



**Expanded Learning
Opportunities
2023-2024
Pre-Kindergarten-6th grade
After School Care
PARENT & STUDENT
HANDBOOK**

3301 North 23rd Street, Canyon, TX 79015

Phone: 806-677-2600

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www.canyonisd.net

Contact Information

Canyon ISD Kids

Program Manager

806-677-2550

Campus Phone Numbers:

Arden Road - (806) 677-2554
Canyon Intermediate - (806) 677-2560
City View - (806) 677-2557
Crestview - (806) 677-2555
Gene Howe - (806) 677-2551
Greenways- (806) 677-2559
Heritage Hills - (806) 476-8882

Hillside - (806) 677-2558
Lakeview - (806) 677-2553
Spring Canyon - (806) 476-8876
Sundown Lane - (806) 677-2552
Reeves Hinger - (806) 677-2556
Pinnacle - (806) 677-2561

Welcome Families

Canyon ISD Kids (hereinafter referred to as (“the program”)) provides after school care where students will learn, thrive, relax, have fun and feel safe.

Mission

The program will provide a safe, positive environment for students. Opportunities will include recreation, arts and crafts, mindful experiences and STEM activities to enhance their overall skill development and nurture social and emotional relationships.

What is Expanded Learning?

Expanded Learning may be achieved by offering a variety of opportunities in a structured learning environment outside of the regular school day. The program offers intentional, safe and structured activities which complement the regular school day such as project-based learning, special events with community partners, mentoring, tutoring, physical activity, and academic support.

Canyon ISD Kids Overview

Canyon Independent School District (hereinafter referred to as “CISD”) understands the importance of after school opportunities. CISD desires to meet the needs of working families with well-staffed, on-site, quality experiences which compliment the school day.

The program is fee-based and offered outside CISD’s curriculum and instructional school day. The program provides on-site, after school care to students enrolled in CISD’s elementary and

intermediate schools, grades Pre-Kindergarten-6th. Standards of care will be based on maximum quality and excellent student supervision. The program will provide a structured and fun afternoon with an emphasis on social and emotional development.

Registration for the program is completed in two steps. First, the 2023-2024 After School Program registration tile, located on each student's SKYWARD account under Family Access, must be completed, in its entirety. Second, go to My Payments Plus, www.mypaymentsplus.com, to make the annual Registration Fee payment. Each student's registration application will be reviewed by the program manager. After approval, an email will be sent to parents/guardians indicating acceptance or denial. For additional information regarding the program please visit: https://canyonisd.net/index.php?pageID=561906_3. This is where you will find important information and documents relating to Canyon ISD Kids.

In an effort to promote non-discrimination as required by law, the program does not discriminate on the basis of race, religion, color, national origin, gender, sex, disability, age or any other basis prohibited by law.

Canyon ISD Kids Structure

Program Manager: Responsible for the design and implementation of the program, supervision of staff, responds to needs and interests of the program participants and families, and provides engaging and innovative experiences.

Campus Leader: Responsible for the daily administration, on his/her campus, preparation, supervision of staff, and quality student supervision. Campus leaders are university students, classified as juniors or seniors. Preference is given to those who are EC-6th grade education, nursing, social work, psychology, sports/exercise science majors.

Activity Leaders: Represents the staff: student ratio of 1:15. Activity leaders are responsible for a group/grade in compliance with the accepted ratio. Activity leaders are college/university students, high school seniors and/or work program students who attend Canyon High School Randall High School and/or West Plains High School.

All staff attend training at the beginning of each school year. The topics include, but are not limited to: team building, behavior management, classroom management, safety drills and district protocols and procedures, mindful exercises, importance of building relationships with parents/guardians, school administration expectations, customer service, and daily schedules and rotations.

Days and Hours of Operation

Canyon Independent School District



Board Approved December 12, 2022

Instructional days: Monday – Friday: 3pm-6pm on CISD instructional days.

