



Augusta Savage Mentoring Center

Facility Rules and Procedures

Facility Rules:

- No running in facility.
- No loud talking or offensive language.
- No bullying or disrespectfulness in class.
- No food or drink in facility (unless approved or provided by instructor).

Facility Procedures:

- You must be registered in a class to be admitted to the facility.

ADDITIONAL RULES

Parents must notify the Instructors/Tutors/Councilors of absences before the start time.

Unexcused absences: (no prior notification) and excessive/repeated absences will result in removal from the class/sessions, and all three enrollment forms must be re-submitted and approved by the city before the student is allowed to return to the center.

Parents must have a visual contact with the Instructors/Tutors/Councilors at drop off and pick up times. Parents may never drop off and drive away before making contact with the Center's representatives.

I have read the above Rules and Procedures to my child (name) _____ and we both understand and agree to follow them as stated. I also understand and agree that should the above not be followed, my child may be removed from participating in classes offered by the Augusta Savage Mentoring Center.

Parents name:

Parent's signature: _____ Date: _____

Please return form to:
City of Green Cove Springs
Attn: Kimberly Thomas
321 Walnut Street
Green Cove Springs, FL 32043
Or email to kthomas@greencovesprings.com