

## **SAFETY GUIDELINES FOR EPCC/CANUTILLO HIGH SUMMER PROGRAM**

**THANK YOU**, your participation the past five years has made the summer program a success! Due to the size and demand to which the summer program has grown, we will no longer make exceptions to the following guidelines. To ensure the safety and well-being of your child, (Name) \_\_\_\_\_, please read and sign this document.

### **CHILDREN ENROLLED IN PROGRAMS AT EPCC**

#### **CHILDREN UNDER 10 YEARS OF AGE:**

Parents/Guardians are responsible for their child's safety. Children under 10 years, must be supervised by a sibling 10 years and older or an adult when not participating in classes. EPCC library is NOT a day care service. EPCC library staff is not responsible for the well-being of your child when not in class.

#### **COMPUTER USE:**

EPCC library computers are unfiltered. PARENTS are responsible for approving Internet use for their child.

#### **CLASS ATTENDANCE:**

Roll will be taken in class and parents should confirm attendance with individual instructor (s). The library staff verifies a class schedule only when child is in the library and only on a random basis (when staffing and time allow), and will notify parent (s) if child is not in class. **The library does not have the staff or resources to be responsible for daily class attendance.**

#### **AGE APPROPRIATENESS:**

Age limits for participation in the various classes is required due to safety reasons.

Your child must reach the required age listed during June 2018. Except for instructor approval, there are **NO EXCEPTIONS**.

#### **CROSSING THE PARKING AREAS BETWEEN CANUTILLO HIGH SCHOOL AND EPCC LIBRARY:**

If you would prefer that your child not cross the parking area unescorted, parents may register their children for all programs either at EPCC or at Canutillo High School. EPCC library staff is limited and cannot take responsibility for escorting your children across the parking area. Parents must keep in mind that **EPCC summer term is in session**, and there are college students going to and from their vehicles to classes all day.

#### **PHONES:**

Limited phone use is available at the Canutillo High School office & at the EPCC Library.

### **CHILDREN ENROLLED IN PROGRAMS AT CANUTILLO HIGH SCHOOL**

#### **CHILDREN ENROLLED IN SUMMER PROGRAM MUST GO TO THE CLASS OR WAIT FOR THE CLASS IN THE CAFETERIA**

**Canutillo High School summer classes are in session** and it is important to avoid any class disruption by respecting the educational pursuit of the high school students.

#### **CANUTILLO HIGH SCHOOL RULES INCLUDE:**

**NO** Caps or hats to be worn on head.

**NO** Gum, Food, or Drinks in the high school except for the cafeteria – may bring drinks in plastic bottles with twist off caps.

**NO** Sitting or standing on handrails, stairs, or in hallways

**NO** Bare feet – shoes or sandals must be worn at all times.

#### **PARENTS OR GUARDIANS WAITING FOR CHILDREN and TEENS AT CANUTILLO HIGH SCHOOL:**

Parents may wait in the class area or in the the Canutillo High School Cafeteria ONLY.

For safety and security reasons, no one may wait in the hallways or on the stairs.

**Canutillo High School will follow through with any disciplinary action when necessary according to the Canutillo District's rules and procedures. If disciplinary action is warranted, participation in the Summer Programs is subject to termination.**

**If deemed necessary, EPCC library and its staff reserve the right to terminate an individual's participation in classes.**

A \$15.00 non-refundable processing fee must be paid per class at the time of registration with the exception of the free programs.

Only classes cancelled by the Library due to low enrollment will be refunded. **NO EXCEPTIONS.**

**I have read the information above and agree to abide by the policies set forth by EPCC and Canutillo High School.**

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_ .