

# Parents & Guardians Baby Paws Program 2024-2025 Handbook Benavidez Elementary Armstrong Elementary

For questions or concerns, please contact:

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Or

210-639-3226

Or email: dysteamteamafterschool @gmail.com

Founder of Baby Paws Child Care Program

Olaf Henderson

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### BABY PAWS CHILD CARE PARENT HANDBOOK

Dear Families:

We want to take this opportunity to welcome you and your children to the South San Antonio ISD Baby Paws Child Care program.

This handbook is designed to acquaint you with our policies and procedures. Please read and refer to it as needed. We hope it will be helpful and look forward to providing you and your child with quality Child Care. You may refer your questions to the site Director assigned to your school.

The Baby Paws Child Care Program aims to provide quality, safe, fun, and affordable childcare. Our program offers age-appropriate activities under the supervision of competent, trustworthy, caring, and qualified staff who understand and meet the needs of the children in our care.

To meet the physical, intellectual, social, emotional, and recreational needs of children, our program will:

- ➢ Offer fun, recreational activities that help promote confidence, self-esteem, and responsibility.
- Provide a relaxed, comfortable, and safe atmosphere where children can socialize and make new friends.
- > Teach Frog Street Curriculum. If age appropriate

### Your Child's First 30 Days

All Parents may expect a 30-day evaluation, which will occur before their child is permanently accepted into the program:

### WHAT IS THE 30-DAY EVALUATION?

This evaluation is done to be sure each of your children is safe and able to learn and

grow together. Our teacher-to-student ratio will not allow us to do one-on-one time with a

student due to behavior issues or needing additional help with certain things. It takes 30 days

to make or break a habit. To qualify to stay in the class, we ask that your child be independent

( that is age-appropriate). We have a no-bully policy; if the Child hits, bites, kicks, throws

things, or is overly aggressive after or within the first 30 days, they will not qualify. You will get daily updates through class dojo or through texting the entire first month concerning your Child's behavior or progress in class; if there is any chance your student does not qualify, you will be told. We will work together to stay on the same page and keep the student on track. This will give you enough heads-up to make secondary plans if they do not qualify. You can reregister next year and try again. Some of the expectations we have for the students to qualify include.

- > They must be walking on their own (that is age-appropriate)
- > They must be able to eat on their own. (that are age-appropriate)

They must understand and follow directions for the most part (when it is time to switch

activities), and they will learn how to transition.

I have read and understood: Please initial

### What School Supplies do I need to bring?

#### 1-2-YEAR-OLDS

4 BOXES OF KLEENEX
3 BOXES OF ZIP LOCK BAGS (1GALLON,1QT OR SANDWICH BAG SIZES)
1 BOX OF CRAYONS, WASHABLE MARKERS, OR COLOR PENCILS
1 GLUESTICK
1 BOTTLE OF GLUE
1 PACK OF EXPO MARKERS
1 NOTEBOOK OR PACK OF PAPER
-CLOROX WIPES
-HAND SANITIZER

#### THREE (3) YEAR OLDS:

4 BOXES OF KLEENEX
3 BOXES OF ZIP LOCK BAGS (1GALLON,1QT OR SANDWICH BAG SIZES)
1BOX OF CRAYONS, WASHABLE MARKERS OR COLOR PENCILS

-1 GLUESTICK -1 BOTTLE OF GLUE -1 PACK OF EXPO MARKERS -1 PACK OF FINGER PAINT -1 NOTEBOOK OR PACK OF PAPER -CLOROX WIPES -HAND SANITIZER

### ALL STUDENTS MUST BRING:

-2 extra pairs of clothes for an emergency

-A box of wipes/diapers/pull-ups

-Sippy cup or bottle to leave in class or send back and forth

-Sleeping bag, nap mat, blanket, or pillow for nap time (ask about classroom nap mats)

List of allergies

Copy of immunization records

(no toys from home unless it's a comfort object they don't share)

\*LABEL all items that belong to your child with their names on each item, including clothing

Please note on the first day, if someone else other than the person who registered their child Is picking up the child, they must have ID and be up on the pickup list

