



Department of Human Service Programs
Community Schools Division

Fletcher Maynard Community School & Neighborhood Council

Spring 2020 Program
2/24/2020-6/12/2020



Director: Joseph Corbie

225 Windsor Street, Cambridge, MA 02139

Phone: (617) 349-6295 ~Jcorbie@cambridgema.gov

<http://www.cambridgema.gov/DHSP/FletcherMaynardCommunitySchool>



SPRING SESSION IMPORTANT DATES

2/18/20 - 2/21/20	Tuesday-Friday	FMCS February Vacation Camp @ K. Lo CS
02/24/20	Monday	Spring session begins
3/4/2020	Wednesday	Summer Cam Information Night @CRLS Cafeteria (6:30pm-8:30pm)
3/11/2020	Wednesday	Summer Camp Information Night Snow Date
3/18/2020	Wednesday	Early Release Day (Fun & Games)
4/10/2020	Friday	Good Friday (No School)
4/21/20-4/24/20	Tuesday-Friday	FMCS April Vacation Camp @ FMA w/ K. Lo CS
5/13/2020	Wednesday	Early Release Day (Monster Mini Golf)
5/25/2020	Monday	Memorial Day (No School)
6/3/2020	Wednesday	Early Release Day (Fun Field Day)
6/12/2020	Friday	Last Day of Spring Session

Fletcher Maynard Community School families and neighborhood residents,



We hope you and your family had a safe and enjoyable summer. We welcome our students back from our summer camp and look forward to meeting our new students.

Our Spring afterschool enrichment programming will begin on Monday, February 24, 2020 and will continue until Friday, June 12, 2020 Please feel free to stop by our office located on the basement floor to say hello and see what our programs have to offer. The Community School office will be open for registration 1:00pm-5:00pm Monday, February 10th through Friday, February 14th.

It is a program requirement that registration forms and class fees be received before a child begins the Fall session. Please complete all registration forms so that there are no delays with your child receiving services. The last day to register for enrichment classes is Friday, February 14th.

A limited number of partial financial scholarships are available for income-qualified families. Please request a financial scholarship application. Income documentation is required (W2 form/4 most recent paystubs). Financial assistance applications must be returned to our office no later than Friday, February 28,2020.

Our goal is to serve the Fletcher Maynard community in the best manner possible. We will continue to work very closely with school administration to provide your child with programming that will enhance the school day. We welcome your ideas and suggestions and encourage residents and Fletcher Maynard Academy parents to join our Neighborhood Community Council.

In closing, we are looking forward to new and returning families participating in our program. If you have any questions or concerns, please contact me at (617) 349-6295 or e-mail at Jcorbie@cambridgema.gov
Best regards,

Joseph Corbie, Director
Fletcher Maynard Community School and Neighborhood Council

Enrichment Program Staff

Betty Boyd, Program Asst.
Ferzana Chowdhury
Sophia Gottlieb
Hayley Greland
Taylor McCain

Administrative Staff

Roslyn Shoy, Division Head
Sage Carbone, Admin. Asst.
Joseph Corbie, Director

Specialists

Dennis Goldsmith, Martial Arts
Jennifer Lincoln, Mixed Media Arts
Sachiko Murata, Piano Instructor
Mary Teuscher, Creative Movement

Community Partnerships

Chess Wizards
Farrington Nature Linc
Knucklebones
Mad Science of North Boston
Museum of Fine Arts
Parkour Generations

Community School Office Hours

Monday	10:00am	1:00pm	2:00pm – 5:30pm
Tuesday	10:00am	1:00pm	2:00pm – 5:30pm
Wednesday	10:00am	1:00pm	3:00pm – 5:30pm
Thursday			2:00pm – 5:30pm
Friday	10:00am	1:00pm	2:00pm – 5:30pm

Program Information and Policies

The Fletcher Maynard Community School is a Department of Human Service sponsored program. We focus on programs/activities and special community events for school age children to active older adults. We welcome community involvement and suggestions to help provide services to the neighborhood in our efforts to develop a strong community-based program. Council meetings will be held regularly for neighborhood residents to attend. For additional information about these meetings or to sign up, please call 617-349-6295.

Enrichment Program

The Spring session will begin on **Monday, February 24, 2020** and end on **Friday, June 12, 2020**.

Mondays, Tuesdays, Thursdays & Fridays our program begins at 4:00pm and ends at 6:00pm. Wednesdays our program will begin at 2:00pm and ends at 6:00pm.