Professional development days: August 7-15, 2023
October 5, 2023
November 27, 2023
January 15, 2024
February 16, 2024
March 28, 2024

Any dates that are in Blue are the Full Day Experience Days. Any days that are in Red, Green, or Yellow, the campuses are closed

1. The program will offer care during all professional development/student holiday days.
2. The program will be available to all registered students in the program and students (Pre-Kindergarten - 6th grade) of all faculty and staff in CISD.
3. Not all campuses will be open during these days but arrangements will be made to provide care at another campus location.
4. Parents/guardians must confirm the location before registration.
5. Parents/guardians must “sign in” their students on these days.
6. Professional development/student holiday days fees are as noted above. There will be no refunds.
7. Professional development/student holiday days must be paid in full before students are able to attend.
8. Registration payments for these days will be made through www.mypaymentsplus.com.
9. Hours for staff development/student holiday days are 7:30 am-6:00 pm.

The program will be closed on district approved holidays, as noted on the CISD calendar, and will be closed during inclement weather and emergency closings. If schools are closed, the program will be closed. If you receive notification that CISD is closing for the day, the program will be closed as well. Please refer to local TV, CISD website, radio stations, twitter, etc. for inclement weather information. If a Canyon ISD Kids site is closed due to an emergency or unforeseen circumstance, students may be relocated to another location, if possible. Parents/guardians will be notified of the relocation address/facility via CISD social media.

General Information and Guidelines

- Student to staff ratio is 1:15 for all activities.
- A report (Care and Concern Report) will be completed by the campus leaders and signed by parents/guardians regarding events involving: accident, incident or discipline.
- Personal property should be taken home each day. The program is not liable for any lost or stolen items brought to the program.
- The program complies with CISD policies as are applicable to students with disabilities. Students with special needs/disabilities, who may require reasonable accommodations in order to participate in the program, may not be denied enrollment because of these reasonable accommodations. Parents/guardians of students who may require disability/special needs related accommodations, in order to participate in the program, should contact the program manager. The parents/guardians will meet with the program manager prior to the enrollment process. If a student's needs surpass what can be met in a group setting and/or would require a fundamental change to the program (i.e. reducing the staff: student ratio of 1:15), the program may not be a suitable option for after school care. Please submit any request for reasonable accommodations in writing/phone call/email to the program manager. We will discuss your student's needs and any accommodations with the parents/guardians before confirming enrollment.
- If your student is experiencing learning difficulties, he/she may benefit from the CISD's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for special education evaluation or for section 504 evaluation. For more information please contact

your student's teacher or school administration to gather more information regarding the screening process.

- Mutual respect among the staff and parents/guardians is promoted.
- At a minimum, students are required not to exhibit violence/aggression, remain in the designated areas and toilet independently.
- Positive communication will be practiced at all times.
- The program will maintain a safe, harassment-free environment for the students and the staff.
- A legal instrument or court order should be provided to the campus leaders and school administration if custody provisions exist.
- The program will not disseminate parents/guardians and/or students' contact information.
- Communication with parents/guardians will be provided in a number of ways:

E-mail

In-person meeting

Phone conversation

Social media

Fee and Payment Information

Tuition and fees, acceptable forms of payment, dates of payments, returned draft policies etc. are discussed in detail in the Canyon ISD Kids Finance Handbook located online at:

www.canyonisd.net - Departments - CISD Kids. **Canyon ISD Kids is a prepaid service**; therefore, if school closures occur (emergency closure), tuition credit will be applied to the next full month billing cycle.

Late Pick-up Fee

The program ends at 6:00 p.m. each day. After 6:00 p.m., the late pickup fees are as follows:

Times	Late pick up fee
6:01-6:15 p.m.	\$15.00 per student
6:16-6:30 p.m.	\$30.00 per student
6:31-6:45 p.m.	\$45.00 per student
6:46-7:00 p.m.	\$60.00 per student

If it is 7:00 p.m., and the staff are unable to reach parents/guardians or alternate contact, the Canyon Police Department, Amarillo Police Department, or Randall County Sheriff's Department will be contacted.

Student Experience

Snack Time

The students will receive a snack each day upon arrival to the program. *Parents/guardians may provide their student's snack, if desired.*

The students will be grouped by grade level and will be supervised by the activity leaders. This provides an opportunity to unwind, giggle and meet new friends. This time of socialization is an integral part of social and emotional learning. Snack menus will be posted at each site. The students will be directed to the water stations throughout the afternoon to encourage the good practice of hydration. Water stations will also be provided when playing outside.

The program does not provide lunch on professional development/student holiday days but will provide pizza on early dismissal days.