### WHAT WILL MY CHILD'S GENERAL DAY LOOK LIKE?

### • CLASSROOM ROUTINE

- THE CLASS ROUTINE WILL GENERALLY BE THE SAME FOR THE MAIN ACTIVITIES SUCH AS BREAKFAST, LUNCH, SNACK TIME, NAPTIME, DROP OFF AND PICK UP.
- THE STUDENTS MUST BE DROPPED OFF BY OR BEFORE 8 AM; HOWEVER, FOR PICK UP, THE TIME IS BY OR BEFORE 4:45 PM. IF YOU FAIL TO PICK THE STUDENT UP ON TIME, A LATE FEE WILL BE APPLIED AND DUE IMMEDIATELY, SO PICK UP ON TIME.
- DROP OFF 7 AM, PICK UP 4:45 PM
- (LAY 2 TYPES OF TOYS OUT FOR THE CHILD TO PLAY WITH DURING DROP-OFF HOURS)
- 8 AM -BREAKFAST
- 8:30 -8:35-CLEAN UP

- 8:35-8:45 STORY TIME (READ A BOOK TO ALL CHILD) (ASK QUESTIONS, WHO, WHAT, WHEN, WHERE, WHY)
- 8:45-9:15 Dance party (DANNY GO DINO DANCE, GLO DANCE, FREEZE DANCE)
- 9:15-9:30 ROLLER COASTER (CHILD SITS ON CHAIRS LINED UP PLAYS A 3D ROLLER COASTER VIDEO ON YOUTUBE, MARIO BROS OR DINNO)
- 9:30A-10A- OUTSIDE PLAY TIME (RAINY WEATHER, PLAY BALLS INSIDE)
- 10-10:05 LINE UP, HEADCOUNT OF CHILD, COME INSIDE
- 10:05-10:20 SIT CHILD DOWN AND SING ABCS, DO ABC FLASH CARDS AND AN ABC GAME
- 10:20-10:30 CLEAN UP AND WASH HANDS FOR LUNCH
- 10:30-11A EAT LUNCH
- 11A 11:15 LET THE CHILD SIT ON CARPET, GRAB A BOOK, AND LOOK THROUGH THE PAGES. SEND CHILD POTTY AND CHANGE PAMPERS
- 11:15-11:30 LAY CHILD DOWN; ROCK THEM, SIT WITH THEM, RUB FACE, HAIR, HOLD HANDS, OR PAT their backs until the Child falls asleep.
- 12-2 pm Children are napping (teachers get a 30-minute break, then set up next activity for Child, sanitize toys, prepare bags to go home)
- 2:00-2:10 Change diapers/ big Child go potty. Put sleepwear away.
- 2:10-2:30: let the Child play with two options. Dollhouse, kitchen, cars, magnets, puzzles,
- 2:30-2:35 pm Clean up toys and wash.

This schedule is subject to change or modification, depending on circumstances.

#### WHAT EXPECTATIONS SHOULD HAVE FROM BABY PAWS PROGRAM

- Daily classroom Dojo reports
- Usage of Frog Street curriculum (when applicable )
- potty training
- Open Communication.
- Honesty and trust.
- As much as possible, Advance notice of any changes
- Clean & Safe Environment
- All workers have gone through a background check
- Reliability
- Respect
- knowledgeable

#### Baby Paws Expectations from Parents/Guardians

- We expect parents to keep their children at home if they are Sick or showing signs of illness. (please *do not knowingly bring a sick child to Day Care; it exposes everyone* )
- Turn in any current medical records.
- Do not bring a sick child to childcare. Childcare programs must adhere to strict guidelines to keep themselves and all other children in care as healthy as possible.
- Inform us of any changes if there is custodial situation
- Keep the supply list current and label all of your child's items
- Keep the child's application form up to date.
- Follow our attendance, pick-up, and payment policies.

- inform us of any medical conditions that may exist with your child
- Follow the Student-Parent Handbook policies of South San Antonio ISD and the Baby Paws Handbook
- Parents should text or phone the childcare site coordinator if their child will not attend on a scheduled day.
- Relay concerns about Child's progress to the program coordinator
- Pay close attention to any communications from Baby Paws Child Care Program staff regarding important notices or their child's behavior and cooperate to improve behavioral problems.
- Check your child's items before you take them home (please label everything)
- Bring lunch, breakfast, and snacks for your child(due to liability issues we could not distribute food to your child) *The only exceptions are birthday parties or special events* I have read and understood: Please initial \_\_\_\_\_

### PROGRAM EXPECTATIONS FOR CHILDREN

- Be responsible for their actions where they are age-appropriate.
- Be able to participate in group activities.
- Respect the school rules and staff that guide them during the day and while at the program. Where that is age-appropriate
- Always Remain with the group and the Baby Paws staff.
- Properly care for materials and equipment and return them to their place when finished or before removing new ones where they are age-appropriate.
- Do not engage in inappropriate activities such as hitting, wrestling, fighting, or use of inappropriate language or inappropriate touching or bullying of another student (This will result in suspension or dismissal of your child from the program). Please read the Withdrawal Policy

Use the bathroom facility without supervision where that is age-appropriate.

