

Carroll Middle School Afterschool Forms for 2012 – 2013 school year



Afterschool Clubs' Informational Sheet

This form is required for all individuals or organizations interested in starting an afterschool club at Carroll Middle School.

Name of Club: _____

Name of Club Advisor: _____

Telephone #: _____ (cell)

Email Address: _____

What days and times will the club meet (preferably 1 – 3 times in a month)? _____

Length of club sessions: (Please check one)

_____ **Full year (Sept. – April)** _____ **Semester 1 (Sept. -December)**

_____ **Semester 2 (Jan. - April)**

What are the targeted age group and/or grade level(s)? _____

What type of space will you need access to? _____

How will you promote the club? _____

After School Clubs' Check-In and Sign-Out Sheet

Name of Club_____

Club Sponsor_____

Week of _____

Number of Students Present _____

Names of Students Present _____

[illegible]

Afterschool Clubs' Student Procedures and Application Sheet

General Procedures and Expectations

- **Please report to your club location by 2:30 pm on your assigned club day.**
- **Bring all of your necessary items, book bags, and supplies (in an effort to stay in your assigned club location).**
- **Do not leave your club location without permission and a proper pass from your club sponsor/volunteer.**
- **Do not wander the school hallways during your assigned club period. Students found wandering the hallways will be walked back to their club location. If repeated wandering continues, wandering students will be prohibited from staying over for future afterschool club activities.**
- **Please make sure that you follow all behavioral expectations that have been given by the school, your club advisor/volunteer. If there are repeated behavioral infractions, disruptions and noncompliance; these students are prohibited from staying over for future afterschool club activities (as deemed appropriate by Carroll Middle School administration).**

Parents – at the end of this document, you will need to sign giving your permission for your student to stay afterschool on their assigned club date. You will also have to how your student will be transported home after each club day.

After school Students – at the end of this document, you will need to sign acknowledging your understanding of the aforementioned general procedures and expectations.

Mode of Transportation (Please circle one)

After school Activity Bus

Parent Car Pick-Up

Student's signature

Parent(s) signature

**CARROLL MIDDLE SCHOOL
AFTER SCHOOL ACTIVITY
TRANSPORTATION PASS**

NAME: _____

ADDRESS: _____

ACTIVITY: _____

BUS STOP: _____

PRINCIPAL/SCHOOL OFFICIAL/DATE: _____

*****CMS Advisors/Sponsors will be notified about any significant changes made in the upcoming Afterschool Activity bus schedule or potential route changes by Mr. McLean.**