



Students

Before/After School Programs

The district's After School Enrichment Safety (ASES) program(s) may serve students in grades K-8. (Education Code 8482.3)

The ASES program(s) shall be operated in accordance with the following:

1. Program Elements

- a. The program shall include an educational and literacy element in which tutoring or homework assistance is provided in language arts, mathematics, history and social science, computer training, and/or science. (Education Code 8482.3)
- b. The program shall include an educational enrichment element which may include, but is not limited to, fine arts, career technical education, recreation, physical fitness, and prevention activities. (Education Code 8482.3)

2. Nutrition

- a. Snacks are made available through the *National School Lunch Program* and conform to state nutrition standards specified in Education Code 49430-49436. (Education Code 8482.3)

3. Location of Program

- a. The program may be offered at one or multiple school sites and/or at an easily available and accessible off-campus facility. (Education Code 8482.3)
- b. When there is a significant barrier to student participation in a program at school of attendance, the district may, with the approval of the Superintendent of Public Instruction, provide services at another school site. A significant barrier includes either of the following: (Education Code 8482.8)
 - (1) Fewer than 20 students participating in the program component.
 - (2) Extreme transportation constraints, including, but not limited to, desegregation busing, for magnet or open enrollment schools, or student dependence on public transportation.

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In such cases, the district shall arrange for safe, supervised transportation between school sites; ensure communication among staff in the regular school program, staff in the before-school or after-school program, and parents/guardians; and ensure alignment of the educational and literacy elements with the regular school program of participating students. (Education Code 8482.8)

4. Staffing

- a. All staff members who directly supervise students shall, at a minimum, meet the qualifications for an instructional aide. (Education Code 8483.4)
- b. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements of law and Board policy. (Education Code 8483.4)
- c. The student-to-staff ratio shall be no more than 20 to 1. (Education Code 8483.4)

5. Hours of Operation

- a. An after-school program shall begin immediately upon the conclusion of the regular school day and shall operate a minimum of 15 hours per week and at least until 6 p.m. on every regular school day. (Education Code 8483)
- b. Each student admitted into a program shall be expected to attend the full number of hours that the program is in operation every day that he/she participates. However, when necessary, a student's parent/guardian may request, in writing, that the Superintendent or designee approve the reasonable early daily release of his/her child from the after-school program.

6. Early Release Policy

- a. Students may be released from the after school program for the following reasons:
 - (1) Attending a parallel program (programs in the school or community centers such as soccer, basketball, etc.) as long as an agreement or partnership with the program exists thus making this parallel program the child's enrichment component

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- (2) Family Emergencies (such as a death in the family, catastrophic incidents, etc.)
 - (3) Medical Appointments
 - (4) Safety issues (darkness, weather)
 - (5) Child accidents that occur during program time (program staff should call parent or guardian)
 - (6) Religious obligations/event
 - (7) Family needs
 - (8) Transportation
 - (9) Other conditions as prescribed by the Administration
- b. Parent, guardian, or program staff shall sign the child out. In the case of program staff signing out the child, it is recommended that the child's signature or initial be recorded.
 - c. The District shall provide an early release agreement form (**EXHIBIT A**) to the parent/guardian which shall contain the name of the child and a list of conditions under which the child may be released early from the program.
 - d. The early release agreement form must contain a beginning and ending date.
 - e. The early release agreement form must be completed, signed, and dated by the parent or guardian and kept on file at the ASES program office.

7. Admissions

- a. Every student attending a school operating a program is eligible to participate in the program, subject to program capacity. (Education Code 8482.6)

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- b. If the number of students wishing to participate in the program exceeds program capacity, students shall be selected for enrollment based on the following criteria:
 - (1) Priority for enrollment shall be given to students identified as in need of academic remediation or support in accordance with Board policy or administrative regulations.
 - (2) A waiting list shall be established to accommodate additional students if space becomes available.
 - (3) If multiple applications are received on the same day for the waiting list, students will be selected randomly.

REPORTS

The Superintendent or designee shall annually submit outcome-based data on academic performance, attendance, and positive behavioral changes as required by the CDE including, but not limited to: (Education Code 8427, 8482.3, 8484)

1. Participating students' school day attendance
2. Program attendance
3. One or more of the of the following measures of program effectiveness based on the program's focus:
 - a. Positive behavioral changes, as reported by school day or program teachers
 - b. Standardized Testing
 - c. Homework completion rates as reported by school day or program teachers
 - d. Skill development as reported by school day or program teachers
 - e. Any other measures developed by the CDE



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EXHIBIT A

STOCKTON UNIFIED SCHOOL DISTRICT STEP UP AFTER SCHOOL PROGRAM

EARLY RELEASE FORM

A child may be released early from the _____ afterschool program prior to the end of the program time of ____ p.m. based upon the conditions outlined below. This agreement will be in effect as of _____ through the last day of the program or through _____.

NAME OF STUDENT: _____

CHECK APPLICABLE BOX:

- ☐ 1. Attending a parallel program
- ☐ 2. Family Emergencies (such as a death in the family, catastrophic incidents, etc.).
- ☐ 3. Medical Appointments.
- ☐ 4. Safety issues (darkness, weather)
- ☐ 5. Child accidents that occur during program time (program staff should call parent or guardian).
- ☐ 6. Religious obligations/events
- ☐ 7. Family needs
- ☐ 8. Transportation
- ☐ 9. Other conditions as prescribed by the Administration.

Parent, guardian, or program staff should sign the child out; in the case of program staff signing out the child, it is recommended that the child's signature or initial be recorded as well.



BOARD POLICY

AR 5148.2

Adopted: 07-14-15

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Name of Parent/Guardian or
Authorized individual

Date

Replaces AR 5148.2 (06/24/08)