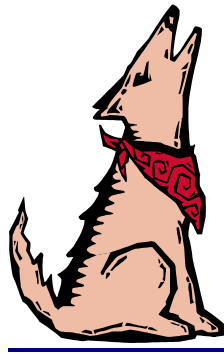


# The Coyote Club

A before and after school study hall  
for  
Valley Academy students



The Coyote Club at Valley Academy  
1520 West Rose Garden Lane  
Phoenix, Arizona 85383  
(623) 516-7747

## The Coyote Club

The Coyote Club is a before and after school program at Valley Academy Charter school. It is a study hall for Valley Academy students of all grade levels. Coyote Club provides a time and place for doing homework with the help of someone to answer questions, and provides activities for those who finish their work early. Parents are relieved to know that their children have a safe, supportive, and fun place to work on their homework.

The Coyote Club will follow Valley Academy's yearly calendar and will maintain the same breaks. The program is located in the Multi-Purpose Room on campus. Student drop off and pick up should take place through the east side doors of the MPR at the campus' main drop off/ pick up area.

### Hours of Operation

#### Morning Session

6:30 a.m. - 8:00 a.m.

#### Afternoon Session

3:15 p.m. - 6:15 p.m.

#### Early Release Days

12:15 p.m. - 6:15 p.m.

Any Valley Academy student may attend the Coyote Club. The rates and policies are different for **registered** students vs. **drop-in** students. Students that will use Coyote Club regularly should register as early as possible. Students that are not planning on using Coyote Club, but want the option of dropping in occasionally, do not need to register, but will be charged at a higher rate than registered students.

## Registered Student Rates and Policies

You may register for the Coyote Club anytime throughout the year. You may get the registration forms in the front office, during Coyote Club's regular business hours and/or at the "Meet the Teacher" event.

### Registration Forms:

Coyote Club Emergency Form  
Coyote Club Policy Agreement

There is a \$40.00 yearly registration fee, per student, for the program. Additional students (if in the same immediate family) may pay the discounted rate of \$20.00, yearly. You must re-register at the beginning of each school year, due to possible changes in policies, fees and/ or procedures.

### Morning Session

6:30 a.m. - 8:00 a.m. (Daily Flat Rate of \$3.50 per student)

### Afternoon Session

3:15 p.m. - 6:15 p.m. (Hourly Rate of \$5.00 per student)  
(There is a 5 minute "grace period" before entering into the next hour.)

### Early Release Days

12:15 p.m. - 3:15 p.m. (Flat Rate of \$12.50 until 3:15 p.m. then hourly rates apply 3:15-6:15 (\$5.00/ hour)

A charge of \$1 per minute will be charged if student is not picked up by the program's closing time of 6:15 p.m.

**All Accounts must be Pre-Paid!**

Families with more than one student will receive a discount of 20% off the oldest student's fees. (Children must be within the same immediate family.)

Accounts must have a **credit** in order for a student to attend without accruing additional fees. If a student attends with a balance due, the account will be charged an additional unpaid attendance fee of \$5.00 for each day they attend without prepaying.

Coyote Club does not mail out billing statements, but you may contact the business office for a balance update.

Accounts that remain delinquent will be terminated, and your student will no longer be permitted in the Coyote Club until payment is made.

Payments may be made by cash or check to the Coyote Club Coordinator or in the front office. Checks should be made out to *Valley Academy* with Coyote Club written in the memo portion on the check. Valley Academy's returned check fees will apply.

### **Drop-In Student Rates & Policies**

You may need to use our program occasionally. Coyote Club is here when and if you need it! Drop-ins are always welcome! Students that arrive on campus too early (before 7:45 a.m.), or are not picked up from school on time, will be sent to the Coyote Club. These students are considered drop-ins, as well.

### Morning Session

6:30 a.m. - 8:00 a.m. (Daily Flat Rate of \$4.50 per student)

### Afternoon Session

3:15 p.m. - 6:15 p.m. (Hourly Rate of \$7.00 per student)

(There is a 5 minute "grace period" before entering into the next hour.)

### Early Release Days

12:15 p.m. - 3:15 p.m. (Flat Rate of \$15.00 until 3:15 p.m., then hourly rates apply 3:15-6:15 (\$7.00/ hour)

A charge of \$1 per minute will be charged if student is not picked up by the program's closing time of 6:15 p.m.

Drop-in students will receive a Coyote Club Drop-In Attendance Slip with the student's name, date of attendance, including times, and session rate due.

The account must be paid in full by the following Friday. If the account remains unpaid, a \$10.00 delinquent fee will be charged every Friday until the account is paid in full.

