



WALNUT HILLS HIGH SCHOOL
SINCE 1895

Dear Parents of seventh and eighth grade students,

In an effort to provide additional support for students in grades seven and eight, Walnut Hills will offer a special program after school, "Ascendo."

"Ascendo" is a program that provides a study environment after school each week. Ascendo is a Latin term that means "rise up or ascend". In this program academic support will be provided as well as strategies for achieving at high levels. Subject specific homework help, test-taking skills, essay writing and note-taking are topics that will be addressed. The program will operate two sessions each week. Session 1 will meet Mondays (Latin, math & science tutors will be available) and Wednesdays (Latin, English and social studies tutors will be available.) Session 2 will operate on Tuesdays (Latin, Math & Science) and Thursdays (Latin, English and social studies.) Both sessions will meet after school from 2:40 - 3:30. There is a late bus which runs a very long route in an effort to transport children staying for after school programs. Information regarding the route of this bus may be acquired from the Main Office.

If you would like your student to participate in the Ascendo program please complete the form below indicating your interest. Keep in mind that all teachers have weekly help nights that any student may attend. This program serves as a supplement to existing support mechanisms. Please return the bottom portion of this letter and the "Rules and Expectations Page" on the following page to the main office. Additionally, if you would like to receive emails from the program coordinator Mrs. Schmitz, please send an email to whhsascendo@yahoo.com and put the word "Ascendo Email Sign-up" in the subject line.

Sincerely,

Handwritten signature of Jeff Brokamp
Jeff Brokamp
Principal

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My child, \_\_\_\_\_, in Grade \_\_\_\_\_ has permission to participate in the Ascendo Program.

Parent's Signature \_\_\_\_\_ Parent's Name(s) (Please Print) \_\_\_\_\_ Date \_\_\_\_\_

My child will participate, please circle one: Mondays and Wednesdays or Tuesdays and Thursdays

My contact information is as follows:

Contact phone numbers, home: \_\_\_\_\_ cell: \_\_\_\_\_ other: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please make sure your phone number(s) and email address are legible!
3250 VICTORY PARKWAY CINCINNATI, OHIO 45207
OFFICE 1-513-363-8400 FAX 1-513-363-8420

CINCINNATI PUBLIC SCHOOLS IS AN EQUAL OPPORTUNITY EMPLOYER

## Ascendo Rules and Expectations

Ascendo is a school sponsored program therefore all school rules still apply.

<b>Schedule</b>	<p>Ascendo will run two sessions that will meet either Mondays and Wednesdays or Tuesdays and Thursdays from 2:40-3:30. There will be additional programs on both Fridays and Sundays throughout the year. Students are expected to be in class and ready to work, by the time the bell rings. Our tutors will have a large number of students and we would like to be able to accommodate everyone's needs.</p> <p>If students visit the library or a help night first, they must ask their teacher for a note in order to be admitted to the Ascendo program late.</p> <p>Parents will be notified when students are late and repeated tardiness may result in a suspension of Ascendo privileges for a period of time to-be-determined.</p>
<b>Tutors</b>	<p>Tutors are present to assist students and the program coordinator with the day-to-day successful operation of the program. It is very important that students be respectful of our tutors and follow any and all directions given, even when the program coordinator is occupied.</p>
<b>Preparation</b>	<p>Students should come prepared! Students should bring any binders, folders, homework papers, books, and most importantly their planner every time they attend Ascendo. In some instances students are asked to leave certain textbooks at home. In this case I do have a small number of textbooks for the students to use during the Ascendo program.</p>
<b>Classroom Behavior</b>	<p>Please remind your child that Ascendo is <b>NOT</b> a social hour. Students are here to work on homework, assignments, and study throughout the entire bell. This requires students in general stay in their seats. <b>Misbehaving will not be tolerated.</b></p> <p>Quiet talking with other students on homework related items is allowed as long as they are not disturbing those around them. If students are <b>unable</b> to follow these rules they will be asked to leave and a parent or guardian will be contacted.</p> <p>On a final note, although we like our students to look their best, Ascendo is not a time for personal grooming. Students should leave lotions, brushes and other items in their bags or lockers.</p>
<b>Location</b>	<p>Students must remain in the classroom for the entire bell. We are not able to dismiss students until 3:30. If it is important that you pick your student up early, please contact me ASAP via phone or email. We will NOT (and cannot) release any student without speaking with their parent or guardian.</p>
<b>Cellphones and iPods</b>	<p>Cell phones must remain in a student's backpack for the entire bell. If you must contact your student please do this through me or the main office. Please! Do not contact your student directly via text or phone call. These situations tend to attract quite a bit of attention and create a disturbance in the classroom.</p> <p>IPOD's are not permitted at this time. In some cases it may be determined that a student would benefit from the use of a music device. These situations will be evaluated by the program coordinator in conjunction with the School Psychologist.</p>
<b>Teamwork</b>	<p>Students may work in pairs provided that they remain focused and on-task. It is also critical that students recognize that working in pairs is a collaborative effort. Each student <b>MUST</b> do their own work on their own paper. Working together is meant to give the students the opportunity to discuss what they are learning. It is <b>NOT</b> intended for 1 student to do the work and others to simply copy. This practice is cheating and any student engaging in this activity in any way will promptly be referred to the school's administration for disciplinary action.</p>

If you have signed your student up for a particular day and they will not be able to attend, please contact me via email ([whhsascendo@yahoo.com](mailto:whhsascendo@yahoo.com) or [schmitj@cps-k12.org](mailto:schmitj@cps-k12.org)) as soon as possible. You may also contact me via phone: 513-349-3598.

I have reviewed the rules with my child and we fully understand the expectations of the Ascendo Program.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent's Signature