#### Check out Procedures

Only persons authorized in writing by you, the parent, may pick up your child from the program. Staff members will request photo identification and check the authorization form if unfamiliar with the person picking up your child. Please be aware that we do this for the safety and protection of the children in our program. Your child will not be released to anyone without prior written notice or a telephone call. The Site Director may ask you to identify yourself using your proper identification and or optional password (upon request. We discourage children from bringing personal toys to the Childcare program. Parents are responsible for any personal toys the child may bring to school; the childcare program is not responsible for missing, lost, or broken items.

#### Fee Information/Schedule of Payments

- Full payment of a \$500.00 monthly fee is due on the 1<sup>st</sup> of every month, plus an annual registration fee of \$50.00 is due at the time of registration
- Please note that the payment period does include the days the children are off from school, winter break, and spring break.

- We do not pro-rate any payments.
  - Payment is due before or on the first day of each month and should be paid on the Cash app at \$dysteamafterschool
- All payments must be made in advance before the start of the attendance period.
- *If payment is made late, a fee of \$35.00 will be added three days before the due date,* and then \$5 per day will be added after the third day. Your child will be dropped from the program if payment and the late fee are not paid in full by the 15<sup>th</sup> of the month.
- If a child is dropped from our enrollment, they must be re-registered in the program if space is still available.
- No child may attend the Child Care program if payment has not been made for the upcoming payment period.
- There are no refunds for early withdrawal or if the Child is expelled from the program

I have read and understood: Please initial \_\_\_\_\_

### Late Pick-Up Policy

The Child Care program closes promptly at 4:45 p.m. each evening. All parents and guardians are expected to pick up their children on time. If you cannot, you must notify the Site Director that you will be late, or an alternate person will be sent to pick up your child. If the alternate is not on your permitted-to-remove list, the Site Director may ask you for proper identification and password. In addition, please tell the individual picking up your child to bring photo identification. After the site closes and a child is left without parent notification, a staff member will attempt to contact the parent, guardian, or emergency contact person by telephone. If a child remains at the Child Care program an hour after closing time, neither parents, guardians, nor emergency contacts can be reached. There has been no communication from the parents or guardians; the local police department will be contacted, and a police report will be filed. PARENTS OR GUARDIANS MUST NOTIFY OUR CHILDCARE PROGRAM IMMEDIATELY IF THEY ARE RUNNING LATE. PLEASE PROVIDE CURRENT PHONE NUMBERS AT ALL TIMES. PROGRAM DIRECTOR'S CELL PHONE NUMBER, MR. OLAF HENDERSON, IS 210-639-3226.

A \$5.00 late fee will be charged for each child for each 5 minutes or portion thereof after closing if the parent/guardian is late picking up their child. This fee is due upon picking up the next day.

Three Late Pick-Ups may result in your child being dismissed from the program.

• Discipline

The Baby Paws staff will cooperate with parents to solve discipline problems. A disciplinary problem is defined as one in which a child is hampering the smooth flow of the program by requiring constant one-on-one attention, inflicts physical or emotional harm on other children, physically and verbally abusing staff, or is unwilling to conform to

the rules and guidelines of the program. Inability or unwillingness to meet appropriate behavior standards will result in the withdrawal of the student from the program. When imposing discipline, The Baby Paws will follow the South San Antonio ISD Code of Conduct outlined in the South San Antonio ISD Parent/Student Handbook and the Baby Paws handbook.

• It is <u>unacceptable</u> for a parent/legal guardian to express hostility toward a Child Care staff member or Child Care participants. This will result in immediate suspension or dismissal of your child from the program and possibly contacting the local police department (i.e., use of foul language, physically touching a staff member, expressing anger in front of the children in the Child Care program, expressing anger toward children in the Child Care program, etc.)

I understand that Students can and will be expelled from the Child Care program with no refund for the following reasons.

