



GNOC
gerhardtneighborhoodoutreachcenter

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**Gerhardt Neighborhood
Outreach Center
After-School Program
2017-2018**





Gerhardt Neighborhood Outreach Center (GNOC)
Afterschool Program 2017-2018
Parental Packet Checklist

GNOC AfterSchool Program 2017-2018 Cover Page - Page 2

GNOC Information Booklet

Partnership between School 25 and GNOC - Page 3

Order of the Program - Page 4

Curriculum Explanation - Page 5

GNOC Afterschool Program Goals - Page 6

Pick-up and Drop-off Procedure - Page 7

Disciplinary Policy - Page 8

After-School Program Medical/Disciplinary Incident Form - Page 9

Forms:

Permission Slip - Page 10

Medical Consent Form - Page 11

Parental Identification Form - Page 12

Child(ren) Identification Form - Page 13

Non-Parental Identification Form - Page 14

Media Release Form - Page 15

Partnership between Rochester City School
District School 25 and the Gerhardt Neighborhood Outreach
Center

- After School Details
 - 2-4:45pm on Tuesday Afternoons
- 1. GNOC volunteers will pick up the children at the School 25.
 - A. Parents pick up their children at 4:45pm at the GNOC Youth Center (906 N. Goodman St. - First door at the rear of the building)
 - B. If the program is cancelled for any reason, the GNOC staff will contact all the families by 11am to allow them to make alternative arrangements.
 - C. School 25 contact is Jason Wertz. Contact number is 288-3654.
 - D. GNOC Contacts are Kristin Riveros at 755-2004, Tom Smith at 298-6616, GNOC office at 434-1600.
- 2. Mandatory Parent Meeting

Parents will attend with their children at the GNOC Youth Center on Tuesday, Sept. 26th at 5pm. If they can't come they can call the GNOC at 434-1600 to make arrangements to come in at a different time to fill out paperwork. The paperwork needs to be filled out prior to their child attending the program.
- 3. Official Start Day - 10/3/17

Students will have a snack from the GNOC, homework help, games, bible lessons and character building activities including creative arts.
- 4. Details

Parents will sign agreement and add the Tuesday pick-up to their children's file with the main office.



Order of the Program

1. **Welcome and Sign-In (2:00pm)**
 - Children arrive and begin free time play
2. **Snacktime**
3. **Homework/Tutoring**
 - Mentorship is possible
4. **Activity Time**
 - Arts: dance, music, drama, arts/crafts
 - Sports: basketball, soccer, double dutch
5. **Devotion**
 - Bible-Based Curriculum
 - Small Group Discussions
6. **Pick-Up (4:45pm)**



About our Curriculum

The GNOC After School Program uses character and Bible-based curriculum during the time the students have at the after-school program. Here is information about the organization and the specific literature we will be using during the time we meet.

Dig In To Jesus

Digging Into the Life of Jesus leads kids in walking in Jesus' footsteps from birth to resurrection to ascension. Kids don't just learn about the historical Jesus; they get to know him personally. They'll discover that Jesus is a real person—a real friend—who makes a difference in their lives today.

Link to their site: <https://www.group.com/category/ministry-resources/childrens-ministry/sunday-school/dig-in/the-life-of-jesus.do>



Goals

1. Provide the children of School 25 with a safe and caring place to go when school is dismissed.
2. Display the love of God, not only through Christian teaching but through example and mentorship as well.
3. Establish a creative and active place where children can freely express themselves and develop their talents and abilities.
4. Provide a place for academic growth and the development of life skills.
5. Be a place of refuge where children can feel accepted.
6. Provide additional support to the parents of the School 25 children.
7. Help to unite the neighborhood and the GNOOC as a community.
8. Partner with School 25 teachers to strengthen children.



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Pick-up and Drop Off Procedure

1:55pm at School 25

1. The GNOC Volunteer will pick up the children in the cafeteria at 1:55pm. They will walk them across the street to the GNOC Youth Center.
2. A child will not be allowed to come if:
 - They have a temperature greater than 99 degrees.
 - A runny nose and persistent cough due to cold symptoms.
 - A visible rash or other open skin lesions.
 - If your child has or had diarrhea within the last 24 hours.

Parent will pick up child at the GNOC at 4:45pm

1. No one under the age of 18 will be allowed to pick-up your child.
2. Children will only be released to the parent or the person pre-designated by the parents.
3. Please pick up your child on time.
4. The GNOC is not responsible for any lost or stolen property.



Disciplinary Policy

We believe than an environment of fun and order allows children to be taught in an After-School Program with simplicity and understanding. When children do not adhere to the rules of the GNOC After-School Program, it can cause a disturbance to other children. We understand that discipline should go hand-in-hand with love and forgiveness as God commands. However it is imperative that the children exhibit good behavior, obedience, respect for authority, and respect for each other at all times.

