

## CCP STUDENT INFORMATION *ONLY*

**Welcome & Background** Thank you for your interest in enrolling your student in our after-school program. This program is made possible in part by a 21st Century Community Learning Center [21CCLC] Grant. The 21CCLC program is a federally funded after-school program administered by the Indiana Department of Education [IDOE]. The purpose of the program is to provide low-cost and expanded academic services to students. Cornerstone Connections Project is operated through Cornerstone Youth Center, an independent non-profit organization in Monroeville, IN. Updates and information are available at [www.cornerstoneyc.org](http://www.cornerstoneyc.org).

**After-school time** This program is designed for junior high school students. The program begins at the end of the school day. Students have opportunities for homework help, academic learning center activities, recreation, and healthy snacks daily. The learning center activities change depending on the day and throughout the school year, depending on community partner availability. Learning centers are designed for STEAM [science, technology, engineering, arts (visual, performance, and language) and math]. Other available activities include college and career readiness, life skills development, social and emotional intelligence development, and alcohol/drug prevention. Students sign themselves in and out of the program each day that they attend. Legal guardians are welcome to pick up students from the program or use the transportation provided by Cornerstone.

**TRANSPORTATION** CYC provides transportation to and from Monroeville for CCP students. Students registering for pick up and home delivery will be subject to a 72-hour route processing time. CYC staff will be in contact with you to ensure transportation is covered. Be sure to keep CYC staff advised of any address changes.

**SCHOOL DELAYS & CANCELLATIONS** *2 hour delays:* Cornerstone Connections Project is offered as usual. *3-hour delays or canceled classes:* No Cornerstone Connections Project is offered. *Cancellation of extracurricular activities by EACS or perspective school:* No Cornerstone Connections Project is offered.

**ATTENDANCE CHANGES** Student safety is critical to us. Please let us know if your student needs to attend or leave a program outside of their regular attendance pattern. Please call or text 260.245.1280 You may also email: [yandfprogram@cornerstoneyc.org](mailto:yandfprogram@cornerstoneyc.org) to notify the staff.

*Students showing staff a text message from parents/guardians on a student phone is not a safe way for parents to communicate with staff.*

**FIELD TRIPS** Occasionally, CYC offers special trips, including college visits, places of employment to learn about careers including trades, community service opportunities, or participation in other activities/events. Information about these activities is sent to parents with as much time as possible to plan. Please stay informed by reading emails, flyers, social media, and REMIND texts. These activities require an additional permission slip. Transportation will be provided unless it is a family engagement opportunity. These activities are optional and may require the student earning points or meeting a goal to participate.

## **CCP Parent Registration Checklist**

**Students are not officially registered until we receive ALL forms fully completed. A packet MUST be completed for each student if you have more than one attending.**

Please check for each item below and ensure that it is completed and signed as appropriate when submitted:

- **MEMBERSHIP REGISTRATION FORM**
- **TRANSPORTATION FORM**
- **HOLD HARMLESS AGREEMENT AND MEDICAL RELEASE**
- **CONSENT TO RELEASE INFORMATION**
- **CYC COMMUNICATION PLAN**
- **COVID ADDENDUM AND HOLD HARMLESS AGREEMENT**
- **GUIDELINES FOR MEMBERS PAGES**
- **FAMILY SUPPORT AGREEMENT PAGE**
- **HOMEWORK POLICY**
- **CORNERSTONE CONNECTIONS PROJECT REGISTRATION ONLY**