

September 2, 2009

Dear Parents,

At Hilliard Station, homework is an important part of the educational process that promotes growth and responsibility, self-direction, and learning. The Hilliard Station staff encourages and supports students in the successful completion of assigned work, and will continue our commitment to support our students.

Beginning Monday, September 14, 2009, Hilliard Station teachers will offer a guided-study program to provide our students with additional support to complete daily homework, long-term projects, or review basic skills. We will offer an afternoon program Monday through Thursday, from 2:25 to 3:25 p.m.

The following are two necessary requirements that parents need to carefully consider before making a decision to register your child:

- 1. It is imperative that transportation be arranged, so that your child can be picked up from the afternoon session. Your child must be picked up promptly at 3:25 p.m. If your child is not picked up on-time more than once from the afternoon session, he or she may be asked to withdraw from the guided study program.**
2. It is necessary for the instructors to work free of disciplinary problems. If any student consistently misbehaves, he or she will be excluded from the guided study program(s).

If your child is interested in receiving the benefits of one, or both, of these programs please complete the permission slip on the next page and return it to the office as soon as possible.

Thank you for your consideration. If you have any questions or concerns, please feel free to contact me.

Sincerely,

Bruce P. Stephanic

BPS/ksm

Hilliard Station Permission Slip

Afternoon Guided Study Program

Student Name _____ Homeroom _____

Address _____

Home Phone _____ Parent's Daytime Phone _____

_____ My child has my permission to participate in the afternoon guided study program,
and will be picked up promptly by 3:25 p.m.

Please check the day(s) and session(s) that your child will attend: (Attendance will not be taken on a daily basis. We are only asking for this information for staffing purposes. If a student cannot attend every session that is checked, we understand. Thank you!)

Afternoon Session:

_____ Monday _____ Tuesday _____ Wednesday _____ Thursday

By signing this permission form, I understand that I am responsible for transportation; dropping off or picking up at the correct time, and that my student is expected to follow the rules and guidelines associated with Hilliard Station's guided study programs.

Parent Signature _____ Date _____