



Swampscott

Extended Day

Before and Afterschool Program

Please complete and return with the registration, and medical form

(Please complete only if your Teen/s attend the Middle School)

TEEN CENTER

DISMISSAL PROCEDURES 2017-18

Teen Center Room 781-596-8800 ext. 130

Email: teencenter@swampscott.k12.ma.us

The dismissal procedure for the Teen Center is that students need to be picked up at their scheduled time by a parent or authorized person. **All parents must sign their teen/s out by signature and time.**

If a teen is attending a sports club, afterschool club, theater, chorus or homework support with their teacher, then returning to Extended Day, the child/parent must inform the Teen Center, as soon as possible. The child/children may call the Teen Center if they will be arriving late to **Extended Day at Ext. 130**. No teen/s will be **permitted to leave Extended Day** to: walk home, walk home with a friend, or be picked up by a classmates' parent without an email and or phone call to the Teen Center prior to pick-up.

Siblings that attend the Teen Center cannot walk and pick-up another sibling/s enrolled in the Extended Day program at any of the Elementary Schools.

Please note that the Swampscott Extended Day Program does not recommend allowing a teen from the Teen Center to walk home alone. **If you allow your teen/s to be dismissed, you will accept full responsibility for your teen/s when they leave the Extended Day program.**

Please check below

I give permission to allow my teen/s to walk home. I give permission to my teen/s to walk home with a friend.

I give permission for my teen/s to be picked-up by parents listed under the Pick-up Authorization located on the registration form.

MY TEEN HAS A CELL PHONE AND THE NUMBER IS _____

MY TEEN DOES NOT HAVE A CELL PHONE.

I agree to all the policy and procedures listed above, and I understand that the procedures are for the safety of my teen/s.

Name/s of Teen/s _____

Parent/s Guardian/s Signature _____

Printed Name _____ Date _____