



Elements Nature Program Family Handbook

Welcome new and old friends, we're glad you're here!

-Elements Team

Table of Contents

About this Document.....	page 2
About Elements Nature Program.....	page 2
Mission Statement.....	page 2
Our Philosophy.....	page 2
Homeschool Registration.....	page 3
Curriculum.....	page 3
Students with Learning Differences/Exceptionalities.....	page 4
Registration Procedures.....	page 4
Tuition & Refund Policy.....	page 4, 5
Program Calendar.....	page 5
Emergency Closings.....	page 5
Gear.....	page 6
Daily Rhythm.....	page 6
Arrival & Departure.....	page 7
Absence.....	page 7
Early Arrival.....	page 7
Late Arrival.....	page 8
Late Pick-Up Fee.....	page 8
Health & Wellness.....	page 8
On-site Emergencies.....	page 9
Illness / Injury.....	page 9
Administering Medication.....	page 10
Tick Policy.....	page 11
Behavior Management Policy.....	page 12
Snack & Lunch.....	page 13
Reducing Waste.....	page 14
Signature/Agreement.....	page 15

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***Parents/Guardians reserve the right to review background checks, health care, discipline policies and grievance procedures upon request.*

About this Document

The Parent's Handbook describes the general information about our program, and acts as a guide for parents in making various plans for their child's experience and participation in the program. All guidelines should be read carefully and questions should be asked to the Directors for clarification. Parents of enrolled students will be asked to sign at the end of this document, stating that they have read and understand its contents. Click the highlighted link for further details regarding the [MA gov Camp Policies and Procedures. Recreational Camps and Programs Health and Safety Standards for Reopening](#)

About Elements Nature Program

Elements Nature Program(ENP) was the first pilot program of Elements Learning Collaborative. As an alternative learning program we consult with and are licensed by the Dartmouth Board of Health and fall under the guidelines of a year round day camp. ELC was founded in the summer of 2018 by Rachel Medeiros & Cristy O'Brien. ENP welcomes children ages 4-10 to explore the natural environment, learn through play and hands-on activities, and build friendships and healthy relationships with one another. ENP operates on Tuesdays, Wednesdays & Thursdays for our school year. ENP is located at Round The Bend Farm in South Dartmouth, MA, where we spend 80-100% of the day outdoors. ENP also operates a weekly summer camp at RTB during July & August.

ELC Mission Statement

Our mission is to provide children of diverse backgrounds with a holistic, joyful and child-centered learning experience in nature, which fosters social and emotional development as well as responsibility and independence.

Our Philosophy

Elements offers a healthy alternative learning option for Southcoast families with the idea that “play is the work of children....” (J. Piaget). We believe that in order for learning to be impactful, it should be applicable, intrinsically motivating, and therefore fun. Our method is a hands-on learning approach providing the right conditions for each child to grow academically, socially, physically and emotionally. This natural, yet innovative and progressive pedagogy allows children to explore and connect with their world in a positive way. Making positive and nurturing connections at the beginning and throughout one's education is important to how one interprets, relates, and reacts to new information. Elements offers children the opportunity to make healthy connections to the natural world and our community.

ENP encourages children to explore and discover work, helps develop their independence for learning and fosters an environment of respect and socialization. We understand that all children grow individually and at

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their own pace, and we respect each child as an individual. We help children to reach their individual goals to contribute to their ongoing development and learning.

Elements will utilize nature and our community as the wellspring of resources to create an open-ended, emergent curriculum that allows children to grow into lifelong learners. Based on the seasons, the curriculum will allow for children's interests and multiple intelligences to lead the flow through a holistic learning experience. We believe that a healthy connection to one's community is crucial to guiding children to become positive contributors to society. We model respect for all living things and hope to inspire the children to be stewards of the Earth alongside us.

Homeschool Registration

All children participating in a school year at ENP, ages 6 and older will be registered as homeschoolers by their parents with their respective school districts. Information on when and how to register your child with the school district can be obtained by calling your city or town school dept or visiting their website. We are happy to answer more specific questions and provide further resources on the topic and logistics of homeschooling. Please inquire as needed. Elements is not responsible for corresponding with school systems.

