

## Early Club Policies & Procedures

Canyon is excited to continue to offer Early Club free of charge to parents. Early Club is reserved for parents who need to drop their student(s) off between 6:30 am and 7:25 am.

All who participate in Early Club must follow these procedures. Parents/guardians who do not follow the procedures outlined below will be unable to use Early Club. Additionally, students who exhibit inappropriate behavior during Early Club will be unable to continue participation.

- An Early Club Sign Up Form must be on file with the front office.
- Early Club sign in is 6:30 am – 7:25 am. The gate will not open earlier than 6:30 am and it will close at 7:25 am. Please, do not ask the Early Club teachers to open the gate prior to 6:30 am. For parents needing before school care prior to 6:30 am I recommend contacting a daycare with a transportation system.
- You may utilize the Office drive to drop off your student until 7:10am. After 7:10am, you must park in a designated parking spot before walking your student.
- The parent/family member transporting the student to school must walk their student into Early Club and sign them in each day.
- Food cannot be eaten during Early Club, however, students may bring breakfast to eat at 7:30 am in the Café.
- Electronic devices may not be used during Early Club.

I appreciate your understanding and cooperation. By following the procedures in place Early Club will continue to be a successful program that parents/guardians can rely on for cost-free student supervision!

Thank you,

Suzanne Smailagic  
Principal  
Canyon Pointe Academy  
[ssmailagic@pointeschools.org](mailto:ssmailagic@pointeschools.org)



# Early Club Form

Dear CPA Families,

In order to better accommodate the families at CPA, we will be continuing our Early Club. Students are able to participate in a variety of activities including board games and coloring while being supervised by one of our staff members.

Students may be dropped off between 6:30-7:25am and must be signed in by a parent/guardian.

If you have any questions regarding additional after school clubs and The Late Club, please contact the front Office (602.896.1166).

We appreciate your cooperation and thank you for being a part of our team.

Respectfully,

Mrs. Suzanne Smailagic  
Principal

Child/Children's Name(s): _____ _____
Parent/Guardian Name: _____
Parent/Guardian Name: _____
Allergies: _____ _____
Additional Comments: _____ _____ _____

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_