



POINT HOPE CHURCH

After School Academy at Point Hope

Family Handbook

2025-2026

Table Of Contents

Ministry of Point Hope Methodist Church	2
Afterschool Advisory Board	3
Afterschool Staff	4
Fees	5
Calendar and Attendance	6
Daily Schedule	7
Transportation	8
Ministry Safe	9

Ministry of Point Hope Church

Point Church Hope offers Afterschool Academy as an outreach of the church's mission to serve the community.

All programming, procedures and policies of the Afterschool Academy will be based on the values of Point Hope Church.

Our Values

Faith - We believe in God's Word and in salvation through Jesus Christ.

Worship - We glorify God as Father, Son & Holy Spirit.

Love - We love God and our neighbor.

Service - We lead authentic Christian lives by serving others.

Afterschool Academy Advisory Board

Pastor Derek Street

Terri Nichols

M.Ed, Ed.S., Elementary and Special Education, Educational
Administration

Adrienne Lauder

M.Ed, Curriculum and Instruction, College of Charleston, Charleston, SC

Cindy Campbell

Ed.D., Adult Education, Capella University, Minneapolis, MN

Elaveni Panneerselvam

M.T.S., Interreligious Context, MTSO, Delaware, Ohio

Afterschool Academy has a distinguished board of educators which will ensure that all policies and procedures are aligned with best practices in Early Childhood Education. Point Hope ensures that students will be in a program that allows each student to be in an environment that fosters a positive academic, social and emotional growth.

Afterschool Staff

Director

Elaveni Panneerselvam (Veni)

M.T.S., Interreligious Context, MTSO, Delaware, Ohio, 2025

Message from Veni:

My name is Elaveni Panneerselvam. I am from India and I'm the Director of Afterschool Academy. I have a passion for education, child development, and community empowerment, and I believe every child deserves a nurturing space to learn, grow, and thrive.

Veni is the Director of the Afterschool Academy.
She will report directly to Pastor Derek Street.

Additional Staff will be hired as needed. All staff will be trained in Ministry Safe and proper background checks will be completed prior to employment.

Families will be notified when additional staff is hired.

Fee Schedule

Fees

\$4000.00 annually for 5 days a week- this includes all early release, teacher workdays, and half day

\$400 per month

\$3,600 annually if paid in total by September 15

\$360 per month for members of the church.

Payment Due Dates August-June

8/15

9/5

10/10

11/7

12/5

1/9

2/6

3/6

4/3

5/3

Late fees of \$50.00 are assessed on the following Tuesday after 6:00 pm after the due date.

Families will be notified on the Monday after the due date if the payment is not received by the due date .

Venmo, cash and checks are acceptable forms of payment.

Enrollment month will be prorated as necessary.

Late fees for pickup will be assessed at \$10.00 per 15 minute increments.

Calendar and Attendance

The Afterschool Academy will begin on Tuesday, August 12. We will continue accepting students until we have reached capacity (18 Students). Afterschool Academy will follow the Charleston County School District Calendar. Afterschool Academy will be closed during Fall break, Winter Break and Spring Break. The Academy will remain open during teacher workdays, early release days, and half days.

The operational hours of the Afterschool Academy will be 2:30 -6:00 pm. (exceptions are made on early release, workdays, and half days)

Attendance

In the event that a student will be absent from the academy, please email Veni the day of each absence. This is a safety measure that will ensure that each child is accounted for daily. The reason for the absence is not necessary just a quick email to Veni so we will not be expecting your child.

Daily Schedule

2:45-3:15 check in/gathering video/snack/bathroom visit

3:15-3:45 homework and quiet time

3:45-4:15

Recreation Time (indoor, outdoor, station activities, etc)

4:15-4:45

Group Story time/ Character development (whole group)

4:45-5:15

Group activity: May be specialized for the day

5:15-5:45

Recreation time (indoor, outdoor, station activities, etc)

5:45-6:00

Clean up first and end with Dance Party as parents pick up

*May be subject to change

Transportation

Afterschool Academy will not directly transport children. Transportation is available through Charleston County School Transportation.

Once enrolled in ASA you will need to notify your school and teacher that you desire to utilize this stop for the Point Hope After School Program.

The bus stop will be at the intersection of Turgot Lane and Park West Blvd. A staff member(s) will meet the student(s) at the intersection and escort them to the church daily.

Ministry Safe

Point Hope is a Ministry Safe Church. This means that training and adherence to Ministry Safe policies are enforced to keep our children safe.

All volunteers and paid staff will complete the Ministry Safe Training prior to working with children.

Examples of Ministry Safe Policies

Safe Ministry, in the context of churches and religious organizations, refers to the practices and procedures put in place to create and maintain safe environments for all individuals, particularly children and vulnerable adults, within the church community. It involves more than just policies; it's a comprehensive approach to ensure that everyone feels safe, valued, and protected from harm, including abuse.

Here's a more detailed look at what Safe Ministry entails:

Core Components:

Protection from Abuse:

Safe Ministry aims to prevent all forms of abuse, including physical, sexual, psychological, and spiritual abuse.

Creating Safe Environments:

This involves establishing clear guidelines and procedures for all church activities, events, and spaces to minimize risks of harm.

Vulnerable Person Protection:

Safe Ministry recognizes that children and vulnerable adults are at a higher risk of harm and focuses on specific measures to protect them.

Building Trust and Confidence:

By demonstrating a commitment to safety, churches can foster trust and confidence within the congregation and the wider community.