The students with food allergies will be closely monitored each day. If the students require a special diet, parents/guardians are asked to have a conversation with the campus leaders regarding special diet requirements. The program will provide allergy-free snacks based on parents/guardians' recommendations. Parents/guardians should include student allergy information on the "Student Needs" step on the registration application.

The staff will maintain the facilities in a clean and sanitary environment. The staff will strictly follow and adhere to the environmental health requirements of CISD. Frequent handwashing and hand sanitizing will be practiced.

Homework Time

The students will be given the opportunity (dedicated time) to work on homework assignments. The students will be responsible for his/her assigned homework. A quiet environment will be provided. The amount of time set aside for homework and reading will be determined by each campus. The students who require or request additional quiet time will be accommodated based on staffing and facilities accommodations. The students are responsible for remembering and completing his/her own homework. CISD classroom teachers and WTAMU upperclassmen (education majors) will assist the students with homework completion. Parents/guardians are asked to communicate their expectations for homework assignments to the campus leaders. Program staff are not responsible for checking homework or confirming assignments on a given day.

Community Partnerships

The program will utilize community partners to present programs and opportunities. Parents/guardians will be notified regarding the special programs, clubs or opportunities for the students' participation. *Parents may opt out of the community partner events and presentations by notifying the campus leaders. Alternate activities will be available.*

Activities/Rotations/STEM (project-based learning)

"Aligning school day learning with after school programming exemplifies the concept of using our knowledge of how children learn best by integrating proven strategies and reinforcing knowledge" (National Association of Elementary School Principals and National Afterschool Association, 2010). The staff will work with the students to provide optimal opportunities for a

broad range of activities, experiences and events. The students will be divided by grade level and will rotate in groups throughout the afternoon. The activities will be hands-on, active learning experiences. The program manager and the campus leaders will design and implement planned activities. Daily routines and specific activities for each grade level will be posted on white board at pick up lane. Examples of daily experiences are as follows:

SNAPOLOGY - “Play based learning; lessons learned during joyful, hands-on experiences which will help them discover and refine important developmental skills like problem solving, symbolic thought, communication, reasoning, and so much more. Students thrive on creative exploration, experience, and discovery. In the context of play, students are able to test out theories, process their knowledge, and connect what they already know to new information, skills, and situations. Hands-on, play-based learning models encourage physical and mental engagement with experiences which strengthens the brain's synapses.” (@2021 Snapology, LLC)

STEM (Science, Technology, Engineering and Math) will be implemented daily. The students will have the opportunity to freely create and build with a variety of manipulatives and other appropriate materials.

SPARK is designed to provide the students with inclusive, highly active movement opportunities that foster social and motor development while maximizing time spent in moderate to vigorous physical activity and fitness pursuits. SPARK curriculum includes cooperative, cultural and aerobic games, and enjoyable sport activities. The students participate in SPARK each day. (2016 by San Diego State University Foundation - School Specialty Physical Education & Sport)

LEARN TO PLAY is sponsored by The Alex O’Brien Tennis Foundation and United States Tennis Association. This program is designed to promote and grow junior tennis in the Panhandle of Texas. The program will incorporate tennis as a platform to inspire, educate, and give hope to our students, so they may see the world as full of opportunities and adventure. Providing this learning opportunity will help grow tennis within our district’s elementary and intermediate school populations.

SOCIAL AND EMOTIONAL LEARNING will be an integral part of the afternoon through play and group activities.

Outdoor Play and Gym time

The students will enjoy outdoor, unstructured play, weather permitting. Outdoor play provides for greater freedom and flexibility, more expression through “outside voices” and a greater range of active movement. Outdoor play offers opportunities for muscle development and social/emotional development by offering variety and challenges. The students will be guided by the staff in large group games in the school gymnasium. These activities will encourage teamwork and rules of fair play. The students not enrolled in the program may not participate in outdoor activities at any time with students enrolled in the program. Safety and supervision are a priority. Parents/guardians are advised that the outdoor play equipment is of 2 types: CISD maintained playground equipment and City of Amarillo city parks playground equipment.