Curriculum

Learning at Elements Nature Program will include, but is not limited to:

- Exploration and stewardship of nature
- Literacy
- Gardening
- Mathematics
- Physical & Human Geography
- Languages
- Science
- Engineering
- Social/Emotional Skills
- Art
- Music
- Movement
- Yoga/Qigong/Meditation
- Farming
- Nutritional cooking & eating

Our curriculum is based on the natural seasons of our climate. We use the natural setting of the farm, fields, and nature trails as our classroom. The children are outdoors in all types of weather, immersed in hands-on learning. The children are reminded to come prepared each day and wear appropriate clothing and sturdy shoes during our outdoor time. We will walk to and from the gardens and the Audubon trail head.

Observation and documentation are key concepts of our method and can be handwritten, recorded, or photographed. Documentation provides a way to look at the development of each child in all domains, as well as creates a window for parents to peer inside the daily life of the program. We also refer to our documentation to plan lessons for each child as well as projects for small groups. We keep a workbook for each child to collect work samples, art, dictated responses, photos, and other pertinent information.

Elements Learning Collaborative values family and community participation. At Elements parents and staff work together in collaboration as a team for each child—to help ensure each child's progress. Through

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newsletters, child workbooks, and various opportunities to volunteer, parents and staff can work together creating an environment of growth and compassion.

Staff: Child Ratios

Staff must maintain the appropriate staff:child ratio at all times. The staff:child ratio is no less than 1 staff member for every 5 children at all times. This rule is all-encompassing and covers the tent area, fields and all Round The Bend grounds. When in a field, the staff member must remain no more than 20 yards distance from children. There are to be two Health Care Supervisors on staff at all times. All staff members are responsible for the day-to-day safety of every child. All unsafe conditions must be brought immediately to the attention of the Health Care Supervisor and Administration. All major injuries(head injuries, excess bleeding, breaks/sprains/fractures, 911 calls) must be documented using the Injury Report Form. All minor injuries (cuts, scrapes, scratches, head bumps) must be documented in the child's folder.

Students with Learning Differences/Exceptionalities

Elements holistic teaching philosophy and methodology allows for our staff to accommodate most learners. We believe that all education is special education and differentiated instruction is crucial. All enrolling learners & families, including learners with existing Learning Differences or who have had an IFSP, IEP, 504 in the past, will have the opportunity to a meet with the Directors of ENP prior to the start of the program to determine if and how the child can succeed in the given environment and what accommodations and/or modifications are necessary. A trial period helps ensure that ENP is the right fit for each learner and their family.

Registration Procedures

In order to participate in ENP, parents must provide the following for their child:

A Completed Registration Form for Current Program

Consent & Waiver Forms

Proof of Recent Physical (within 18mos)

Up to Date Immunization Records OR Exemption Letter

Non-Refundable Tuition Deposit & Acknowledgement of Payment Plan OR Full Payment

Welcome Interview (optional but encouraged)

Tuition Policy

A sliding cost scale allows Elements to be economically accessible. We ask that families choose the highest cost option that you are financially able to. By choosing the highest cost option that you can afford you are choosing to value diversity and redefine wealth. To us, the Elements Team, wealth is measured by the social and emotional wellness of our diverse community, access to nutritious locally grown and processed food, and

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healthy physical development immersed in a well cared for natural environment. By choosing to enroll your child into an Elements Program and join the Elements Learning community you are making a positive impact on social inclusion in our Southcoast community.

Tuition is due in-full 4 weeks prior to session start. If a payment plan is needed, Elements is happy to collect tuition in installments, with the first installment due 4 weeks prior to the start of the session. All fees and tuition payments are non-refundable. A late fee of \$10 will be applied to any overdue payment.

Refunds

In the event that Elements is closed due to weather, staff illness, public health or public safety, refunds will not be issued. In the event of a participant's family emergency or illness refunds will not be issued. Participants on payment plans will still be obligated to pay in full, for scheduled time. Elements relies on tuition to remain viable as a non profit organization.

Families experiencing economic hardship may communicate through a letter or email to be considered for a partial refund, up to 50% of the amount owed. Partial refunds will be based on resources available to Elements at the time.