Registration Procedure

Program Information and Policies

Spring Session classes will begin on Monday, February 24, 2020 and end on Friday, June 12, 2020

Registration Procedure:

- Registration for classes is done on a Lottery Basis
- The registration form attached to the back of this brochure should be filled out and dropped off during the noted registration times below.
- Additional forms will need to be completed.
- There is an annual application fee of \$25 per child due at registration.
- Registrations must be returned to the Community School Office.
- Applications are taken before classes begin, not on the first day of class
- After these dates, registrations will be accepted on a space available basis.
- You will be notified only if the class you have chosen is full. If you do not hear from us, you may assume your child is enrolled in the selected class.
- Full payment for classes selected or a written payment plan approved by the Community School Director with specific due dates.
- You will be notified **only if the class you have chosen is full**. If you do not hear from us, you may assume your child is enrolled in the selected class.

Priority Registration

JAN. 28th - FEB. 7th

Open Registration

FEB 10th – FEB 14th

REGISTRATION HOURS

1:00pm – 5:00pm

Payment Procedures

Full payment is due at the time of registration; however, payment plans can be arranged with the director. Checks or Money Orders (**NO CASH**) should be made payable to: **Fletcher Maynard Community School**. If you have an outstanding balance with any Department of Human Services Program, your child's registration will not be accepted until all payments are made. Class fees are based on the number of weeks a class meets. **Returned checks** will be charged an additional \$25.00. Full payment must be made within 48 hours to avoid disruption to your child's schedule.

Cancellation & Refunds

If a class is not fully enrolled, the class may be cancelled. You will be notified and given a refund, or an alternative class may be chosen. We understand that there may be times when a class is not what your child expected. A full refund will be given if we are notified within 24 hours after the first class. Partial refunds will only be given if a child is no longer able to participate due to medical reasons. Refunds are not issued for missed classes.

Financial Assistance

Partial scholarships are available to families who qualify. Please request a financial aid form from the director. Income verification in the form of W2 Forms or 4 current pay stubs must be submitted with the application. All information provided will be kept confidential. Deadline for financial assistance is **Friday, February 28, 2020**.

Pickup and Absences

Children will only be released to those you have authorized on your child's registration/emergency card. If there is any change to your pickup arrangements, the director must be notified in advance. Only children ages 9 and up will be allowed to walk home with parent/guardian permission. Please notify us by phone or email if your child will be absent from the program.

Late Fee Policy

Please respect our staff and pick up children on time. Children must be picked up promptly at the end of class. There will be a late fee of \$1.00 per minute for each minute you are late after the scheduled pick up time. Late fees must be paid within 48 hours to avoid disrupting your child's participation in the program.

Chronic lateness – You will be asked to withdraw your child from the program and no refund will be given.

Early Release Days

Regular enrichment classes will not meet on Early Release days. Community School families will have the option to register their child(ren) for field trips or special activities. Children must be currently enrolled in the enrichment program and registered in advance to attend any early release day trips.

Program Closings

Classes are not held on City Holidays, School Vacations, Snow Days or any other days when the Cambridge Public Schools are closed.

Scholarship Donation

We welcome your contribution to assist us with scholarships for families who are in need of financial assistance. You may choose to support a particular program or contribute to our general scholarship funds. We thank you for your support.

Equal Access

The City of Cambridge, Department of Human Service Programs/Community Schools Division does not discriminate in providing services on the basis of race, religion, national origin, cultural heritage, political beliefs, sexual preferences, marital status or disability. The Department of Human Services will provide auxiliary aids and services, written materials in alternative formats, and reasonable modifications in policies and procedures to qualified individuals with disabilities upon request. For more information, call 617-349-2000 (voice) or 617-492-0235.

Inclusion Policy

Department of Human Service Programs welcome individuals with disabilities in all Out of School Time Programs. DHSP will provide reasonable accommodations to individuals with disabilities who meet the basic eligibility requirements of the OST Programs or who with the provision of reasonable accommodations will be able to meet the basic eligibility requirements to facilitate equal participation for those individuals in existing OST Programs.

Behavior Policy

When a child's behavior has been unusually difficult or disruptive, the CS director will communicate with the child's parents/guardian about the incident(s). The goal of this conversation is to solicit their insights into the causes of the behavior. Parents/guardians' cooperation and support is an important part of resolving any behavior problems. If the problem persists, a parent/guardian conference will be scheduled to discuss the problem and formulate an action plan for addressing the problem behavior in the classroom.

