CHANGE IN YOUR CHILDS SCHEDULE YOU MUST LET THE RUSH AFTER SCHOOL STAFF KNOW BY CALLING 585-314-8537.**  
**To be kept in a safe place**

To contact Counselors (Sue/Becky) 314-8537  
Phone is on M-F 2:00-5:30PM leave message for illness of child.