- 1) Unable or unwilling to follow staff verbal directions \_\_\_\_\_
- 2) Verbal, Bullying, or Physical assaulting other

Health and Safety

If your child has a known medical condition (such as asthma, diabetes, or a seizure disorder), please ensure this information is included on the application form. It's also important to inform the Baby Paws staff of the care you recommend if a problem arises during Child Care hours. This information should be provided in the initial Baby Paws registration form, which will be kept on file. We also have a specific procedure for handling sick children.

Allergies are prevalent in Texas. Please look for signs that may confuse their sickness for allergies. For example, their snot or buggies should be a specific color if they are allergies. (Follow up with the doctor for the correct signs to look for.) Here is a list of medical reasons we will send a child home.-pink eye, -lice, fever, -stomach ache, -throwing up,-Discolored nonstop runny nose.-Diarrhea,- coughing ,-spreading rash,-sore throat,-shortness of breath,headache

If your child takes asthma medications, you must provide the Baby Paws Child Care program with a copy of the SCHOOL ASTHMA ACTION PLAN outlined by the South San Antonio ISD Health Services Department.

*If* a child has any one of the following conditions, the parents of the child will be notified to pick up the child immediately: contagious disease; fever over 100 degrees; vomiting or diarrhea; accident requiring medical attention.

The Baby Paws staff will provide care for children who are ill or injured, following the guidelines and policies governing regular school days. Emergency contacts will be made according to the information provided on the application form. The Child Care staff will treat minor injuries (small cuts, bruises, scrapes). In severe cases, the child may be taken to the local hospital by emergency vehicle. This is a decision that the responding paramedics will make. The parents will be called immediately. South San Antonio ISD staff does not assume any financial responsibility but will provide/arrange for emergency care.

Texas law requires caregivers to report suspected cases of child abuse. This includes the reporting of parents who appear to be impaired by drugs or alcohol. The Baby Paws personnel are directed to make every effort to keep a child from getting into a car with a parent who they

feel might be under the influence of drugs or alcohol. If needed, they will call the police to drive the child and parent home.

#### Enrollment Forms

All enrollment papers must be completed and on file with the agency before your child's Child Care program enrollment. Parents are required to keep this information updated. These forms include one enrollment application that consists of the following:

- 1. Parents acknowledge they received the handbook.
- 2. Parent Agreement form (Agreement to Baby Paws handbook guidelines)

The following information is required on all registration forms:

- ✓ Child's Full Name
- ✓ Child's Date of Birth
- $\checkmark$  Student Identification number
- ✓ School Name & AGE they will attend.
- ✓ Emergency Contact/Pick-Up Information
- ✓ Password, upon request (a word known only by Child Care staff and the parent and guardian)
- $\checkmark$  Home & Work Numbers for Parents/Guardians and emergency contacts
- ✓ Complete Home Address
- ✓ Alternate phone numbers (e.g., cellular)
- $\checkmark$  Names of Persons Permitted to Pick the Child from Child Care.

Please complete your registration forms and update your information, when necessary, with the Site Director, staff, or Assistant office manager.

#### Release of Children

Each child enrolled in the Baby Paws Program will remain at the program site until picked up by an authorized individual or parent/guardian. The parent/guardian registering the child must stipulate in writing who may pick up their child.

ALL PERSONS entering to pick up a child will be asked for picture identification (i.e., Driver's License, State Identification Card, or Military ID card; if a sibling is under 18, they must have a school ID). You must be prepared to present picture identification at all times. This is for the safety of your child. Only those designated by the enrolling parent/guardian will be permitted to sign the child out of the program. By Texas law, we cannot legally keep a child from their natural parents unless we have a court document on file to that effect.

Please ensure all information and documents are current for your child's safety. All children must have alternative and emergency pick-up arrangements.

### <u>Staff</u>

Our Baby Paws program is staffed by dedicated individuals prioritizing your child's safety. All our staff members undergo regular in-service training, and we always have someone on site who is certified in CPR and First Aid. The average adult-child ratio in the Baby Paws is carefully maintained, with occasional adjustments for extensive group activities.

### Valuables/Personal Property

Children are responsible for the care and custody of personal items (that are age-appropriate). We cannot assume responsibility for lost or stolen items and recommend leaving valuable items at home. Children are not allowed to bring toys from home. Children's personal property, coats, clothing, school bags, etc., must be cleared from the program area after each week. Any remaining personal property will be kept in the Baby Paws lost-and-found box. Items not picked up will be discarded.

