

*Holmes Middle School
After-School Program*



"We Teach to Touch Tomorrow"

*Family Handbook
"Holmes After-School Program...
A Bright Idea!!"*

Welcome to the Holmes Middle School After-School Program! We are happy that your child has decided to be a part of our after-school community.

Program Purpose

Our mission is to provide a safe, enjoyable, and enriching place for the students at Holmes Middle School during after-school hours.

Program Objectives

- To help our students develop academic, life and leadership skills.
- To give students the skills to manage and resolve conflicts and to build healthy positive peer relationships.
- To provide opportunities for students to courageously identify and pursue their personal goals and interests.
- To help our students to make healthy and safe life choices.
- To allow students to have fun and build school pride.

AFTER-SCHOOL PROGRAM

What does the After School Program at Holmes offer?

- + Team Hawk (formerly the Hawk Club)**
- + After School Tutoring by teachers**
- + Homework Rooms**
- + Theatre Arts- (Drama, Chorus, Orchestra, Band)-School Sponsored Activity**
- + ASP Clubs**
- + Intramurals**

What is Team Hawk?

Holmes Middle School provides after school activities from 2:50 pm to 5:45 pm. daily. This service provides parents who work late with a safe environment for their children every day. The majority of the students who stay after school will take advantage of the late bus service that Fairfax County Public Schools provides Holmes Middle School students on Monday, Wednesday and Thursday. The buses depart from Holmes Middle School at 4:15pm on Monday and Wednesday, and at 5:00 pm on Thursday. Those students who need to stay after late bus departure make up Team Hawk. Team Hawk students are usually the only students who stay after school on Tuesday and Friday.

After School Help by Teachers

Teachers who work at Holmes Middle School make themselves available for after school assistance at least one day per week. Students are notified of the teacher's availability. Students need to make an appointment to stay back with a teacher. The After School Program staff does not regulate when teachers stay back, and as a result, cannot publish a weekly schedule for parent information. Please have your child inform you of the day(s) they intend to stay after and the name of the teacher.

Homework Rooms

The After School Program provides grade level homework rooms for our students daily. The homework rooms are monitored by program staff that is available to assist the students. Our goal is to have all students who stay after to finish their homework assignments at school. We also encourage our students to make appointments with their teachers to receive more specific homework assistance.

Theater Arts Groups

Holmes Middle School has a very active Theater Arts program. There are multiple opportunities for students to showcase their talents throughout the school year. There are Orchestra, Chorus, Drama, and Band performances scheduled that require practice after school. The After School Program does not regulate the after school practice schedule of these activities, and as a result, cannot publish a weekly schedule for parent information. Please have your child inform you of the day(s) they intend to stay after and the name of the teacher or activity in which they are participating.

Intramurals

Holmes Middle school also has a very popular intramural sports program. This program provides students with an opportunity to compete in basketball, flag football, and soccer with their fellow classmates throughout the school year. The intramural sports program is similar to high school athletics in that students have to “tryout” for the sports teams, maintain good grades, exhibit good character both in class and on the playing field, and participate in study hall. Students provide a weekly progress report to their coach in order to maintain their position on the team.

******Please note that there is a difference between clubs and intramural sports. Clubs are available for all students. Intramural sports require students to “tryout” in order to participate.**

ASP Clubs

The After School Program provides over 20 clubs and activities for our students. These clubs can be divided into two separate categories: Sponsor Selected Clubs and Student Selected Clubs.

- **Sponsor Selected Clubs-** Clubs that require the club sponsor to identify students to participate. These clubs require a substantial commitment from the participants.
- **Student Selected Clubs-** Student Selected clubs are in which students can sign up for on a first come, first serve basis.

Students and parents will be notified in advance of the sign up period, the location of the club sign up, and the maximum number of spaces in each club. Spaces in these clubs fill up very quickly, therefore, students who sign up for these clubs need to be certain of their decision.