Attendance and Absence Notification

The campus leaders and activity leaders will record attendance immediately upon students' arrival to the program. If the students are expected to attend on any given day, and do not arrive at the appropriate time, the campus leaders will communicate with the school secretary regarding students' absence from school and call the parents/guardians, if necessary. If the students will not be attending the program due to illness, family vacation, family emergency or other circumstances, parents/guardians should notify the program manager or campus leader, by email, telephone or a note delivered to the school. The students who were absent from the regular school day due to illness will not be allowed to participate in the program on the day of the school absence.

Parents/guardians may request permission for the students to attend an on campus, school related activity, including tutoring, mentoring, choir and other school sponsored events by completing the "Teacher Time/School Activity" form. The campus leaders must receive written permission in advance of the event. Multiple dates may be authorized. The permission must include dates, times, responsible parties, and the location of the event. The campus leaders will not release or approve attendance for activities for which advanced permission from parents/guardians has not been approved.

Sign-in, Sign-out and Pickup Procedures

Parents/guardians may pick up their students at any time during program hours. Anyone picking up the students must have a picture ID available at the time of pick up. All persons listed on the students' SKYWARD account will be able to sign out the students. The students will not be released to a person whose name does not appear on the SKYWARD account. A note or phone call indicating alternate pick-up information should be directed to the campus leader or program manager. This person must present a valid ID. If the campus leaders are unable to verify an alternate pick up person, the students will not be released.

The program will not release the students to anyone who cannot or will not present a valid ID.

Parents/guardians must complete an "Alternate Plan and Permission to Leave" form if the students are picked up by a family member who is under the age of 18.

Medical Protocols and Student Health Information

Medical information is collected by CISD during the students' registration process. This information should be maintained and updated at all times by parents/guardians. The campus leaders will have access to the students' medical information throughout the school year. A conversation between parents/guardians and the campus leaders is encouraged to occur prior to the first day of attendance.

Canyon ISD Kids does not maintain a school nurse or other health professional on staff. In the event the students soil his/her clothes, parents/guardians will be contacted to pick up the students. The program is not responsible for assisting in the changing of students' clothes (in the event there are extra clothes in the personal backpack). Students must toilet independently.

Medication will not be administered during program hours. If students require prescription medication at school, the medication should be administered to the students by the school nurses prior to attending the program. This does not include lifesaving medications such as EpiPens or inhalers. EpiPens and inhalers, supplied to campus leaders in original packaging and a current, up-to-date prescription, will be kept in a secure location.

Students may not attend if the following applies:

1. Illness prevents the students from participating comfortably in the program activities, including outdoor and gym play
2. Illness results in a need for more care than can be provided without compromising the health, safety, and supervision of other students
3. The students have one of the following:
 - a. Fever of 100 or higher
 - b. Symptoms and signs of possible severe illness: such as COVID 19, lethargy, flu, strep abnormal breathing, diarrhea, vomiting, rash with fever, symptoms of a communicable disease or illness, conjunctivitis, oozing wounds that cannot be kept dry and covered, impetigo, streptococcal pharyngitis, pin worms or ring worms, chicken pox, behavior changes, or other signs the students may be severely ill
 - c. A healthcare professional has diagnosed the students with a communicable disease or condition and the students do not have medical documentation indicating he/she is no longer contagious.

If the students appear ill at arrival or become ill during program hours, the campus leaders will contact parents/guardians to pick up the students and provide appropriate care apart from others until parents/guardians arrive.

The students must be free of fever, without fever reducing medication, for 24 hours before returning to the campus. Campus leaders or program manager will contact the school nurse and assistant principal, notifying them that the student was sent home due to illness.

In case of a medical emergency, the campus leaders will contact the program manager. Parents/guardians will be notified if injury occurs that might possibly require medical attention. If the illness or injury requires emergency medical attention and response, the campus leaders will call for an ambulance to transport the students to the nearest hospital. Hospital preference listed on students' SKYWARD account will be shared with the EMT professionals; however, medical personnel will make the final decision on the destination.

The staff are trained and certified in CPR and First Aid procedures.

First aid kits will be fully stocked and placed in various areas on campus. The staff will wear protective gloves when administering first aid. The staff will provide and apply sunscreen when playing outside, in order to properly protect from the sun's rays.

If the students have a skin allergy, please provide the appropriate sunscreen.