Program Calendar

2021 / 22 Elements' Schedule

September 14, 2021 - June 16, 2022

Tuesdays, Wednesdays, & Thursdays 9 am - 3 pm

Orientation for new and returning students will be on **August 27th from 9 am - 11 am.**

First Day is **September 14th, 2021. Our hours are Tuesdays, Wednesdays, & Thursdays from 9:00 am to 3:00 pm.**

Elements will **not meet** during our **Fall Break dates: November 23rd - 25th** nor our **Winter Break dates: December 14th - January 6th.**

Our **Last Day** is **June 16th, 2022**

*See our shared Google Calendar for further calendar details.

Emergency Closings

In the event of a weather, community health or other foreseeable emergency, a Director will text and email parents within 1.5 hours of the start of programming. All efforts will be made to inform parents sooner if possible. For weather related closings, ENP follows the cancellation/early release/late start decisions of the Dartmouth Public Schools, New Bedford Public Schools, Westport Public Schools. If any of these towns

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cancel school due to weather or other emergency, ENP will cancel as well. It is the parents' responsibility to make sure that the ENP Directors have current phone numbers for each family to alert you of any changes.

Gear

Everyday—full water bottles, **peanut/tree nut-free** snacks & a picnic lunch, 2 changes of clothes relative to time of year (these will remain at Elements for emergency use), a face mask, bug spray preferably with tick repellent.

Summer—waterproof sneakers (no open toed shoes), sunscreen, large brimmed sun hat, sun shirt covering shoulders, towel

Fall/Spring—waterproof hiking boots, sneakers with good traction, or rain/mud boots, waterproof raincoats with hood, rain hat, sun hat

Winter—waterproof snow boots, wool socks, a “turtle” face protector/balaclava, wool hats that cover ears, waterproof mittens (no gloves), warm waterproof winter coat with a hood, waterproof snow pants, base layer

Our Daily Rhythm

**This schedule is subject to change. The most updated Daily Rhythm is in your Welcome Guide sent via email.*

9:00 Arrival - Parents park in the large gravel parking lot and walk with children to the Tent or Classroom. All parents sign in and confirm who will be picking up.

9:10 Morning Gathering - We gather under the Tent or in the shade of the cedar tree if needed, sing our morning greeting song and check in with our friends about how they are feeling. A guide introduces the thinking question or topic of study. We discuss the weather and necessary gear.

9:45 Wellness Check - Bathroom, Handwashing, Tick Check, Hydration, Snack,

10:00 Nature Exploration & Lessons - Learners will have the opportunity to lead their own nature exploration & self directed “work.” Teachers will provide lessons based on the children’s recent interest. Small group and large group lessons can take the shape of a walk, a game, a story, play, an experiment, a task/chore, life skill activity, etc. in the given outdoor environment. Visiting educators from our community may join us to teach various skills (fiber art, yoga, farming, music, etc.)

12:00 Wellness Check - Bathroom, Handwashing, Tick Check, Hydration

12:15 Mindful Moment & Lunch - Children get ready for lunch by setting a table or picnic area and unpacking their food & drinks.

12:45 Meditation & Relaxation - Guided meditation, yoga, a story or peaceful music.

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1:15 Wellness Check - Bathroom, Handwashing, Tick Check, Hydration, Reapply Sun Protection & Bug/Tick Repellent

1:30 Nature Exploration - Learners will have the opportunity to lead their own nature exploration & self directed “work.” Teachers will provide lessons based on the children’s recent interest. Small group and large group lessons can take the shape of a walk, a game, a story, play, an experiment, a task/chore, life skill activity, etc. in the given outdoor environment. Visiting educators from our community may join us to teach various skills (fiber art, yoga, farming, music, etc.)

2:30 Pack Up & Wellness Check - Bathroom, Handwashing, Tick Check, Hydration

2:45 Closing Circle - Games, singing, questions, and feelings check in.

3:00 Pick Up - Grown Ups perform a tick check on learners and confirm sign out.