We will institute a “Treasure Box” and Incentive Chart for positive reinforcement where they can receive prizes for good behavior.

In the event that a child should display inappropriate behavior, the following system will be enforced:

First Incident - Verbal Warning

The child is told to stop whatever action is causing distraction.

Second Incident - Remove the child from the activity

If after a verbal warning the child continues to be a distraction we will then move them to another seat as a “Two Minute Timeout” in a separate area.

Third Incident - Contact Parents

If after removing the child they continue to be a distraction we will then talk to the parent to discuss behavior management strategies so that the child can be successful in the program. School 25 and the child’s teacher may also be contacted to discuss behavior management strategies.

If Disruptive Behavior Continues

If the behavior continues for two more incidents, despite implementing the strategies, the child may be asked to not attend the After-School program for one week. After one week the child is permitted to return, however the parent must attend the entire program with the child that day. School 25 will also be contacted to inform them that the child will not be attending the program that week.

Situations that will result in immediate request to not attend the After-School Program

Fighting, Stealing, Biting, Using Obscenities



After-School Program Incident Form

_____ Medical _____ Disciplinary

Date: _____

Child's Name _____

First Incident _____ Second Incident _____ Third Incident _____

Incident: (Please print)

Medical Disclaimer: I understand that my child received the above injury at the GNOC After-school Program and it was communicated to me at pickup.

Disciplinary Disclaimer: I understand that my child was involved in the above incident, and that if he or she is involved in 3 incidents that are a disruption to the program, that he or she will not be allowed to attend the After-School program for one week.

Please note: This will be kept on file and if you require any additional information please contact our Administration Office.

Parent/Guardian Signature

After-School Representative

Called School 25: _____
Date

Reminded: _____
Date



AfterSchool Program Permission Slip

I, _____ give permission for my child(ren)
(parent/guardian)

(Names of Children)

To be picked up on Tuesdays at 1:55 from RCSD School 25 and walked to the GNOC. I will inform the volunteers of any food allergies or special circumstances. My child(ren) will be on their best behavior in order to remain in the program. Contact names and numbers will be shared between myself and the GNOC in order to maintain open lines of communication.

Homework:

I understand that the After-school program includes a homework-help time but it is still my responsibility to make sure the homework was completed.

Pick-up Policy:

I understand that only a previously designated person (in writing) will be able to pick up my child.

Late Pick-up Policy:

I understand that if my child is picked up late more than one time during the program, they may be asked not to attend anymore.

Parent/Guardian Signature _____ Date _____

GNOC Signature _____ Date _____



After-School Medical Consent Form

I, the parent/guardian of _____
(Child(ren)s Full Name)

give permission for any of the staff, leaders, or volunteers of the GNOC After-School Program to authorize medical/dental treatment for my child in case of an emergency where I cannot be contacted. I do not hold the GNOC or any of the volunteers liable for any accidents, injuries, or illnesses incurred during the program. I understand that I am responsible for any expense of my child's medical care and that my family insurance is primary. No other insurance is provided. I also understand that I am financially responsible for any damage done by my child to any facility, equipment or vehicle, or injury to another. .

Parents Signature _____ Date _____

Insurance Carrier _____

Policy Number: _____ Group Number _____

Parent(s) name(s) _____

Address _____

City/State/Zip _____

Phone () _____ Emergency () _____

Nearest Relative _____ Phone () _____

Child's Allergies _____

Child's Present Medical Condition _____

Medications _____



After-School Program Identification Sheet

Parent's Picture

Child's Picture

Parent Name: _____

Date of Birth of Child _____

Relationship to the Child: _____

Address: _____

Identification Number _____

Parent's signature



After-School Program
Identification Sheet

Child's Name _____

Child's Name _____

Child's Name _____

Child's Name _____

Parent's signature



After-School Program Identification Sheet
For Child(ren) Pick-Up Other than Parent

	Picture of Person Given Permission To Pick Up Children Child(ren)'s Picture	
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Person picking up the child(ren) _____

Names of the Child(ren) _____

Date of Birth of Child(ren) _____

Relationship to the Child: _____

Address: _____

Parent's signature



After-School Media Release Form

I, the parent/guardian of _____
(Child(ren)s Full Name)

Consent _____

Do Not Consent _____

to having mine or my child(ren)'s picture or video footage taken and used in any sign-
age or advertising for the GNOC (i.e. brochure, posters, website, etc.) (possibly a
large image).

I understand that even though my consent was given and my picture or my
child(ren)'s was taken, the GNOC has the option of not using the image.

Signature

Date

Parent/Guardian's name _____

Address _____

Phone number _____