Injuries

Injuries and accidents will be documented and presented to parents/guardians for signed acknowledgement. Minor injuries such as scrapes and bumps will be treated onsite, and parents/guardians will be notified at pickup. If the students suffer a significant injury while participating in the program, parents/guardians will be contacted by phone and asked to pick up the students as soon as possible. If the injury requires it, an ambulance will be called to transport the students to the nearest hospital. Hospital preference is listed on the registration application and will be shared with emergency medical personnel; however, medical personnel will make the final decision on the destination.

Emergency Preparedness Plan and Emergency Operations Plan

Each CISD campus has a comprehensive Emergency Operations Plan and Emergency Preparedness Plan. The staff are familiar with each campus' plan.

The staff are required to conduct regular fire, weather disaster drills, and lockdown/lockout drills.

The Emergency Preparedness Plan is designed to ensure the safety of the students during an emergency - addressing the staffs' responsibilities and facility readiness with respect to emergency evacuation and relocation. The plan addresses the types of emergencies most likely to occur in Canyon, Randall County, and South Amarillo including, but not limited to, natural events such as: tornadoes, lightning strikes, floods, fires, medical emergencies, communicable disease outbreaks and human-caused events such as an intruder or concerning neighborhood event. The staff will be extensively trained in "Standard Response Protocol" (Lockout; Lockdown; Evacuate; Shelter - "I Love You Guys Foundation"). The specific plan, designed for each campus, will be available for parents/guardians' review, per request.

The Emergency Preparedness Plan includes written procedures for the following events:

1. Evacuation, relocation and sheltering/lock-down/lock-in of the students, including how the students will be relocated to designated safe areas or alternate shelter. Evacuation and relocation diagrams, staffs' responsibilities, name and address of alternate shelter, and how the students will be relocated in the event relocation is required.
2. Communication, including emergency telephone numbers and procedures for communicating with local authorities

Expectations of Parents/Guardians

Communication and relationship building between parents/guardians and the staff is of utmost importance to the success of the program. Parents/guardians are encouraged to visit with the program manager or the campus leaders regarding issues or concerns.

It is important, for the achievement of the program goals, that the staff and parents/guardians work cooperatively. Issues that affect students can elicit strong emotions. However, parents/guardians are not permitted to threaten, bully or harass the staff or the students in person, via telephone or email, or in any other manner. Any threat of physical violence toward the students, staff members or parents/guardians, explicit or implied, will be reported to CISD's liaison officer. While the staff welcomes open discussion regarding any concerns about the program, respectful speech and behavior is expected. If parents/guardians fail to follow procedures and policies, interfere with the program's normal operation, or impede the staff in the completion of normal tasks, the students' dismissal may be the result. Refunds will be determined on a case-by-case basis. Parents/guardians may not have contact with other students without permission from the campus leaders. Under no circumstances may parents/guardians discipline, interrogate, or reprimand other students.

The program staff will not discuss or attempt to mitigate issues between parents/guardians--custodial or otherwise. Due to confidentiality, information regarding other students will not be divulged.

If parents/guardians designated alternate pick-up person or emergency contact fails to comply with program rules, the parents/guardians may be asked to designate another person or withdraw their students from the program.

Parents/guardians may not take the students back to their classrooms after the dismissal bell has rung.

Communication with Campus Staff

The staff are employees of CISD and, as such, are school officials who have access to the students' CISD records. The program is not part of the CISD academic program, and, as such, the students' records reviewed by the staff will be utilized for reference only. The staff will occasionally consult with administrators, counselors, teachers and other district employees regarding the students in the program.

Discipline, Guidance, Student Behavior and Consequences

Mutual respect among the staff and parents/guardians is promoted. The program will follow CISD's Student Code of Conduct.

When inappropriate incidents occur during the program, the staff will implement methods of redirection and re-teaching.

The program adheres to the following discipline and guidance policy:

Each disciplinary measure must:

1. Be consistent with policies and procedures
2. Not be physically or emotionally damaging to students

3. Be appropriate to the students' age and level of understanding
4. Be appropriate to the incident and severity of the behavior demonstrated

The staff may only use positive methods of discipline and guidance that encourages self-esteem, self-control, and self-direction, including the following:

1. Use praise and encouragement of good behavior instead of focusing only upon unacceptable behavior
2. Remind students of behavior expectations daily by using clear, positive statements
3. Redirect behavior using positive statements
4. Use brief supervised separation or time out from the group, when appropriate for students' age and development, which is limited to no more than one minute per year of the students' age.