In cases where a child's behavior poses a threat to his/her own safety or the safety of others, with the recommendation of the Program Manager and the Division Head, the child may be removed from the group or program for a period of time. Before the child may return to the program, a conference will be held with the Director, Program Manager, parents/guardians, and in some cases, the child, to determine whether it is appropriate for a child to continue in the program. When it is appropriate for a child to continue in the program, an action plan will be created and implemented. In some cases, this action plan may include recommended counseling for the child.

If the standards for safe participation in the program with the existing staff/child ratios cannot be met, the parent/guardian may be asked to withdraw the child from the program. In any case of withdrawal / termination, the DHSP staff will work with the parent/guardian to provide appropriate closure for the child.

If a child has been suspended from the regular school day the child may not attend Community School programming.

Community Schools Bus Policy

The Community School Programs offer afterschool enrichment classes in every elementary school in Cambridge. Most children attend the classes at the Community School located in their school building. Some families prefer to have their children attend classes in the school building located in their neighborhood. If an established bus route exists from a child's school to the preferred Community School, very often the Cambridge Public Schools are able to transport children to that Community School. Parents/guardians need to make transportation arrangements with the Cambridge Public Schools.

In an effort to support families, beginning this year a staff person from Community Schools will be available in front of the school to greet children under the age of 9 arriving by bus and will escort them into the school. Children age 9 and older who have parental permission may enter the school on their own.

To avoid disrupting ongoing classes and to support children's full participation in the enrichment classes, children must arrive no earlier than 15 minutes prior to the start of Community School Program and no later than 1 hour past the program start time. For a breakdown by school of the times that children may arrive for programs, please refer to the schedule below:

(Please note: bus schedule does not apply to Amigos, FMA and ML King due to 4:00 pm dismissal)

Cambridge Public Schools	Dismissal Times	Community Schools	Community Schools Approved Arrival Times
Amigos	2:55 pm	Amigos/Cambridgeport CS	2:45 – 4:00 pm
Cambridgeport	2:25 pm	Elm Street CS	2:15 – 3:30 pm
Peabody	2:55 pm	Fitzgerald CS	2:45 – 4:00 pm
Haggerty	1:55 pm	Haggerty CS	2:00 – 3:00 pm
King Open	2:55 pm	Harrington CS	2:45 – 4:00 pm
Graham and Parks	2:25 pm	Linnaean CS	2:15 – 3:30 pm
Kennedy-Longfellow	1:55 pm	Kennedy CS	2:00 – 3:00 pm
Morse	2:25 pm	Morse CS	2:15 – 3:30 pm
Tobin	1:55 pm	Tobin CS	2:00 – 3:00 pm

MONDAY

February 24th – June 8th

14 weeks

No classes: 4/20, 5/25

DAILY:

Monday, Tuesday, Thursday & Friday

4:00PM-6:00PM

Wednesday

2:00PM-6:00PM

JK- 5th Grade

We start the afternoon with attendance and a healthy snack. Students are assigned to enrichment classes.

Kindergarten Program: KinderKids Club

Grades: JK-K 4:00 – 6:00

Fee: \$125 per hour

Instructors: Sophia Gottlieb, Ferzana Chowdhury

A well-rounded nurturing program for our younger children. They will have the opportunity to participate in daily teacher planned activities such as structured centers that foster experiential learning as well as self-directed choice time that will include math and science concepts, sensory experiences, literacy activities and outdoor time.



Homework & Reading

Grades 1-5 4:00 - 5:00

Fee: \$100

Instructor: FMCS Instructor

This class is designed to give students in Grades 1-5 time to complete their homework assignments. Independent Reading will also be encouraged. Teacher assistant and academic support provided as needed.

Chess Wizards

Grades: 1-5 4:00 - 5:00

Fee: \$170

Instructor: Chess Wizard

Chess is more than just a game of winning and losing. We challenge our students to think ahead, visualize their goals, treat others with respect and learn from their mistakes. Studies have shown that chess enhances cognitive development and boosts confidence... plus it's a game kids can enjoy their whole lives.

Music & Movement

Grades: 1-5 5:00 - 6:00

Fee: \$100.00

Instructor: Taylor McCain

Music & movement with Ms. McCain is a great way to get your body moving! Students will focus on rhythmic steps and coordination to a variation of musical genres from Classical and Jazz to Pop and Hip-hop! Please join us if you love to move to music!

Music Production

Grades 1-5 5:00 - 6:00

Fee: \$100.00

Instructor: Joseph Corbie

Students will learn the basics of software-based music production using Garage Band. Students will discover what BPM's are, Counting Musical Bars, Tempo, Layers and other musical vocabulary. After the music is made, we will then move on to Lyric and Song Writing!