Arrival & Departure

At Round The Bend Farm, teachers will greet families at the Elements Nature Program tent or Classroom (given the time of the season). When it is time for the adult dropping the child off to leave, we ask that the adult tell the child they are leaving, and say goodbye. If the child is having difficulty separating, signal a teacher for assistance. Feel free to call us later if your child is upset when you leave, and we will let you know how he/she/they is doing. We encourage and support the child’s healthy independence throughout the day, as well as during arrival and departure time. Our teachers are here to facilitate and guide our daily routine and gently offer reminders while your child unpacks/packs up and takes outer layers off or puts layers on. We welcome you to remain by the check-in table/door and allow your child to meet you there fully ready or gently offer reminders while your child works through the arrival or departure routine.

Elements Nature Program promotes transportation that minimizes negative environmental impacts and reduces emission output. We encourage car-pooling, and ask that you shut off your engines after parking. If you have a sleeping child in the car, please consider opening the windows instead of idling the engine. When you arrive to pick up your child, let us know if you have a sleeping child to get back to, and we will help your child with a smooth and timely departure.

Absence

If you know ahead of time that your child will be missing a day at Elements, please let us know in advance. This allows us to plan accordingly for staffing and daily plans. If you are unexpectedly unable to make it to the program, or your child is ill, please let us know ASAP that your child will be absent. It is the parents’ responsibility to have the phone numbers of both directors in order to relay messages about absences.

Early Arrival

Please arrive no sooner than 15 minutes before the start of the program. If you have an extenuating

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circumstance, and need to drop your child off earlier than that, parents must let us know in advance prior to 4:30 pm of the day before, so that we can plan accordingly to accommodate an early arrival.

Late Arrival

Please make an effort to drop your child off no later than 15 minutes after the start of the day. This allows your child time to acclimate to the setting before we begin our day. It also allows us to make transitions as a group, as we typically head out to explore at a particular time. If you know ahead of time that your child will be late for a day at Elements, please let us know in advance. This allows us to plan accordingly. If you are unexpectedly going to be late to the program, please let us know ASAP what time we should expect you. On almost all days, we will be exploring the environment away from the drop off area, and will need to know when to expect a late arrival, so we can plan to have a staff member meet your child and get them prepared for the day. It is the parents' responsibility to have the phone numbers of both directors in order to relay messages about late arrivals.

Late Pick-Up Fee

Parents or guardians are to arrive for pick-up no later than 10 minutes after the end of the day (please see Program Calendar or your registration confirmation email for the specific time). If parents arrive more than 10 minutes late, they will be charged a late pick up fee of \$15. For every increment of 5 minutes past the first 10 minutes, an additional fee of \$5 will be charged. For instance; a parent who is 15 minutes late will be charged \$20, 20 minutes late = \$25. Fees will be due on the following day of scheduled programming, or parents may pay a late fee upon picking up their child. If you are running late, please let us know ASAP that you will be late for pick-up and what time you expect to arrive. It is the parents' responsibility to have the phone numbers of both directors in order to relay messages about late pick up.

Health, Wellness & Safety Guidelines

For consistency with children's Health and Wellness issues, each staff member is responsible for the following:

- Be aware of all children's existing health conditions and allergies. If a child is running a fever or has another symptom as listed in the Family Handbook, separate him/her to await the arrival of his/her family or walk him/her to the infirmary area near the bathrooms where arrangements will be made for pick-up.
- If a child has a Health Plan or is taken to the infirmary, all support should be documented in the log.
- Evidence of any type of abuse or neglect must not be tolerated and must be reported to local authorities. The Elements teachers are mandated reporters.
- Always put on exam gloves when treating or assisting a child with blood related injury, vomiting, or bowel and bladder control issues. All contaminated clothing should be placed in a plastic bag, zipped or tied and

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sent home.

- All staff members should follow the proper procedures when checking in or administering medication.
- All medicines will be stored properly out of reach of all children.
- Communicate safety issues to our Director.
- Communicate any incidents, complaints, and charges to the Director.
- Children shall not be deprived of meal, snacks, physical activity or outdoor play as a reward or behavior consequence.
- Children shall not be punished for soiling, wetting, or not using the toilet.
- Follow any and all Covid requirements and mandates set forth by the state.

Child Abuse Reporting

Staff of Elements Nature Program are required by law to immediately report, by telephone to the Massachusetts Department of Children & Families (DCF), any suspicious occurrences of physical, sexual, or emotional child abuse, child neglect, or child exploitation.