The program expects the students will conduct himself/herself in a responsible manner, exhibit an attitude of respect toward others, respect and obey the rules during the program, remain with the group and the staff at all times, take care of materials and equipment properly and return items to the proper place before taking out new materials. The staff will communicate and enforce clear, consistent behavior expectations to ensure that the students are safe and engaged in the program experience.

The students who exhibit behaviors that interfere with the safety and wellbeing of others and disrupts the program may be suspended or dismissed from the program. Such behaviors may include: temper tantrums, rudeness, disrespect, noncompliance, and physical aggression with the students or the staff. The students who are unable to follow CISD and Canyon ISD Kids program rules will be disciplined in accordance with the severity of the offense and the options available to the program, up to and including dismissal from the program. The goal of the program's discipline procedures is to redirect and teach the students to follow acceptable behavior standards. There will be consideration of any consequence given - time out, suspension or dismissal. Dismissal from the program will be considered on a case by case basis. The program manager and the campus leaders will communicate with parents/guardians regarding the basis for dismissal. Refunds will be determined on a case by case basis. Registration fee will not be refunded.

Parents/guardians will be notified if severe and disruptive problems have occurred.

Parents/guardians or another designated person may be called to pick up the students immediately. If the behavior persists and behavior modification strategies have not proven to be effective, the students will be suspended from the program. The length of the suspension will be determined by the program manager. Upon reinstatement to the program, a meeting by phone or in person, will be arranged in order to determine the conditions for reinstatement.

The students who exhibit violent behavior or any behavior that leads to injury of other students or the staff will be dismissed from the program. The students who display or possesses a weapon will be dismissed. The students shall not vandalize or otherwise damage or deface any property, including furniture or other equipment, belonging to the program or CISD. Parents/guardians of the students guilty of damaging property shall be liable for damages. Failure to make restitution

will lead to dismissal from the program.

The program is not responsible for implementing disciplinary actions for the students' behaviors which occur outside of the program. However, if the school administration issues a "stay away agreement" for harassment or bullying, the program will implement the same "stay away agreement".

In general, records and consequences of disciplinary action will carry throughout the remainder of the current school year. The students who have been dismissed from the program will not be allowed to return to the program for the remainder of the current school year.

Reporting Child Abuse and Neglect

The staff receive annual training to prevent, identify and respond to abuse and neglect. Anyone who suspects or has knowledge of suspected abuse or neglect must report it within 48 hours to Texas Department of Family and Protective Services through the following means:

Phone number: 1-800-252-5400

Website: www.txabusehotline.org (24 hours a day, 7 days a week)

Staff will call 911 if a student appears to be in immediate danger.

Transfers

The students may transfer from one program to another within the district at no additional charge and with no interruption in service after notifying the campus leaders, the program manager and the finance department, provided the account is up to date.

The program offers open enrollment throughout the current school year. The students who transfer into CISD, in the middle of the current school year, will be allowed to enroll and attend. Tuition will be prorated on the first day of attendance.

Parents/Guardians Observation and Communication

Parents/guardians are welcome to observe the program at any time. No visitor will be left unattended with the students or permitted to walk the facility after the bell rings.

Communication white boards/emails, will be used to share updates regarding important announcements. It is parents/guardians responsibility to utilize communication tools for updates, upcoming events etc. Time sensitive issues, including information related to emergency conditions or illness or injury to students will be immediately communicated with parents/guardians via telephone. Any changes to program policies and procedures will be communicated to parents/guardians.

It is parents/guardian's responsibility to update phone numbers, email addresses and physical addresses in the students' SKYWARD account.

Comments, Suggestions and Concerns

We welcome your feedback, and we appreciate the opportunity to address any concerns you have about the program or the students' experiences. General program questions can be directed to the campus leaders. You may provide feedback by calling 806-677-2550.

