

# PIRATE CARE

Parent Handbook  
2023 - 2024



Pearl ECEC  
Pearl Lower Elementary  
Northside Elementary  
Pearl Upper Elementary  
[www.pearlk12.com](http://www.pearlk12.com)

## Contact Information

**Director** ..... **Joan Ishee**  
**Director's Phone** ..... **601-933-9004 / 601-942-6423**  
**Pearl Upper Site's Phone** ..... **601-664-2246**  
**Northside Elementary Site's Phone** ..... **601-942-6423**  
**Pearl Lower Site's Phone** ..... **601-932-7979**  
**Early Childhood Education Center Site's Phone** ..... **601-942-6423**

## Site Information

**Pre-K (ECEC Students)**..... **Pearl ECEC**  
**Kindergarten and 1<sup>st</sup> Grade Students** ..... **Pearl Lower Elementary**  
**2<sup>nd</sup> through 3<sup>rd</sup> Grade Students** ..... **Northside Elementary**  
**4<sup>th</sup> through 5<sup>th</sup> Grade Students** ..... **Pearl Upper Elementary**

## Non-Discrimination Statement

Students, their families, employees, and potential employees of the Pearl Public School District are hereby notified that Pearl Public School District is an equal opportunity employer and educator who fully and actively supports equal access for all people, regardless of race, color, religion, gender, age, height, weight, marital status, political beliefs, national origin, veteran status, disability, genetic information or testing in employment, vocational programs, or activities as set forth in compliance with federal and state statutes and regulations. We prohibit retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination. Any person having inquiries or complaints on the basis of discrimination of gender and/or disability concerning Pearl Public School Districts' compliance with Title II, Title VI, Title IX and/or Section 504 may contact:

April Harwell  
Federal Programs Director  
Pearl Public School District  
3375 Highway 80 East  
Pearl, MS 39208  
(601) 933-9002  
aharwell@pearlk12.com

Cedric Graham  
Title VI and IX Coordinator  
Pearl Public School District  
3375 Highway 80 East  
Pearl, MS 39208  
(601) 932-7921  
cgraham@pearlk12.com

Dr. Breanne McLendon  
504 Coordinator  
Pearl Public School District  
3375 Highway 80 East  
Pearl, MS 39208  
(601) 932-7921  
bmclendon@pearlk12.com

## **IMPORTANT DATES 2023 - 2024**

|                     |  |
|---------------------|--|
| August 7            | First Day of school/First Day of Pirate Care                   |
| September 4         | School holiday/Pirate Care closed                              |
| October 11-13       | School Holidays/Pirate Care closed                             |
| October 16          | Parent Teacher Conferences /Student Holiday/Pirate Care closed |
| November 20 - 24    | Thanksgiving Holidays/Pirate Care closed                       |
| December 22         | School dismisses early/ Pirate Care closed                     |
| December 25 – Jan 4 | Christmas Holidays/Pirate Care closed                          |
| January 5           | Professional Development/Student Holiday/Pirate Care Closed    |
| January 8           | Students return to school and Pirate Care                      |
| January 15          | School Holiday/Pirate Care closed                              |
| February 19         | School Holiday/Pirate Care closed                              |
| February 20         | Professional Development/Student Holiday/Pirate Care closed    |
| March 11 - 15       | Spring Break/Pirate Care closed                                |
| March 29            | School Holiday/Pirate Care closed                              |
| April 1             | School Holiday/Pirate Care closed                              |
| May 24              | School dismisses early/Pirate Care closed                      |

***March 18, 2024 – Pre-registration begins for Pirate Care (for all students entering kindergarten through fifth grade—this includes current ECEC students)***

## **FEES AND DUE DATES**

Pirate Care receives no funds from the Pearl Public School District; it is totally self-supporting, and all expenses are covered by tuition payments. Every hour your child will attend as a full-time PIRATE CARE participant has been calculated and divided so that you pay the same amount monthly. This takes into account short months like December and those months with five weeks.

**Registration: \$25 per child**

Annual, non-refundable fee for supplies

**Tuition:**

**\$165 per month (August through April)\***

This charge covers all expenses. The month of May is factored in to give you the same payment each month. If your child does not attend in August, there will be a May charge.

*\*When paying in cash bring exact change. No change is available on the premises.*

❖ If there is a need for your child to drop out of Pirate Care, please notify the site administrator or the Pirate Care Director at [jishee@pearlk12.com](mailto:jishee@pearlk12.com).

**Tuition Due Dates:**

| Due                           | Late After                  |
|-------------------------------|-----------------------------|
| Monday, August 7, 2023        | Friday, August 11, 2023     |
| Friday, September 1, 2023     | Thursday, September 7, 2023 |
| Monday, October 2, 2023       | Monday, October 13, 2023    |
| Wednesday, November 1, 2023   | Tuesday, November 7, 2023   |
| Friday, December 1, 2023      | Thursday, December 7, 2023  |
| Monday, January 8, 2024       | Friday, January 12, 2024    |
| Thursday, February 1, 2024    | Thursday, February 7, 2024  |
| Friday, March 1, 2024         | Thursday, March 7, 2024     |
| Wednesday, April 1, 2024      | Friday, April 5, 2024       |
| *Monday, May 1, 2024          | *Tuesday, May 7, 2024       |
| * those having to pay for May |                             |

**If tuition is not paid in full within five (5) working days, an additional \$20.00 late fee will be charged. Within three (3) working days of the "late after" date, the child(ren) will be suspended from Pirate Care. For reinstatement, a conference with the site administrator and the Pirate Care director will be required.**

**Other information regarding tuition:**

1. Tuition will not be prorated; it will remain the same regardless of the number of days the child attends as a full-time Pirate Care student.
2. Make tuition checks payable to: Pearl Pirate Care-ECEC, Pearl Pirate Care-Lower, Pearl Pirate Care-Northside, or Pearl Pirate Care-Upper depending on where your child attends.
3. There will be a \$20 charge for returned checks.
4. Cash or money order will be required after the first returned check.
5. No child may attend PIRATE CARE until: A.) registration and tuition are paid, B.) registration papers are completed and on file.
6. If your child does not attend Pirate Care the entire month, then a charge of \$10.00 a day will be collected. This will need to be discussed with the Pirate Care Director.