Any suspicious occurrences of physical, sexual, or emotional child abuse, child neglect, or child exploitation must be documented and dated with a written report, as well as contacting DCF.

To report child abuse and/or neglect:

Weekdays from 9:00 am to 5:00 pm call the local DCF Area Office.

New Bedford: 508-910-1000 Fall River: 508-235-9800

Weekdays after 5:00 pm and 24 hours on weekends and holidays call the Child-At-Risk-Hotline 1-800-792-5200 MA abuse reporting form

On-site Emergencies

In the event of an on-site weather, health, safety or other emergency, our emergency procedures will be put into action and parents will be notified by a Director via text, and subsequent phone call if needed. Parents may be required to pick their children up early in the event of an emergency. To see all of ENPs Emergency Policies and Procedures [click here](#).

Illness / Injury

Minor injuries will be treated at school by a trained ENP Health Care Supervisor with basic first aid supplies. All Health Care Supervisors carry first-aid kits, as well as consent forms, authorizations, and health records at all times. In emergency situations, such as major injury, or an anaphylactic allergic reaction 911 would be called and a Director would accompany the child in an ambulance to the nearest hospital or hospital of choice

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as indicated on your child's Emergency Contact Form. Each child is required to have an Emergency Contact Form on file with up to date information so we may reach you effectively.

If a child becomes ill while at the program, a parent/guardian will be called to come pick up the child as soon as possible. An ENP Health Care Supervisor will attend to the learner to be sure she/he/they are made to feel comfortable away from other learners. Our "infirmary" is set up in a large private bathroom in the RTB Office building. [Covid requirements and mandates](#)

When To Keep Your Child Home:

In order to maintain the health of all children and staff at ENP, children must be kept home if they present any of the following. Note the guidelines for how long they must remain symptom-free before returning.

- Fever of 100 F or higher, until fever-free for 24 hours (without fever-reducing medications).
- Acute cold symptoms or flu-like symptoms until symptoms improve and are fever-free for at least 24 hours.
- Vomiting or recurring diarrhea in the past 24 hours.
- Conjunctivitis (pink eye), visually confirmed by parent, they will need to stay home until symptoms have cleared.
- Lice, nits (lice eggs), or scabies, until treated and nit/lice free.
- Body/face rash of contagious or unknown origin.
- Chicken Pox, Whooping Cough, Measles, Mumps, Rubella, Scarlet Fever, Hand, Foot & Mouth, Flu. They may return when symptom free for at least 24 hours.

If a child is too sick to explore the outdoors, or participate in group activities, the child should be kept at home. All children who arrive at ENP for the day, are expected to participate in outdoor play and group activities. If your child has had any of the above mentioned symptoms or illnesses, please let us know so that we may inform other parents to take precautions, and so we can disinfect the learning space. Your child's health/personal information will remain confidential as we inform parents of their own child's exposure.

[*See Covid-19 Requirements](#)

Administering Medication

Neither prescribed nor non-prescribed medications shall be administered to a child without written parental authorization. These written instructions shall include the name of the medication, circumstances under which it may be administered, dosage, and frequency of administration. Please request an Authorization to Administer Medication Form as soon as possible if you know your child will need to be administered medication during program hours. If you are able to provide medication before and after program hours, and avoid in-program administration of medication, please do so.

All medications shall be administered by Directors, who are Health Care Supervisors as identified by the

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Dartmouth Board of Health, and must be in the container from the pharmacy, with the appropriate label on it. ENP will maintain a written record of every medication administered. The parent is also responsible for bringing home medication that is no longer being used.

Tick Policy

Ticks are small arachnids that feed on the blood of animals. They are most active from early spring through late summer but can be present and biting year-round. Ticks can carry a variety of diseases including Lyme Disease. Ticks can be very small, especially in the larvae and nymph stages, sometimes smaller than a speck of dirt or a poppy seed.