Payments may be made by cash or check to Coyote Club Coordinator, or in the front office. Checks should be made out to *Valley Academy*, with *Coyote Club* written in the memo portion on the check. Valley Academy's returned check fees will apply.

**Homework is our main priority!**

There is a separate area for working students. Students should come prepared with all supplies needed in order to complete their homework and/or school projects. Coyote Club staff are available to help students with their homework, without doing it for them. Students also learn how to help each other, without giving away the answers.

### **Coyote Club Wristbands**

Coyote Club staff will check your student's homework for completeness, and accuracy when time is permitting. When picking up your child from Coyote Club, look for the wristband. The wristbands are used to identify students who feel that they have confidently completed their homework. If your student does not have one, that should tell you that their work is not complete, or has not been checked. Note: Students are not allowed in the game area without a wristband.

### **Coyote Club Game Area**

Coyote Club students are only allowed in the game area when their school work has been completed and checked. Coyote Club offers a variety of educational games. Students may play different types of games including board games, card games and brain teasers. Students must check the games out and back in using a system much like in the library.

Donations of new and gently-used games are gratefully accepted via the front office, at any time.

## Food and Beverages

Students are encouraged to bring food and beverages to the Coyote Club. However, they are not allowed to share their food with anyone else. Coyote Club does not provide food! Students are asked to clean up after themselves.

The Coyote Club at Valley Academy  
1520 West Rose Garden Lane  
Phoenix, Arizona 85383  
(623) 516-7747

**Coyote Club Emergency Form**

**Name of Primary Parent/Guardian:** \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Address: (No P.O. Boxes please) \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Name of Other Parent/Guardian:** \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Address: (No P.O. Boxes please) \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

### **Other Emergency Contact Information**

Physician's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Emergency Contact #1: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Emergency Contact #2: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

**In the event of an accident or serious illness, when direct authorization for medical treatment cannot be obtained from a parent or personal physician, you give permission, and assume full responsibility, for Coyote Club Staff to call for paramedic assistance, including ambulance service.**

**Authorizing Signature \_\_\_\_\_ Date: \_\_\_\_\_**

**Student #1**

Name of student #1 \_\_\_\_\_

Male or Female

Date of birth: \_\_\_\_\_

Grade Level: \_\_\_\_\_

Student lives with: \_\_\_\_\_

List all medical conditions and allergies or list "NONE"

---

---

---

List any medications student is receiving or list "NONE"

---

---

---

When will student primarily attend? \_\_\_\_\_

**Student #2**

Name of student #2 \_\_\_\_\_

Male      or      Female

Date of birth: \_\_\_\_\_

Grade Level: \_\_\_\_\_

Student lives with: \_\_\_\_\_

List all medical conditions and allergies or list "NONE"

---

---

---

List any medications student is receiving or list "NONE"

---

---

---

When will student primarily attend? \_\_\_\_\_

**Student #** \_\_\_\_\_

Name of student # \_\_\_\_\_

Male          or          Female

Date of birth: \_\_\_\_\_

Grade Level: \_\_\_\_\_

Student lives with: \_\_\_\_\_

List all medical conditions and allergies or list "NONE"

---

---

---

List any medications student is receiving or list "NONE"

---

---

---

When will student primarily attend? \_\_\_\_\_

## Coyote Club Policy Agreement Form

(Please Initial Indicating Agreement)

\_\_\_ I have read the Coyote Club 2009-2010 Program Information sheet. I understand the information and policies therein. I will complete all of the required forms, in order for my child/ children to be considered a registered student in the program.

\_\_\_ I understand that my account must be **pre-paid**. If not, I will incur an unpaid attendance fee of \$5, for each day that my student attends without a credit on the account.

\_\_\_ I understand that after 10 days of delinquency, my student will not be allowed to attend and the account will be terminated. At this point, delinquent fees of \$10 per week will be charged until the account has been cleared.

\_\_\_ I understand that if my child is picked up from the program after the closing time of 6:15 p.m., I must pay late charges of \$1 per minute.

\_\_\_ I understand that I am responsible for notifying the Coyote Club, in writing, of any changes to the information on the emergency form.

\_\_\_ I understand that the Coyote Club provides an environment in which my child can have fun and be responsible for their own

behavior. Any discipline action resulting from fighting, destroying school or other's property, profanity, theft, or defiance of staff will result in parent notification and possible suspension, or dismissal, from the Coyote Club. I also understand that if the behavior of my child consistently disrupts or interferes with the goals set forth for the Coyote Club program, my child's enrollment in the program will be terminated.

Name or Parent/Guardian completing this Policy Agreement Form:

\_\_\_\_\_ Date: \_\_\_\_\_

The Coyote Club at Valley Academy  
1520 West Rose Garden Lane  
Phoenix, Arizona 85383  
(623) 516-7747