Tuesday

February 25th – June 9th

15 weeks

No classes: 4/21

Kindergarten Program: KinderKids Club

Grades: JK-K 4:00– 6:00

Fee: \$125 per hour

Instructors: Sophia Gottlieb, Ferzana Chowdhury

A well-rounded nurturing program for our younger children. They will have the opportunity to participate in daily teacher planned activities such as structured centers that foster experiential learning as well as self-directed choice time that will include math and science concepts, sensory experiences, literacy activities and outdoor time.

(Scholarship available for families that qualify)

TUESDAY CONTINUED...

Homework & Reading

Grades 1-5 4:00 - 5:00

Fee: \$100

Instructor: FMCS Staff

This class is designed to give students in Grades 1-5 time to complete their homework assignments. Independent Reading will also be encouraged. Teacher assistant and academic support provided as needed.

Taekwondo

Grades 1-5 4:00 - 5:00

Fee: \$150

Instructor: Dennis Goldsmith

The students learn self-control, body conditioning and self-confidence. Clothing: Sweats or shorts, no shoes. Student may purchase a uniform from the instructor for an additional fee.



Mixed Media Art

Grades 1-5 4:00 - 5:00

Fee: \$120

Instructor: Lolly Lincoln

Creative students will make collages, paint, draw, and experiment with clay! We will experiment with various mediums and papers when creating projects. Students will learn to incorporate imagination, structure and control in developing their own designs.

LittleBits Creatures

Grades 1-5 5:00 - 6:00

Fee: \$100

Instructor: Lolly Lincoln

LittleBits are small electronic components that snap together with magnets to create a circuit. LittleBits kits include components such as power sensors (inputs), sound/lights/numbers (outputs) and a whole bunch more.

Wednesday

February 26th - June 10th

12 weeks

No classes: 3/18, 4/22, 5/13, 6/3

Kindergarten Program: KinderKids Club

Grades: JK-K 2:00 – 6:00

Fee: \$125 per hour

Instructors: Sophia Gottlieb, Ferzana Chowdhury

A well-rounded nurturing program for our younger children. They will have the opportunity to participate in daily teacher planned activities such as structured centers that foster experiential learning as well as self-directed choice time that will include math and science concepts, sensory experiences, literacy activities and outdoor time.

Homework & Reading

Grades 1-5 2:00 - 3:00

Fee: \$100

Instructor: FMCS Staff

This class is designed to give students in Grades 1-5 time to complete their homework assignments. Independent Reading will also be encouraged. Teacher assistant and academic support provided as needed.

Knucklebones Sports

Grades 1-5 2:00 - 3:00

Fee: \$125

Instructor: Knucklebones Staff

This class is not your average sports class! Knucklebones Athletics focuses on strategy, fitness, and fun, allowing everyone to get involved and have a good time. Bringing all our own unique equipment, we'll play traditional games such as hockey, soccer and basketball and add some outside the box games like Gaga and Castle ball.



WEDNESDAY CONTINUED...

Individual Piano Lessons

Priority registration will be given to returning students. Make up lessons or a credit will be given only for teacher absence. No refunds or credit can be given for students' missed lesson.

Grades 1st-5th Grade 2:00-6:00PM

Fee: \$25/lesson

30 minutes individual lessons

12 weeks - \$300

Instructor: Sachiko Murata

Museum of Fine Arts: Artful Adventures

Grades 1-5 3:00 - 4:00

Fee: \$120

Instructor: MFA Staff

Join the fun with Museum of Fine Arts' Artful Adventures! Learn about art history and connect with the arts and cultures of Asia, Africa, Europe and the Americas through engagement with the MFA collections.

Basketball Club

Grades 1-5 4:00 - 5:00

Fee: \$85

Instructor: Joseph Corbie

Form a Community School team and practice basketball fitness while learning technical skills. Games will be once a month against other community schools. Game schedule will be announced for families to cheer us on.



Model Magic

Grades 1-5 5:00 - 6:00

Fee: \$120

Instructor: FMCS Staff

Model Magic is a super fun modeling clay that can be made into just about anything you can imagine! Explore with clay to make masks, vases, jewelry and more.

