

APPLICATION FORM – 2018-2019 School Year Program

Student's Name _____ Age: ___ Date of Birth: _____ Male/Female: ___

School (2018-19) _____ Current Grade ___ Teacher _____

Parent/Caregiver's Name(s) _____

Street Address _____ City _____ State ___ Zip Code _____

Mailing Address, if different _____

Your Phone Numbers: Home _____ Cell _____ Work _____

Occasionally, we may communicate with you by text or e-mail, if that is okay with you.

May we text you? Yes ___ No ___ May we e-mail you? Yes ___ No ___ E-mail _____

Total number of people in your household _____ Number of children under 18 _____

Please list name, age, and grade of other school aged children in your household: _____

Please list any siblings or relatives who are applying to attend Hope Exchange _____

Why do you want to enroll your student in East Nashville Hope Exchange? _____

Please list student's food allergies and allergic reaction: _____

Please list other health concerns or special needs (include medication): _____

ENHE gives enrollment priority to students who qualify for free or reduced lunch and attend public schools in the Stratford and Maplewood High School clusters of East Nashville. Did your student receive free or reduced lunch during the 2018-2019 school year? Yes ___ No ___

East Nashville Hope Exchange's primary goal is to improve your student's literacy skills in a fun and exciting environment. For ENHE to achieve its goal of improving student literacy, families must arrive on time and attend the program every day except in the case of illness. Parent/caregiver participation is necessary and extremely important to a student's progress in the program. By signing this form, you are agreeing to support your student's participation in ENHE. ENHE charges a \$30 enrollment fee per child for the summer program, capped at \$60/family.

Parent/Caregiver Signature

Date

Please mail or deliver this form to ENHE, 419 Woodland Street, Nashville, TN 37206, email it to EastNHE@gmail.com, or fax it to 615-242-4997. ENHE will need a copy of your student's insurance card and current year's report card. Copies can be made in the office upon request (615-608-2450).

Office Use Only: Date Received _____ Date Acceptance Letter Sent _____ Waiting List Notice Sent _____

ENROLLMENT EXPECTATIONS–2018-2019 Program

1. ATTENDANCE

- 1.1. I understand that this is a year-round program that is made up of a six-week summer program and a school year program with workshops and tutoring.
- 1.2. I understand that school year tutoring will be offered twice weekly for students who are below grade level in reading, and that participation is optional.
- 1.3. I understand that daily attendance is an important factor in each student's success.
- 1.4. I am committed to getting my child to the summer program on time every day except in the case of illness.
- 1.5. I agree that if my child misses 3 days during the first two weeks of the summer program or 5 days total, no matter what the reason, my child may be dismissed from the program.
- 1.6. I agree that if my child is tardy 3 days during the first two weeks of the summer program or 5 days total, no matter what the reason, my child may be dismissed from the program.
- 1.7. I understand that if my child does not complete the full summer program, my child will not be enrolled in the subsequent school year and summer programs.

2. SAFETY

- 2.1. For the safety of all students, ENHE has a sign-in and sign-out process.
- 2.2. I understand and agree that any person who brings my child to the program in the morning must escort my child into the building and sign-in.
- 2.3. I understand and agree that in order for a person to pick up my child, the person's name, including my own name, must be listed on the Enrollment Form.
- 2.4. I understand and agree that any person picking up my child, including myself, may be asked to prove their identity to the satisfaction of ENHE staff, most likely by showing their driver's license.
- 2.5. I agree that I will abide by the sign-in/sign-out process.

3. FAMILY PARTICIPATION

- 3.1. I understand that my involvement in my child's education and in this program is extremely important to my child's progress.
- 3.2. I will work with my child on reading materials each day for at least 10 minutes.
- 3.3. I will tell my child that I am proud of him/her at least one time each day.
- 3.4. I will remind my child about the importance of reading.
- 3.5. I understand that there will be weekly family engagement events during the summer.
- 3.6. I understand that there will be monthly workshops September-May during the school year for family members and students.
- 3.7. I understand that attendance at family participation events is mandatory.

4. BEHAVIOR

- 4.1. I understand that behavior-related disruptions can harm the learning environment for all students.
- 4.2. I understand that when a student exhibits behavior problems, ENHE staff will work with the student to try to help the student improve his or her behavior and will communicate with parents/caregivers when issues are more serious than what are considered "typical" behaviors.
- 4.3. I agree that if my child exhibits continued, disruptive behavior, my child may be dismissed from the program at the sole discretion of ENHE.