Prevention

According to Dr. Bradford Harding, do everything in your power to avoid a tick bite. When outdoors, ENP will avoid tick-infested areas to the best of our ability. However, avoiding ticks completely is nearly impossible so we suggest all learners and staff wear long pants and tall socks, and tuck pant legs into socks. We require learners to wear puddle pants throughout the fall, winter, and spring as well as deet-free insect repellent- All Terrain Herbal Armor, Iguana Oil, and Yaya Organics Tick Ban are all good choices. The ENP Team conducts thorough tick checks at least 3 times throughout the day - before/after bathroom breaks, before/after rest, before dismissal. Tick checks at Elements with an ENP Teammate are of easily viewable spots on the body and not areas that would need removal of clothes. A flash light in the bathroom will allow learners to check their own bodies in private. In addition, we ask parents to conduct a tick check before getting in the car. It is advised that showering within 2 hours of being outdoors in tick-infested areas may help remove unattached ticks. Placing worn clothing in the dryer on high heat for 10 minutes will kill ticks. If washing clothes is necessary, wash them in hot water (cold & warm water will not kill ticks).

Tick Removal

It is advised that parents provide consent for prompt tick removal in the event that an ENP staff member discovers a tick on a child. Transmission time of bacteria and virus from exposure to infection vary. The tick may have not been noted prior to arrival at ENP—thus lengthening the time of possible transmission. The ENP staff is trained in the best practice of tick removal. If we find a tick they will bring the child to a private spot to explain to the student the need for removal. The staff person will proceed with the 'tick kit' tools to remove the tick in the following calm, efficient manner:

- With pointed (not blunt) tweezers, grab onto the tick as close to your skin as possible. Tweezers should be on or as close to the ticks head as possible. Pull upwards with a slow, steady motion.
- After the tick is removed, soak gamma oil onto a tiny piece of cotton and secure it to the location with a bandage or tape. Refresh cotton daily or every 12 hours. Keep gamma oil on for a total of 48 hours.

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With Consent the following homeopathic medicine will be administered:

- Take 2 Ledum (homeopathic) pellets 3x/day. Continue for 3 days.
- Take Lymogen 5d (homeopathic) 3x/day. Continue for 3 days

Follow-up:

- Help to boost the immune system by taking Vitamin C, fermented food, probiotics etc.
- If you develop a rash or fever within several weeks of removing a tick, see your doctor.
- To minimize the risk of Lyme & Bartonella, take the antibiotic amoxicillin.

The tick will be placed in a plastic bag with an index card noting the child's name, the date, time and location on the body where it was removed. The card will be given to the parent/guardian at pick-up time.

If you would like to test the tick, UMass Amherst provides this service for a fee. Check out their website for details: <https://www.tickreport.com/>. You can mail in your tick to see if it has any diseases. The complexities of tick testing are well described in this article from the Massachusetts Department of Health and Human Services:

[Tick Identification and Testing Services](#)

[Tick Removal](#)

Behavior Management Policy

Elements Nature Program staff will use appropriate behavioral management techniques including:

- Maintaining proper adult-child ratio & proximity
- Redirection
- Positive, descriptive phrasing
- Choices
- Positive reinforcement
- Teaching and Re-teaching appropriate behaviors visually, verbally, & through practice
- Role-Modeling
- Natural Consequences without shame
- Removal from the group (Child sits out with continued support from grownup(s).)

*When unsafe behavior, including aggression toward oneself, peers, and/or teachers continues throughout a day, week, or repeated over a period of time, and the staff is unable to accommodate the child's needs, it is Elements' policy to have the child picked up by their parents. Sending a child home helps us maintain a safe environment, for all the children attending. The priority must be safety. Often the child who exhibits unsafe behavior is tired, frustrated or needing 1:1 attention. Going home allows the child's parents an opportunity to become immediately involved with assessing the needs of the child. Collaborative problem solving is helpful

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for all involved. If a learner is sent home it is not delivered as a punishment to the child, but as a way to help and support them. A meeting with parent(s)/guardian will be arranged to collaboratively problem solve.

Snack & Lunch

Nut Free & Peanut Free

Elements is a nut free / peanut free zone. Due to the potential risk of anaphylaxis for some participants, please be sure your child is arriving at camp, with clean hands if they had nuts/peanuts for breakfast. Consider avoiding them at your home on the mornings of Elements if possible. There may be other allergens and or sensitivities, therefore we have a careful No Sharing policy at snack and lunchtime. Please be sure you plan accordingly if you have two children in the program, they will not be able to share lunch or snack. Thank you for your understanding in this matter.

