



Emerson  
S C H O O L

## Middle School After Care Program

### ***Our Mission***

*In Middle School After Care, we provide students with a variety of options that will allow them to be healthier, happier, and more productive during after school hours. We aim to replace repetitive device usage with fresh air and exercise, quiet time for studying and homework, and opportunities to interact positively and respectfully with their peers.*

### **Middle School After Care Options**

In Middle School After Care, students have three options for how they may spend their time in our program:

1. **Spend Time Outdoors:** Middle School students may spend time outside on the playground getting some fresh air and exercise.
2. **Work on Homework:** Middle School students may do homework or study in our designated Homework Room. Our Homework Room will be supervised by one of our staff members and is meant to be a quiet work space. They may also utilize Emerson's library for a quiet place to work, as well.
3. **Enrichment Activities:** Middle School students may spend time in our Enrichment Room with Mr. Dishman. Please see below for more information about our daily enrichment offerings which are specifically designed for Middle School students.

### **Daily Enrichment with Mr. Dishman**

Jake Dishman, one of Emerson's Academic Enrichment Specialists, will host a series of fun and complimentary activities for Middle School students to partake in on Tuesday through Friday afternoons. These activities will change on a weekly basis. They will include a wide range of options, such as **Book Club, Movie Club, Video Games Club, Filmmaking Club, Karaoke Hour, Improv, Swing Dancing, Writing Club, and much more!**

### **Off-Limits Locations**

Middle School students who are checked into the After School Program are **not** permitted to wander the hallways, lounge in the Commons areas, or spend time anywhere else on campus without direct adult supervision.

### **Electronic Devices Policy**

We strongly feel that it is important to give our students the chance to explore new hobbies, socialize with friends face-to-face, and find quiet time to focus on schoolwork. With screens and devices being such a central part of daily life, we want to create an environment where students can log-off, unplug, and find enriching experiences outside of screen time.

## Computers

We will allow students who need to use their computer for a homework assignment to do so. However, these students must provide us with a signed note from their teacher stating what they plan on working on and which class it is for. These designated slips will be printed and available for usage throughout the Middle School. If a student cannot present us with a signed slip, they may not use their computer for homework.

## Cell Phones and Smart Watches

Students may use their cell phone and/or smart watch to communicate with parents and/or guardians from **3:15pm until 3:30pm**. After this time, these devices must be put away and remain out of sight for the remainder of aftercare. If you need to get a message to your child (or vice versa), you may text or call the After School Program line at **(734) 660-5108** to get in contact with your child.

## Electronic Device Supervision

If a student is using their computer for anything other than homework (gaming, streaming, etc), they will receive an initial warning and be asked to work on their homework assignment instead. If they are caught again, they will be asked to put their device away for the rest of the day. If they are caught a third time, device privileges will be revoked until further notice and an email will be sent home. These rules also apply to cell phone and smartwatch use. If a student is caught using their cell phone or smart watch beyond the **3:15pm-3:30pm** time frame, the same procedure will be followed.

## Restorative Action in Middle School After Care

In Middle School After Care, we follow a similar Restorative Action Plan to the one that is implemented throughout the school day. Please note that these policies are aligned with our cell phone and smartwatch policies during the school day. This consistency is very important for our adolescent learners.

If a student displays poor behavior in Middle School After Care, these are the action steps that will be followed:

1. **Verbal Warning:** The student will receive a warning that their behavior is unacceptable. They will also receive a warning that the next step is a location change.
2. **Short-Term Location Change:** If the student repeats this behavior, they will be sent to the library and directly supervised by the Director and Assistant Director of the After School Program for the remainder of their time in aftercare. In the library, they may work quietly on schoolwork, read, or draw until their parent or guardian arrives for pick-up.
3. **Restorative Conversation & Student Reflection Process:** If the student's behavior continues beyond Step 2, the Director and Assistant Director will schedule a meeting with the student to have a restorative conversation about their behavior and develop a plan going forward. The Assistant Head of School and the Director of Student Life may also be present for this meeting depending on the circumstances of the situation. Following this conversation, the student will be guided to complete the [Student Reflection Form](#). This will then be shared with their Advisor/HRT. Parents will be called and/or emailed with a summary of both the student's behavior and the restorative process. These details will also be documented in RenWeb.
4. **Final Step:** If a pattern of behavior continues beyond Step 3, we will discuss future options with the student, their parents, the Assistant Head of School, and the Director of Student Life. This may include a temporary suspension from aftercare.