### WITHDRAWAL AND SUSPENSION POLICY

Students may be suspended from the Baby Paws for any of the following reasons:

- 1. Failure to meet appropriate behavior standards.
- 2. Refusal to follow program procedures and rules.
- 3. Verbal abuse, physical abuse, or sexual harassment of students or staff members by student or their parents.
- 4. Being in the wrong place or unauthorized departure from an activity site.
- 5. Three late pick-ups.
- 6. The program cannot meet the child's needs.
- 7. Parent or Guardian's failure to provide required records.
- 8. Parent or Guardian's failure to pay required fees on time as stated in the policy.

### Discipline

At Baby Paws, we have clear discipline guidelines to ensure a safe and respectful environment for all students. Students who struggle to adjust to the program settings, display behavior that requires constant attention, inflict harm on others or themselves, or consistently disobey the rules may be dismissed from the program. These measures are in place to maintain a secure and nurturing environment for all our students.

The following discipline procedures will be utilized on a case-by-case basis:

• 1<sup>st</sup> verbal communication with student and parent

- 2<sup>nd</sup> Written write-up-parent notified.
- 3rd written write-up parent notified.
- 4<sup>th</sup> written write-up parent notified suspension or withdrawal from the program.

### **Contact Information**

- The Diversified Youth Services, under the supervision of SOUTH SAN ISD, meets the minimum standards for Child Care programs. For questions regarding the Baby Paws Child Care Program, please get in touch with the program director, DYS, Mr. Olaf Henderson, at 210-639-3226.
- Emergency preparedness plan (kept in parental handbook near bulletin board)

### School Holidays/Early Release Day

All Childcare programs will be closed on the following holidays: Labor Day, Thanksgiving Day, and the day after Thanksgiving, Christmas, New Year's Day, Memorial Day, school holidays, and winter and spring breaks. We will hold the Childcare program whenever regular school is being held.

### Income Tax Information

Tax statements indicating payments made to Baby Paws are kept on your personal Cash app account. Please note that we do not retain information.

### Grievance Procedures

Baby Paws takes all concerns expressed by their clients seriously. Should an individual have a grievance, the following procedure should be followed:

- □ Any concerns regarding your child's childcare should be brought to the attention of the Site Director.
- □ If, after discussing the matter with the Site Director, Mr. Henderson, a decision will be made to resolve the situation.

### PARENT INVOLVEMENT

South San Antonio ISD welcomes Parental Involvement. We encourage you to get involved and assist us by volunteering your time during early release days or on other planned days where parent participation is needed. You may also volunteer in tutoring, mentoring children, assisting in teaching Fine Arts, or any other expert experience you might have. A criminal background check will be required from all parent volunteers.

### Emergency Evacuation Plan Emergency Alert

Students will follow the evacuation routes developed by the school and placed. Prominently in view in the school

\*If the students are in the Gym and there is threatening weather, the students will be It is located on the far left of the building, away from windows.

Students will be supervised and gathered by staff members currently interacting with each other.

The group will meet outside on the sidewalk as determined by the school. Procedure. The Program Director or designee will contact the appropriate authorities using program cell phones:

### **Essential Documentation**

All Essential Documentation Will be kept on-site during working hours in a portable file cabinet or on a laptop. This includes contact numbers, authorization for emergency care, and tracking system information for each student.

### Lockdown Procedures

All classroom doors will be locked, all lights will be turned off, and windows opening inside will be covered with shades or paper so an intruder cannot see into the room.

• In the event of an actual emergency in the classroom, South San Antonio ISD police will be contacted. No parents will be allowed into the Lockdown area until Emergency Responders have determined that conditions are safe to resume normal

activities.

### **Emergency Numbers**

The Program Director's Cell is 210-639-3226 South San Antonio ISD Police: 210 – 271-3124 South San Antonio ISD Fire Department: 210 – 206 -2202

#### PARENT ACKNOWLEDGE:

### NO PEEPING TOTS

We ask that you do not peek into the classroom or enter during school hours. If you need to stop by, please call or text staff to have us meet you in the hallway. When we have unexpected visitors, the Children or their friends may get distracted or off track. You will likely be spotted by the Children or staff if you peek in the windows.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### KISS AND GO

Some students have a more challenging time saying," I'll see you later" than others. We ask you to give all your hugs and kisses to your students in the hallway before entering the class. When

the class door opens for them, they will know school is starting. Most of the students stop crying almost immediately if they do cry. They get distracted fast, so there is no need to worry. You can check in on Class Dojo to see how they are doing.