## POLICIES AND PROCEDURES

### Discipline:

Discipline is maintained in PIRATE CARE through the positive approach of Assertive Discipline. Children will be informed of all rules and regulations. When a child disobeys, discipline will be handled in the following manner:

1. The child will be given a verbal warning.
2. If misbehavior continues, the child will be removed from the group for a short period of "time out".
3. If the problem behavior continues, the child will be removed from the group for the remainder of the activity time, and the matter will be discussed with the parents at pick-up. A Discipline Action Report will be completed when deemed necessary by the Site Administrator. The report will be submitted to the Pirate Care Director.
4. A second Discipline Action Report will automatically constitute a parent conference; **a third report will result in dismissal from the program.**
5. Pirate Care will adhere to all policies and procedures listed in the Pearl Public School District Student/Parent Handbook.

Please let the Site Administrator know if anything happens at school or home which would affect the child's behavior.

Parents are expected to work with all the Pirate Care staff to help the children develop self-discipline. **Pirate Care reserves the right to dismiss any child that fails to adjust adequately. If a student is dismissed from the program for misbehavior, there will be no refund.**

If conflict arises, parents must direct their concerns to the Pirate Care Director or Site Administrator, not another employee.

### Homework:

Pirate Care will provide the time and setting that is conducive for students to do their homework. Staff members will provide assistance in the form of clarification of instruction and supervision. It's our goal to encourage the children to stay on task and work productively so that, hopefully, at the end of the homework session their work will be complete.

Parents should understand that Pirate Care is **not a tutoring program**; sites are staffed to work with students in a group setting and, therefore, we cannot devote one-on-one assistance to each child. Because of the school setting, we find that most children do well and have little problem with homework completion. Time limits for homework sessions will be set according to age/grade level appropriateness. \*The lower grades will allow a 30-minute homework session.

It's the student's responsibility to acknowledge that they have homework.

Pirate Care will conduct daily, supervised homework sessions for those students having homework. *Homework is only checked for completion.* **Please review your child's homework for correctness.**

## **Uniforms:**

Students are required to remain in school uniform during Pirate Care. There will be no changing of clothing unless supervised by the parent.

## **Personal Belongings:**

Pirate Care will not be responsible for any toys, games, jewelry, balls, etc. Any items left at Pirate Care will be placed in our lost and found. Please periodically check our lost and found for items belonging to your child.

## **ARRIVAL AND DISMISSAL**

1. Every day each child will be “checked-in” by the Site Administrator/Instructor.
2. To ensure the safety of every child, parents must sign the child out daily (noting the time) on the attendance sheet in the program room.
3. Children will **ONLY** be released to those individuals listed on the release form filled out at registration. Any exceptions must be put in writing to the Site Administrator. Photo ID may be required. Be sure to include individuals that need to pick your child up for dance, music, soccer, baseball, etc. If you need to add individuals during the year, please do so with the Site Administrator.
4. Children may not be picked up from Pirate Care before 2:30 (2:00 on Wednesdays). This gives us a chance to get them checked in and accounted for that day. This also gives all buses and vans time to clear the parking lot.
5. Students need to be picked up from Pirate Care by **5:45 p.m.** A fee of \$1.00 per minute per child will be charged for late pick-up beginning at **5:46 p.m.** according to the clock in the program room. Payment is due within one school day. Pirate Care reserves the right to terminate any chronic offenders.

**\* Be sure all of your contact phone numbers are correct and updated at all times. You can give this information to the site administrator when you pick your child up at school if there are any changes.**

## ABSENCES

### Full-Time Students:

Please call Pirate Care after 2:00 (1:30 on Wednesdays) to let them know that your child will be absent.

## EMERGENCIES

### Medical:

Medical emergencies will be handled in accordance with the medical authorization forms completed by the parents at the time of registration and on file with the Site Administrator.

Parents should make Pirate Care staff aware of any medications taken regularly by their child, allergies, and other pertinent information relevant to the health of the student.

### Tornadoes and Fire:

The Pirate Care site will hold regular drills for these types of emergencies so that all students will be prepared.

### Early Dismissal of School Due to Emergency:

In the event that school is dismissed early (due to weather or other emergencies), PIRATE CARE will close. ***Parents will be notified via calling system, radio, and/or TV. Your child will be dismissed from their school and must be picked up at their school.***

### Early Dismissal of Pirate Care Due to Emergency:

In the event that Pirate Care is dismissed early (due to weather or other emergencies), ***parents will be notified via automated calling system. Please make sure to notify Pirate Care and your child's school of any change in contact information (phone numbers and email addresses). Be sure to monitor television, radio, district Facebook and Twitter, and website ([www.pearlk12.com](http://www.pearlk12.com)) during times of inclement weather.***



The Mission of Pearl Public School District is to prepare each student to become a lifelong learner, achieve individual goals, and positively impact a global society.