



CLASS PARKS

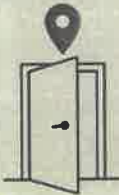
DROP IN HOURS/TEEN AFTERSCHOOL CLUB PROGRAM ADMINISTRATION (P.A.2)



What are Drop In Hours?

Drop-in hours are the equivalent of an Afterschool Club for your Teens. Drop-in Hours should be Monday through Friday for all Facilities (Usually Parallel to the LAUSD Calendar); Saturdays are optional based on each facility.

- Hours can be determined by the facility staff.
- E.g. Teen Club Afterschool Hours: 4pm-6pm



Where Should We Host Our Drop In Hours?

You should have a designated room for your teens to visit daily, what we refer to as a "Teen Club Room."

This room should be welcoming and geared towards youth.

- Homework and Study area
- Board Games
- Computers
- Reading Materials
- Writing Materials
- Music Equipment
- Access to Sports Equipment



What should happen daily in our "Teen Club Room" during Afterschool Hours?

- This is when your teens can get homework help, hang out, chat, and chill with staff and other teens in the program.
- Drop-in hours need to be regulated and SUPERVISED.
 - Every facility receives 20hrs per week. These are the hours designated for drop-in. Hours should be supplemented to accommodate all Teen Club activities.
 - This is also where you utilize your key Recreation Assistants to help with supervision and homework assistance.
- Coordinators and Directors should spend time with teens in their programs; this is how relationships and respect for one another are formed.



SNACK!

- Feed your teens. Snacks should be provided. It doesn't need to be a fancy meal, but having access to snacks can make a world of difference for teens.
 - This is what you receive Smart and Final reimbursements for!