Handbook Acknowledgement

Incorporated in this agreement are the Canyon ISD Kids Financial Handbook and Canyon ISD Kids Parent and Student Handbook. Handbooks will familiarize parents/guardians with the program policies and procedures. Changes in CISD policies and procedures will be reflected in CISD handbooks and may supersede, modify, or render obsolete the information summarized in Canyon ISD Kids Parent & Student Handbook. Some topics outlined in the handbooks and its amendments are addressed in further detail in CISD's Student Code of Conduct. Any modifications to operating procedures will be captured in amendments to the Canyon ISD Kids handbooks. Canyon ISD Kids Parent and Student Handbook has been established to provide information and program policies to parents/guardians regarding the program being offered to CISD elementary and intermediate school students. CISD Student Handbook and CISD's Code of Conduct will be followed as it relates to discipline in addition to the Canyon ISD Kids Parent and Student Handbook. If, for any reason, amendments or changes are made to handbooks during the course of the school year, parents/guardians will be notified at each campus. This handbook is not only a guide for parents/guardians but is also a valid part of the enrollment and admission agreement between Canyon ISD Kids and parents/guardians.

By electronically signing the registration application upon enrollment, you acknowledge that you have read and understand the contents of the Canyon ISD Kids Parent & Student Handbook and Canyon ISD Kids Finance Handbook and agree to abide by the rules, policies and procedures set forth in the program.

Signature: _____

Parent/guardian: _____

Student: _____

Campus: _____

Date: _____



CANYON ISD KIDS 2023-2024

Pre-K and Kindergarten

Month	Days	*Biweekly Reduced*	Biweekly Full	*Monthly Reduced*	Monthly Full
		Daily Rate <u>\$6.00</u>	Daily Rate <u>\$12.00</u>	Daily Rate <u>\$6.00</u>	Daily Rate <u>\$12.00</u>
		2 PAYMENTS OF...		1 PAYMENT OF...	
August	12	\$84.50 **	\$156.50 **	\$84.50 **	\$156.50 **
September	20	\$72.50	\$132.50	\$145.00	\$265.00
October	19	\$69.50	\$126.50	\$139.00	\$253.00
November	16	\$60.50	\$108.50	\$121.00	\$217.00
December	16	\$60.50	\$108.50	\$121.00	\$217.00
January	17	\$63.50	\$114.50	\$127.00	\$229.00
February	19	\$69.50	\$126.50	\$139.00	\$253.00
March	14	\$54.50	\$96.50	\$109.00	\$193.00
April	21	\$75.50	\$138.50	\$151.00	\$277.00
May	18	\$66.50	\$120.50	\$133.00	\$241.00
		Draft will occur on 1st and 15th .		Draft will occur on the 1st .	

**** August draft will be processed August 24, 2023 for Biweekly and Monthly schedules****

Reduced rates are verified by the Free and Reduced System every month.

If the 1st or 15th fall on a non-banking day (holiday, weekend, etc.), the draft will be processed the following business day.



CANYON ISD KIDS 2023-2024

1st - 6th Grade

Month	Days	*Biweekly Reduced*	Biweekly Full	*Monthly Reduced*	Monthly Full
		Daily Rate <u>\$6.00</u>	Daily Rate <u>\$12.00</u>	Daily Rate <u>\$6.00</u>	Daily Rate <u>\$12.00</u>
		2 PAYMENTS OF...		1 PAYMENT OF...	
August	12	\$72.00 **	\$144.00 **	\$72.00 **	\$144.00 **
September	20	\$60.00	\$120.00	\$120.00	\$240.00
October	19	\$57.00	\$114.00	\$114.00	\$228.00
November	16	\$48.00	\$96.00	\$96.00	\$192.00
December	16	\$48.00	\$96.00	\$96.00	\$192.00
January	17	\$51.00	\$102.00	\$102.00	\$204.00
February	19	\$57.00	\$114.00	\$114.00	\$228.00
March	14	\$42.00	\$84.00	\$84.00	\$168.00
April	21	\$63.00	\$126.00	\$126.00	\$252.00
May	18	\$54.00	\$108.00	\$108.00	\$216.00
		Draft will occur on 1st and 15th .		Draft will occur on the 1st .	

**** August draft will be processed August 24, 2023 for Biweekly and Monthly schedules****

Reduced rates are verified by the Free and Reduced System every month.

If the 1st or 15th fall on a non-banking day (holiday, weekend, etc.), the draft will be processed the following business day.