

**ARENA KUDOS 4 KIDS
AFTER SCHOOL PROGRAM
EARLY RELEASE POLICY**

The law requires that the Kudos program stay open until 6pm and for 15 hours per week. Children may, however, leave the program early under conditions established by the program in advance and in writing.

Legislation

8483.(a)(1) Every after school component of a program established pursuant to this article shall commence immediately upon the conclusion of the regular school day, and operate a minimum of 15 hours per week (Middle School 9 hours per week), and at least until 6:00pm on every regular school day. Every after school component of the program shall establish a policy regarding reasonable early daily release of pupils from the program. (Ed Code 8483)

The KUDOS Arena After School Program encourages daily attendance. We recognize there may be circumstances that require students to be released prior to the end of the After School Program. These circumstances may include:

- Family Needs
- Medical appointments
- Transportation necessity
- Parallel activities as determined by school administration or parent
- Safety or weather conditions.

Additional circumstances will be reviewed on a case by case basis.

The parent, guardian, or a program staff member will sign the child out, as indicated by a signature and document the time of departure.

We look forward to a fun and exciting year with your child.

Sincerely,
Leah Kirby
Director, KUDOS Arena After School Program

Please check one and return form to the After School Program Director:

- I am interested in enrolling my child. I have read and accept the Early Release Policy.
 I am not interested in enrolling my child.

Student Name: _____ Grade: _____

Parent/Caregiver Signature

Date