After-School Program Hours of Operation

Mondays, Wednesdays:

2:50 p.m. to 4:15 p.m. (**Late buses available**)

4:15 p.m. to 5:45 p.m. (Parent pick-up)

Thursdays:

2:50 p.m. to 5:00 p.m. (**Late buses available**)

5:00 p.m. to 5:45 p.m. (Parent pick-up)

Tuesdays, Fridays:

2:50 p.m. to 5:45 p.m. (**No Late buses. Parent pick-up only**)

If you need to pick up your child before the designated release times, please be sure to report to the **main office before 4:15 pm** and to the **Holmes Annex after 4:15 pm** to pick up your child.

- Students may walk home alone ONLY if given written permission or designated as a walker by Fairfax County Public Schools
- For Parent Pickup, if you are running late, PLEASE CALL the After school office (571-451-8670) or (202-491-7860).

Comments, Questions, Concerns Policy

If you have questions or concerns about the program, do not hesitate to call or email for an appointment to meet with German Cabezas (After-School Program Specialist). You can call 703-658-5906 or email German.Cabezas@fcps.edu. The After-School Program Specialist will make every effort to address your concerns within 24 hours.

Program Cancellations

The After School Program will close due to the following circumstances:

- School cancellations
- Half-days of school/ Teacher work days
- School vacations and holidays

Attendance Policy

- Students who attend the After School Program are not allowed to leave the school building without permission after 2:50 p.m.
- All students must report immediately to their assigned activity.

Parent Pick-Up Policy

The Holmes MS After-School program officially ends at **5:45 pm daily. Monday, Wednesday, and Thursday are the only Late Bus days.** Students who are staying for parent pickup will be in one of four places after the Late Bus leaves:

- 1. the gym**
- 2. the athletic fields**
- 3. the blacktop**
- 4. the Annex in Room A-18**

The annex is located at the rear of the school building. Please drive around the back of the building to Exit Number # 7. **Please enter the annex through the side that is closest to the basketball courts. The After School Program uses Room A-18.**

Reminder: staff contract hours end at 6:00 p.m. **Repeated late pick-ups may result in your child's removal from the program.**

Medication Policy

By law, we are not allowed to dispense medication. However, if your child has prescribed medication, and it is kept in the clinic, we do have access and will be able to dispense it with parent authorization.

Medical Emergency Policy

In the case of a medical emergency, your child will be taken to the nearest hospital. We will attempt to contact you and/or the other emergency contacts by phone as soon as time permits. Please remember to update medical information and Emergency Care information with Holmes Middle School as necessary so that the After-School Program can also have access to the correct contact information in case of emergency.

Discipline Policy

Students will follow all rules and regulations as specified by Regulation 2601.21P ***Students Responsibilities and Rights*** (see accompanying quick guide) in order to ensure a safe and healthy environment for everyone participating in the After-School Program.

Participation Policy

Students may be removed and prohibited from the Holmes After-School Program for violations of Student Responsibilities and Rights. Removal may be short-term or long-term depending on the infraction. A student's removal from the program will be determined by the After-School Program Specialist following due process requirements. Parents/guardians will be notified of a student's removal from the After-School Program Specialist.

NOTE: Students may also receive additional consequences from Holmes administrators based on the nature and severity of their behavior during After-School activities as per Student Responsibilities and Rights.



The ASP
Monday and Wednesday Schedule

2:50-3:30

Homework Rooms

3:30-4:15

Activities in the Gym/Clubs

4:15

Late Bus Dismissal

4:15-4:30

Snacks in the Annex

4:30-5:30

Gym/Field/Blacktop

5:30-5:45

Parent Pickup in the Annex



The ASP
Tuesday and Friday Schedule

2:50-3:30

Homework Rooms

3:30-4:30

Character Education Activities

4:30

Snacks in the Annex

4:30-5:30

Gym/Field/Blacktop

5:30-5:45

Parent Pickup in the Annex



The ASP Thursday Schedule

2:50-5:00

Clubs (Drama, CyberMission, Science Olympiad, Math Counts, Art Club, Athletic Club, Korean Club, Vietnamese Club, Cheerleading Club, Fitness Club, etc...)

5:00

Late Bus Dismissal

5:00- 5:30

Homework in the Annex/Snacks

5:30-5:45

Parent Pickup in the Annex