During snack, children may have one or two snack items from their lunch box. At lunch, we all sit down as a group and children are encouraged to eat something, but are never forced if they are disinterested or appear unwell. The Elements Team believes in taking care of the natural world, as well as our own bodies. Some of the ways we can do this are by eating a healthy, balanced diet, and reducing both food waste and packaging waste.

Healthy Food

In order to promote healthy eating habits and keep children's immune systems and neurological systems functioning as best they can, **we do not allow juice or candy** for lunch or snack. We encourage parents to vary the foods they send with their children and to include their child in packing the lunch if possible. If your child has disliked something in the past, try sending a very small amount of it, they may try freshly cut veggies when they see other children eating them in their lunches, even if they choose not to eat it at home. Our own motto for feeding our kids healthy foods is "you don't have to eat it, but I'd like you to try a bite and then decide". We don't force it after that, but will offer it again in the future. Here are some ideas for healthy snacks & lunches:

Veggie sticks - peppers, carrots, celery

Hummus (find a brand or flavor that they like, or have them help you make it at home)

Toast (with a small container of avocado/guacamole to spread on)

Tomato & cucumber sandwich (cukes + tomatoes are more likely to be eaten when cut thinly)

Meat, cheese & veggie sandwich or wrap (add a bit of raw spinach or thinly sliced cucumber)

Homemade muffins (try a recipe for zucchini or carrot muffins)

Cold salads (bean & broccoli salad, egg salad, pasta salad, potato salad, tuna salad)

Whole fruit - bananas, strawberries, blueberries, raspberries, plums, peaches, nectarines, clementines, oranges, apples, etc.

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Cut fruit - Mango, pineapple, melon, grapes - (Grapes **must** be cut in half to prevent choking)

Crackers / Pretzels / Corn chips

Plain yogurt (in a resealable container to avoid waste / try with honey, sunflower seeds, berries, etc.)

Hard boiled egg / Olives / Bacon Slices / Cheese Slices

Baked potato fries (make them for dinner, save some for lunch!)

Hot meals for thermos:

Soup (learn your child's favorites)

Oatmeal (add cinnamon, berries, nuts, raisins, honey or syrup, etc.)

Rice porridge (Cristy often makes "Congee" a traditional Chinese porridge that the children love!)

Rice & beans

Chicken, broccoli, cheese & pasta

Reducing Waste

Elements & RTB have a zero-waste policy. This means we compost our small amounts of food scraps and send home plastic wrappers and other garbage, in your child's lunch box. We will also send home unfinished food in your child's lunchbox, so you may see how much your child is eating, and adjust accordingly. We strongly encourage families to eliminate or reduce the use of disposable or single use packaging by using reusable lunch pouches and containers. **We encouraged families to buy food items bulk, and prepare a portion in a reusable container.**

*This program must comply with regulations of the MDPH & be licensed by the LBOH.

**Parents/Guardians reserve the right to review background checks, health care, discipline policies and grievance procedures upon request.



2021 - 2022 Family Handbook: Agreement

Thank you for reviewing this document. Your time and assistance are greatly appreciated. Please sign, date and initial each statement below, acknowledging that you have thoroughly read the Family Handbook and understand and consent to the policies and procedures within. Please let us know if there are any policies or topics you would like us to address. Thank you! -The Elements Team

Parent Printed Name: _____

Child(ren)'s Name(s): _____

_____ I have read and understood the Registration Procedures, including Tuition & Refund Policies.

_____ I read and understood the Program Calendar.

_____ I read and understood the Arrival & Departure Protocols, including Late Pick Up Fee.

_____ I have read, understood and agreed to adhere to all of the Health, Wellness & Safety Requirements, including the Covid-19 Health & Safety Requirements.

_____ I have read, understood and agreed to adhere to the Tick Policy, including at-home tick checks.

_____ I have read and understood the contents of this handbook in its entirety and will act in accordance with these policies and procedures.

_____ I have submitted my child's immunization records, as well as proof of their latest physical.

_____ I have submitted all needed consent forms.

Parent Signature: _____

Date: _____

*This program must comply with regulations of the MDPH & be licensed by the LBOH.

**Parents/Guardians reserve the right to review background checks, health care, discipline policies and grievance procedures upon request.