Thursday

February 27th – June 11th

15 weeks

No classes: 4/23

Kindergarten Program: KinderKids Club

Grades: JK-K 4:00 – 6:00

Fee: \$125 per hour

Instructors: Sophia Gottlieb, Ferzana Chowdhury

A well-rounded nurturing program for our younger children. They will have the opportunity to participate in daily teacher planned activities such as structured centers that foster experiential learning as well as self-directed choice time that will include math and science concepts, sensory experiences, literacy activities and outdoor time.

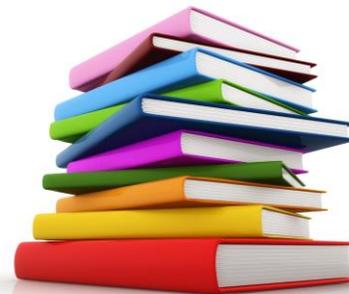
Homework & Reading

Grades 1-5 4:00 - 5:00

Fee: \$100

Instructor: FMCS Staff

This class is designed to give students in Grades 1-5 time to complete their homework assignments. Independent Reading will also be encouraged. Teacher assistant and academic support provided as needed.



(Scholarship available for families that qualify)

Early Release Day Activities

\$50 per child - Grades JK-5

Registration limited to 40 children

ONLY open to students currently enrolled in Enrichment Classes.

Wednesday, March 18th

Fun and Games

Bus Leaves FMA @ 12:30pm

And returns @ 3:30pm



Wednesday, May 13th

Monster Mini Golf

Bus Leaves FMA @ 12:30pm

And returns @ 3:30pm



Wednesday, June 3rd

Fun Field Day

Bus Leaves FMA @ 12:30pm

And returns @ 3:30pm



School Year Party

Friday, June 12th, 2020

Fletcher Maynard Community School

4:00pm-6:00pm

Gymnasium

Grades Jk-5

April Vacation Camp

Tuesday – Friday

\$200.00 / 8:00am – 3:30pm

\$225.00 / 8:00am – 5:30pm

(Scholarships available)

Camp will be held at Fletcher Maynard Academy on Windsor St.

Join us in collaboration with the Kennedy Community School!

Exciting Field Trips, and on-site arts & crafts, sports, science and story-time.

**FLETCHER MAYNARD COMMUNITY SCHOOL
SPRING 2020 REGISTRATION FORM**

Child's Name _____ DOB _____ Age _____ Gender _____

Teacher _____ Grade _____ Room # _____

Address _____

Ethnicity:

African Am _____ Latino _____ Haitian _____ Caucasian _____ Asian _____ Other _____

Parent/Guardian Name (1) _____

Relationship _____

Home Number _____ Cell Number _____ Work Number _____

Email Address _____ (please print clearly)

Parent/Guardian Name (2) _____

Relationship _____

Home Number _____ Cell Number _____ Work Number _____

Email Address _____

Emergency Contact Name (1) _____

Relationship _____

Home Number _____ Cell Number _____ Work Number _____

Emergency Contact Name (2) _____

Relationship _____

Home Number _____ Cell Number _____ Work Number _____

Does your child have an IEP (Individual Ed Plan) Yes _____ No _____

Does your child have any allergies or medical conditions that we should be aware of? Yes _____ No _____

If yes, please describe:

Does your child have an Epi Pen? Yes _____ No _____ Does your child have an inhaler? Yes _____ No _____

I hereby give permission for my child to participate in all **Fletcher Maynard** Community School activities and trips.

Parent/Guardian Signature _____ Date: _____

I hereby give permission for my child to walk home when class is dismissed (Age 9+ only).

Parent/Guardian Signature _____ Date: _____

I give my permission to the City of Cambridge/Community Schools to use photographic and video images of my child and family for publicity purposes. I acknowledge that publicity could include the use of our names and images in any slide shows, websites, social media, or articles submitted for publication and distribution.

Parent/Guardian Signature _____ **Date:** _____

Fletcher Maynard Community School

Spring 2020

Jr. K & Kindergarten Class Selection Form (Scholarship available for families that qualify)

Child's Name:	FEE	1 st Choice
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MONDAY

4:00 – 5:00	Music & Movement	\$125	
5:00 – 6:00	Rotation Station	\$125	

Monday Total \$ _____

TUESDAY

4:00 -5:00	Farrington Nature	\$125	
5:00 - 6:00	Rotation Station	\$125	

Tuesday Total \$ _____

WEDNESDAY

2:00 – 3:00	Outdoor Play	\$125	
3:00 - 4:00	Creative Movement	\$125	
4:00 - 5:00	MFA: Artful Adventure	\$125	
5:00 – 6:00	Rotation Station	\$125	