#### PARENT ACKNOWLEDGE:

Please sign both copies and return the office copy with the enrollment form and the photo/release form to the Baby Paws office. The parent copy and the handbook are yours to keep.

I now acknowledge receiving a copy of the SOUTH SAN ISD Baby Paws Program Guidelines for Parents and Guardians for the school year 2024 – 2025.

PARENT/LEGAL GUARDIAN SIGNATURE

DATE

PRINT NAME/LEGAL GUARDIAN NAME

CHILD OR CHILDREN ENROLLED IN THE PROGRAM:

NAME	AGE
NAME	AGE
NAME	AGE
NAME	AGE

Office Copy

PARENT ACKNOWLEDGEMENT

Please sign both copies and return the office copy with the enrollment form and the photo/release form to the Child Care Staff office. The parent copy and the handbook are yours to keep.

I have read and received a copy of the SOUTH SAN ISD Baby Paws Program Guidelines for Parents and Guardians for the school year 2024 – 2025.

\_\_\_\_\_

PARENT/LEGAL GUARDIAN SIGNATURE

DATE

PRINT PARENT/LEGAL GUARDIAN NAME

CHILD OR CHILDREN ENROLLED IN THE PROGRAM:

NAME	AGE
NAME	AGE
NAME	AGE
NAME	AGE

## DYS Group LLC / SOUTH SAN ISD Independent School District Photo / Video Release Form

### 2024-2025

### Dear Parent

The State of Texas allows media outlets to videotape or photograph public school students without parental consent.

However, for students under 18 years of age, written parental/guardian consent must be granted for school district personnel to photograph or videotape a student for publication or reproduction in media other than news (media) coverage. This could include campus and district-related publications such as newsletters, fliers, and websites.

Please sign and return this form to your child's Baby Paws Child Care if you consent to have your child photographed for reproduction in school or district-related publications.

I now certify that I am the parent or guardian of		
	Student's Name	
I consent to allow my child to be photographed and videotaped for use in		
Dysteam website or school district publications.		
I do not consent to allow my child to be photographed and videotaped for use in		
Dysteam website or school district publications.		
Signature of Parent of Guardian	Date	
Print Name of Parent	School	

### Baby Paws Child Care Program Discipline Policy

The Baby Paws Child Care Program staff would like your child to have the best experience possible while at Baby Paws. Thus, all participants must understand and follow the camp guidelines and rules. These guidelines and expectations are in place to ensure your child's and staff's safety.

- 1. Listen to staff.
- 2. Respect all participants.
- 3. Respect camp property and facility property.
- 4. Keep hands, feet, and other objects to yourself.
- 5. Participate in Child Care activities.
- 6. Use an inside voice when indoors.
- 7. Follow staff instructions.
- 8. Clean up after yourself.
- 9. Be positive and have fun!

Should a participant choose not to follow any of these rules, these are the guidelines that the staff will follow to handle the situation:

Step 1: Verbal Warning.

Step 2: time away from the group.

Step 3 Behavior Warning report sent home.

Step 4: Conference with Parent.

Step 5: Meeting with the Supervisor, necessary staff, parent(s), and child.

Suspension or expulsion will be discussed at this time. If your child has been expelled or suspended, there are no refunds.

Situations that will result in an automatic Behavior Warning report are stealing, use of profanity, excessive violence (bullying, hitting, kicking, biting, etc.), and property damage.

• All South San Antonio ISD disciplinary rules apply during the fall and spring Please review these rules with your child. The staff will review these rules with your child at the beginning of camp. Thank you in advance for your cooperation, and we hope to have a great summer! I have reviewed the discipline policy with my child and understand there is no refund if my child has been suspended or expelled from the Summer Child Care Program.

### DISCRIMINATION POLICY

I. SCOPE

DYS Families Inc., a subsidiary of DYS Group LLC, has established an Anti-Discrimination policy regarding accepting children into the program. However, a decision on whether your child is accepted into the program is based upon many factors, including but not limited to how much one-on-one attention your child needs, the student-to-staff ratio, and behavioral situations, if any exist.

By: <u>Olaf Henderson</u> Date: <u>7/01/2024</u>

Olaf Henderson, CEO