



# Herndon MS Night Hawk Family Guide

## 2024-2025 After School Program

Questions? Contact Liana Shivers, After School Specialist

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### What is Night Hawk?

The Night Hawk after-school program provides Herndon Middle School students with a safe, nurturing, and enriching environment to spend those critical hours between school dismissal and when parents return home from work. We provide activities that cultivate the FCPS pillars of the Portrait of a Graduate and encompass academic support and enrichment, social skills and youth development, and physical and mental wellness. We also foster school, family, and community connectedness.

At Herndon MS students can participate in a variety of extracurricular activities at no cost to families such as:

- Academic support or extra teacher help
- Science, Technology, Engineering, Arts, and Mathematics (STEAM) Activities
- Sports such as basketball, volleyball, or cross-country
- Volunteering and leadership opportunities
- ...and more!

Students are supervised at all times, receive a snack Monday through Friday, and are offered late bus transportation Monday through Thursday. We encourage students to **attend Night Hawk activities regularly**. Students who regularly participate in afterschool activities gain the most benefits.

#### The Benefits Students Experience from Participating in Night Hawk:

- Improved academic performance & classroom participation
- Increased participation in healthy recreational activities
- Better peer & student-adult relationships
- Improved student behavior
- Improved school attendance
- Increased school, family, and community partnerships

#### The Daily Night Hawk Schedule



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2:15 – 2:30 PM	Students go to the cafeteria to sign in and eat snacks.
2:30 – 2:40 PM	Staff pick up students from the cafeteria for their Block A session.
2:30 – 3:15 PM	<b>Block A</b> activities
3:15 – 3:20 PM	Students transition to their Block B activity or go home.
3:20 – 4:50 PM	<b>Block B</b> activities
4:50 – 5:00 PM	Students who ride the late bus or are being picked up by a parent at the Kiss & Ride must report to the cafeteria by <b>4:55 pm for dismissal.</b>  Students who walk home must exit through the front of the school at Door 1 near the Main Office.  <b>There are no late buses on Fridays.</b>

## How to Participate in Night Hawk

Parents or guardians register their student(s) for the Night Hawk program. **All students staying after school for any reason must be registered for the Night Hawk program.** Registration is only required to be completed once during the school year. Parents can register their students by completing the form at the following link,

- English: [bit.ly/HerndonAfterschool](https://bit.ly/HerndonAfterschool)
- Spanish: [bit.ly/HMS-AS](https://bit.ly/HMS-AS)

## Dismissal & Late Bus Information

- Late Buses are available Monday through Thursday. There are no late buses on Fridays. Fridays are walking or parent pick-up days.
- **Late bus numbers and stops are different from school day numbers and stops.** The bus number will begin with "HILR" and the stop may be a little further from your house. Please refer to the Late Bus Route list at the end of this packet to see your closest stop and bus number. **Students should know their stop as they will share it with the bus driver the first time they ride the late bus.**
- Parents picking up students should go to the Kiss & Ride, located behind the school in the bus parking lot near Door 6 by 4:50 pm.
- All students who **walk home** should exit the building at Door 1 near the Main Office.



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## Night Hawk Expectations & Policies

We strive to provide a safe, nurturing, fun, and enriching environment where students can explore interests and hobbies, take on leadership opportunities, connect with their peers and trusted adults, and thrive academically, socially, and emotionally. The following expectations and policies help us to ensure that all students feel welcome, safe, and supported in the Night Hawk program.

Violations of the expectations and policies listed may result in a phone call home or being sent home from Night Hawk for the day. **Repeated violations may result in suspension from Night Hawk or permanent loss of Night Hawk privileges and possible in-school consequences.**

### Academics

- Students with academic obligations must fulfill those before attending a non-academic activity. Students with Ds and Fs must reserve their Block A activity for additional support from teachers to participate in Block B activities.

### Attendance

- Parents **must register students** to attend Night Hawk.
- Students **must sign in** on Schoology every day they plan to attend Night Hawk by 2:30 pm.
- Students must be in the cafeteria **by 2:20 PM** to stay after school that day. There will be days when we cannot meet in the cafeteria. Students should report to Gym 1 (the Main Gym) instead.
- Students **are not allowed to leave the building** during Night Hawk and then return. This includes stepping outside for a moment. Once the doors close, students will not be allowed back into the building.
- Students **are not allowed to leave school early and then return for Night Hawk.**
- If a student is absent from school, they are not allowed to participate in Night Hawk that day.
- Students must be at a supervised activity at all times during Night Hawk. Students are not allowed to wander the hallways or school grounds.
- Students waiting for parent pick-up must wait in Hawk's Nest or near the main office under adult supervision.

### Cellphone

- In alignment with Students' Rights and Responsibilities, students are not allowed to use their phones after 2:40 PM outside of parent communication approved by Night Hawk staff.



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- During the 2:15 - 2:40 PM time frame, **pictures, videos, FaceTime, calling, and texting are not allowed** unless approved by staff. Students must watch appropriate media and wear headphones if listening to music/sound.
- **Violation of cellphone policy will result in phone confiscation.**

### Dismissals & Transitions

- All **students must sign out** on Schoology before leaving Night Hawk.
- Students must go directly to their next activity or leave the building at the 3:15 transition.
- Students are not allowed to wander the hallways or school grounds.
- Once a student has signed into their Block B activity, the student is not allowed to leave early unless staff have received parental permission. Students leaving early must check out at the Main Office.
- Once a student has signed into their Block B activity, they are not allowed to change activities without staff approval.
- Students who ride the late bus or are being picked up by a parent at the Kiss & Ride must report to the cafeteria by **4:55 pm for dismissal.**
- Students who **walk home must exit through the front of the school** at Door 1 near the Main Office.

### Food/Snacks

- Deliveries of food and other items during the after-school program are not allowed. Food delivered to the school during programs will be held in the Main Office until 4:50 pm.

### Student Behavior

Students' behavior during the school day may impact their participation in Night Hawk. Night Hawk follows the Herndon MS & FCPS behavioral guidelines which include the Students' Rights and Responsibilities.

- Students must respect everyone at all times.
- Students must follow directions.
- Students must respect the building at all times. This includes helping keep the school clean and throwing away trash after eating their snack. Trashing, vandalizing, or otherwise damaging any areas will not be tolerated.
- Students must keep all body parts to themselves at all times.
- **Fighting (including instigating) and bullying will not be tolerated in the after-school program.**

## Where to Find Night Hawk Updates

### Students & Parents



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- **Schoology:** All links will also be available via Schoology. Students registered for the Night Hawk after-school program will be added to the Schoology group.
- **Talking Points:** Please ensure you are registered for Night Hawk (see above details on how to register). Ms. Shivers will add you to the Talking Points group once registered.
- **After-School News You Choose:** Sign up for the After-School News You Choose at <https://www.fcps.edu/family-resources/family-communication-resources/news-you-choose>. You can find the after-school newsletter under Herndon Middle School.
- **Social Media:** Coming soon... 😊