

REACH Program

2019-2020



Parent/Student Manual

The Phillipsburg REACH Program is implemented through Phillipsburg School Based Youth Services Program and is funded through federal 21st Century Community Learning Center (Title IV, Part B of No Child Left Behind) grant funds awarded to the New Jersey Department of Education.

OVERVIEW

The **REACH** (Recreation, Education, Aspiration, Community, Health) Program is funded through federal 21st Century Community Learning Centers grant funds awarded through the New Jersey Department of Education. The program is designed to be comprehensive to meet the educational, social, health, and recreational needs of the students and families of the Phillipsburg Middle School.

HOURS OF OPERATION

Monday-Friday: 3:10-6:10 PM at the Middle School.

The REACH program will operate the entire 2019-2020 school year, starting September 16th and ending on the last full school day in June. ***REACH does not operate on any day when school dismisses early or is closed.***

SCHEDULE

3:10 - 3:20 - Sign-in & Snack
3:20 - 4:20 - Homework Help & Other Educational Activities
4:20 - 4:30 - Announcements
4:30 - 6:00 - Recreational & Enrichment Activities
6:00 - 6:10 - Regroup and Dismissal

REGISTRATION FORMS

We require all REACH students to have a School Based Youth Services Program Registration Form on file. (If your child has attended REACH in the past, we already have a form on file.) New students must have this form completed to attend. Registration forms are available under "Parent Resources/REACH Information" on the middle school web page. All PMS families receive a call over the summer to let them know the enrollment period for the upcoming school year has begun. Applicants are accepted for the program until the capacity of 75 students is reached. After capacity is reached, students will be placed on a waiting list and parents will be called when space becomes available.

ATTENDANCE REQUIREMENTS

Research has shown that students attending after school programs on a regular basis are more likely to be successful in school. Due to the nature of the educational services we provide, all REACH students are expected to attend the

program on a daily basis. Of course, we understand that there are times when a student may have other commitments and activities, such as sports' games and practices. In this case, we encourage students to at least attend the homework portion of the program, which ends at 4:20, if at all possible. If your child will be absent from REACH on any given day, we ask that you send in a note or call us at (908) 454-3400, ext. 6060. If your child is absent from school on a certain day, it is not necessary for you to contact us, as we receive a daily absentee report.

Funding for our program is based on maintaining an enrollment of at least 75 students. If a student is unable to commit to the program, he/she will be replaced by someone on the waiting list. Parents are expected to call the REACH Program when their child will not be attending on a given day. Students who are repeatedly absent from the program without prior parent notification will be replaced. Please note that by completing and signing a registration form, you are agreeing to these attendance requirements.

PHILLIPSBURG MIDDLE SCHOOL ACTIVITIES

Participation in REACH does not mean students cannot also participate in most Phillipsburg Middle School activities that occur after school. Students need to sign in with REACH immediately after school before going to their other activity (choir, band, drama, student council, etc.). Please be aware, however, that our education hour is 3:20-4:20, and if your child attends another after school activity during that time slot, he/she will be responsible for completing their homework during activity time or at home.

SIGN-IN

Each student is assigned to a sign-in classroom. Students must be in their sign-in rooms no later than 3:15 PM.

SNACK

REACH will provide a snack for students daily when they sign in after school.

EDUCATION

The REACH Program employs certified teachers to help students with their homework during the education hour (3:20-4:20). The program also has an additional teacher on staff who works until 5:00 each day. She is available to help students in need of more individualized attention. Beginning in the 2019-2020 school year, we will be adding a math component. Our math teachers at REACH will

provide grade level lessons, IXL practice sessions, and PARCC preparation throughout the school year.

WHAT TO BRING

In addition to homework, your child should bring a book to read and his/her agenda book to the program every day.

COMPUTERS

We have computers available for student use during the education hour. Students must have a note from their school day teacher indicating the assignment to be able to use a computer.

BOBCAT BUCKS

During the education hour, students have the opportunity to earn Bobcat Bucks for bringing their agenda book, coming prepared with work to do, and being productive during education time. Each Friday, students will be able to redeem their Bobcat Bucks for extra snacks and other items.

STEM (Science, Technology, Engineering, and Math)

Studies have shown that, compared to students from other countries, American students are deficient in the areas of science, technology, engineering, and math (STEM) by the time they get to high school. There is a nationwide push to include more hands-on activities in these subjects during after school hours. REACH will include several activities per week that deal with science, technology, engineering, and/or math. The STEM curriculum will be interactive and may include science experiments, building challenges, computer projects, coding, and other fun activities.

