

Joaquin Miller Enrichment Program Parent Guidelines

JM Enrichment Program classes are only open to students currently enrolled at Joaquin Miller School.

To enroll your child in a class:

1. Make checks payable to the instructor listed on the flyer.
2. Fill out registration forms and *SEND CHECKS AND FORMS DIRECTLY TO THE INSTRUCTOR* unless otherwise indicated. Some classes require you to call the instructor first. Please note deadlines and other details for enrollment noted on the flyers.

The instructor will place children on his/her roster on a first-come, first-served basis. Unless otherwise indicated, you will be notified by the instructor if your child has been accepted or if the class has become full. If full, the instructor will return your check. (If you have e-mail, it may help the instructor contact you. It is suggested that you add your e-mail address with your contact information.)

To ensure the success and continuation of this program, we ask the following:

- Please make sure your child knows the time and place of their enrichment class. Make sure your child goes directly to the class after school. It is the responsibility of the parent to ensure that the student is either enrolled in Adventure Time or supervised by an adult while on school premises before the start of any after-school enrichment class that begins more than 10 minutes after school lets out.
- Adventure Time will receive a roster of students and will escort enrolled AT students to and from after-school enrichment classes. It is very important that students be on their best behavior on the way to and from classes! Be sure your child knows when and where he/she will be picked up after classes.
- ***Rarely an instructor does not show up for his/her class due to some emergency. Please make sure your child is told to go to Adventure Time in the event the instructor is not there. AT Staff will assist your child in contacting you.***
- If your child is enrolled in a class that begins more than 10 minutes after they get out of school, **YOU MUST PROVIDE SUPERVISION** for your child.
- Please be prompt when picking your child up from classes.
- If there are insufficient sign-ups for a class, the class will be cancelled and your money returned by the instructor.
- This is a PTA-sponsored program, not a school-sponsored program. Please direct questions or concerns about specific classes to the specific instructors and direct general questions to Lysa Hale at 325-7319 or lysa@bazeley.net. **Please do not call the school office with concerns related to this program.**

Important Dates!

Fall Session Start and End Dates:

First Day: Monday, September 17

Last Day: Friday, December 7

Holidays:

Please check class flyers or with teachers for holidays and cancellations.