Wednesday Total \$ _____

THURSDAY

4:00 - 5:00	Yoga	\$125	
5:00 – 6:00	Rotation Station	\$125	

Thursday Total \$ _____

FRIDAY

4:00 - 5:00	Games Galore	\$125	
5:00 - 6:00	Rotation Station/Outdoor Play	\$125	

Friday Total \$ _____

For office use only:	
Check # _____	Check # _____
Amount: \$ _____	Amount: \$ _____
Date: _____	Date: _____
Balance: \$ _____	Balance: \$ _____

Total for Classes	\$ _____
April Vacation Camp	\$200 or \$225 \$ _____
TOTAL DUE	\$ _____

Parents Signature _____

Fletcher Maynard Community School –Spring 2020

1st – 5th Grade Class Selection Form (Scholarship available for families that qualify)

Child's Name:	FEE	Mark Choice
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MONDAY

4:00 – 5:00	Homework & Reading	\$100	
	Chess Wizards	\$170	
5:00 – 6:00	Music & Movement	\$100	
	Music Production	\$100	

Monday Total \$ _____

TUESDAY

4:00 – 5:00	Homework & Reading	\$100	
	Mixed Media Art	\$120	
	Taekwondo	\$150	
5:00 – 6:00	Little Bits Creatures	\$100	

Tuesday Total \$ _____

WEDNESDAY

2:00 - 3:00	Homework & Reading	\$100	
	Knucklebones Sports	\$125	
3:00 – 4:00	MFA – Artful Adventures	\$120	
	Homework & Reading	\$100	
4:00 – 5:00	Basketball Club	\$85	
5:00 – 6:00	Model Magic	\$120	
2:00 – 6:00	½ Hour Private Piano Lessons	\$300	

Wednesday Total \$ _____

THURSDAY

4:00 – 5:00	Homework & Reading	\$100	
	Mad Science	\$210	
5:00 – 6:00	Yoga Unwind	\$105	

Thursday Total \$ _____

FRIDAY

4:00-5:00	Parkour	\$140	
5:00 – 6:00	Builders Club	\$100	

Friday Total \$ _____

For office use only:	
Check # _____	Check # _____
Amount: \$ _____	Amount: \$ _____
Date: _____	Date: _____

Total for Classes	\$ _____
April Vacation Camp	\$200 or \$225 \$ _____
TOTAL DUE	\$ _____

Parent Signature _____



City of Cambridge
Department of Human Service Programs
Information Release Form

(PRINT Child's Name)

(Name of School)

Please circle one: **NEW STUDENT** **RETURNING STUDENT**

I am applying for: (Please check all your program choice(s).)

Youth Centers

- Frisoli Pre-teen
- Frisoli MSP
- Gately Pre-teen
- Gately MSP
- Moses (Area IV) Pre-teen
- Moses (Area IV) MSP
- Russell Pre-teen
- Russell MSP

(MSP=Middle School Partnership)

Community Schools (CS)

- Amigos/CPort CS
- Elm Street CS
- Fitzgerald CS
- Fletcher Maynard CS
- Haggerty CS
- Harrington CS
- Kennedy CS
- King CS
- Linnaean CS
- Longfellow CS
- Morse CS
- Tobin CS

Afterschool Childcare

- Fletcher Maynard K-3
- King K-2
- King 2-5
- Morse K-2
- Morse 3-5
- Peabody K-2
- Peabody 2-5

King Open Extended Day (KOED)

Preschool Childcare

- East Cambridge
- Haggerty
- King Open
- M. L. King
- Morse
- Peabody

Recreation

- Camp Rainbow
- The Cambridge Prgm
- War Memorial

I hereby authorize the Department of Human Services (DHSP) to observe my child in his/her school day classroom or program and to discuss my child's educational, physical, medical, psychological and/or other needs with his/her teachers, specialists, therapists, medical providers and other caregivers for the purpose of evaluating his/her participation in DHSP's out of school time (OST) and preschool programs.

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____ Date: _____

I decline authorization: _____ Date: _____

**PERMISSION TO OBTAIN STUDENT RECORDS
(IEP, 504 Plan, behavior plans)**

I hereby authorize my child's school/program to release my child's records including his/her Individualized Education Program (IEP), Behavioral Intervention Plan and/or Section 504 Plan. DHSP will not disclose the content of any such records to any other party without my written consent, except as DHSP may be required by law to do so. All records will be used for the purpose of evaluating my child's participation in DHSP's out of school time (OST) programs.

Parent/Guardian Signature: _____ Date: _____

I decline authorization: _____ Date: _____