RECREATION

We are excited to be offering a wide variety of recreational activities this year. Here are just a few of the things we have planned:

- ★Drama & Music Activities
- ★Hands-On Science Projects
- ★Nutrition Workshops
- ★Art Projects (Beading, Woodworking, Sewing, etc.)

- ★Cooking Activities
- ★Intergenerational Activities with Senior Citizens
- ★Field Trips
- ★Sports
- ★Games

PARENTAL INVOLVEMENT

Parental involvement is a large component of our program. It is a requirement of 21st Century Community Learning Centers to have participation by the parents. We encourage all families to attend **at least** two family nights during the school year.

Family Nights

Family Nights are held monthly and include dinner, fun activities for the whole family, and raffle prizes. Specific information on each of these events will be sent home with students prior to the event. Please note that these activities are designed for students to participate with their families. Students are not allowed to come to Family Nights without an adult family member.

Parent Workshops

We will be holding occasional parent workshops during the school year. Topics and dates of the workshops will be announced in the future, but topics may include *Helping Your Child Succeed in School, Drug and Alcohol Prevention/Awareness, Teen Health Issues, and Social Media Awareness.*

Parent Feedback

Input from the parents is important to the success of the program. Throughout the year, we will provide several opportunities for you to give feedback and suggestions about the program. Parents are encouraged to participate in focus groups, complete occasional surveys, and serve on our advisory board. In addition, parents are urged to call the program office at any time with questions, concerns, or comments.

Traditions Family Success Center

This year, we are pleased to continue our partnership with the Traditions Family Success Center. The Traditions Family Success Center is a one-stop shop for parent/family resources and offers programs and information regarding:

- Access to information on child, maternal, and family health services

- Life Skills Training
- Parent Education
- Home Visitation
- Parent-Child Activities
- Advocacy
- Information & Referral Services
- Family Success Planning
- Economic self-sufficiency / employment related services/income security services

A representative from the Traditions Family Success Center will be present at some of the REACH Family Nights to give information and answer questions.

STUDENT BEHAVIOR

REACH students are expected to meet the same expectations after school as they are during the school day.

Please note that we have adopted the school's cell phone policy. Cell phones are not allowed at REACH except in special circumstances. REACH staff will take cell phones and keep them until the end of the day if students do not put away phones when asked. Please discuss our cell phone policy with your child.

Participation in REACH is a privilege. Discipline issues are dealt with on a case-by-case basis. For minor infractions, students may be given a warning on a first offense, followed by a write-up and phone call home if the behavior is repeated. Depending on the offense, a student may be temporarily suspended from the program. Certain situations, such as bullying or physical violence, may warrant immediate expulsion from the program. Also, please be aware that any misbehavior on the bus may result in temporary suspension from the bus or a permanent loss of transportation privileges.

TRANSPORTATION

The Phillipsburg School District will be providing transportation home from REACH. All students will be assigned a bus stop at the time of their enrollment. Please note that students may not get off at a different stop other than their assigned bus stop without a written note from the parent. If you have any questions about transportation, please contact Deb Varga, Transportation Coordinator, at 908-454-3400, ext. 1106.

Parents may prefer to pick their child up from the program each day. If you wish to pick your child up, please keep in mind that you will need to sign your child out each day. *Students will only be released to people you listed on the transportation form as having permission to pick up.* If you plan to pick up your child from the program, please be at the school no later than 6:10 PM.

**OUR SECURITY GUARD WILL ASK FOR IDENTIFICATION BEFORE
RELEASING A CHILD. PLEASE MAKE SURE YOU BRING A PICTURE ID.**

For safety reasons, we prefer that all students either ride the bus or be picked up from the program. However, on the transportation form included with the registration form, you were given the option to give permission for your child to walk. If you did not give blanket permission for your child to walk home from the program, but there is an occurrence during the school year when you need her/him to walk home, you would need to send a note to the REACH Program indicating this. ***Students will not be allowed to walk home from the program without written consent.***

EMERGENCY PROCEDURES

The REACH program reserves the right to cancel the program due to inclement weather or an emergency. If this occurs, an automated voice message will be sent to all parents. In addition, an announcement will be made through the intercom at the middle school and on the Phillipsburg School District Web site. (Please discuss with your child an alternative plan if REACH is cancelled.)

In the event of an evacuation emergency, all students will be taken to the Pilgrim Presbyterian Church on Belvidere Avenue where parents will be contacted.

PHONE NUMBERS

If you have a question about the program, please call the REACH office at (908) 454-3400, ext. 6060 or 6062. If you need to contact someone on a program day after 4:30 (emergency only, please), call the REACH cell phone at 610-972-7674. ***Please DO NOT call the middle school office.***

We look forward to a fun and safe school year. Thank you for reading this manual and reviewing the information with your child.