

2026



POLICIES AND INFORMATION MANUAL

FAMILY HANDBOOK

A Future in Which Every Child Thrives

Horizons works with students and families to help transform the way students see themselves and their future.

WELCOME LETTER

Welcome Horizons of Kent and Queen Anne's Families!

Welcome to Horizons' six weeks of happiness. We are about to embark on a journey that empowers students to find out who they are as learners, friends & leaders.

Horizons creates a love of learning through hands-on and joyous classrooms.

Students spend six weeks every summer from grades pre-K - 8 on the campuses of The Kent School, The Gunston School and Washington College. With 15 - 17 students in a class, teachers create a hands-on curriculum relating to the theme with a focus on reading and math. Swim instruction is offered twice a week with an additional day of free swim on Fridays. We also offer chess, art, riding, sailing, cooking, along with field trips.

Your children have been selected to be part of this program because we and their counselors believe they will benefit from all we offer. We hope you will reinforce the lessons your children learn during the 6-week program. With your involvement and support, we can achieve the mission to stop the summer slide and provide new and exciting opportunities for your children.

We want to thank you for taking this journey with us and for entrusting us with your children. They are our future. When they gain both academic and emotional intelligence we all benefit. Together, let's be Horizons Proud!

Emily Murphy
Executive Director



Horizons
of Kent and Queen Anne's
400 S. Cross Street
Chestertown, MD 21620
410-778-9903
horizonskentqueenannes.org

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ABOUT HORIZONS

THE HISTORY

Horizons is a tuition-free, academic and enrichment program serving under-resourced students who qualify for the Free and Reduced Meal program in Kent and Queen Anne's counties.

In 1964, New Canaan Country School Headmaster George Stevens had the bold idea, in an uncertain time in history, to make good use of the summer months and open the empty campus of the Country School to under-resourced students. He created the Horizons program to inspire students through hands-on, project-based academic experiences, and by making a long-term commitment to every child. He created a summer community where under-resourced children felt they belonged, and that enriched its students by providing meaningful academic support and cultural experiences.

To date, Horizons has grown to over 75 Horizons sites, nationally from New Canaan to San Francisco (and many places in between). We thank George for his vision, and folks like Lyn McNaught who shaped the program into what it is today.

THE MISSION & VISION

Horizons of Kent and Queen Anne's advances educational equity through a robust academic and enrichment program that builds on long-term partnerships with families and communities to provide a joyful, safe, and inspiring learning environment that empowers students from Kent and Queen Anne's counties to thrive in an ever-changing world.

We envision a future where everybody thrives.



PROGRAM INFORMATION

Welcome to Horizons of Kent and Queen Anne's 2026! This handbook will help you understand our plan for a summer of learning and fun, as well as for the health and safety of your child when at Horizons. Here are some things that you can do to make sure your child has a successful experience. If you have any questions about this handbook please contact the Executive Director.

PROGRAM LOCATIONS

The Kent School
6788 Wilkins Ln
Chestertown, MD 21620

The Gunston School
911 Gunston Rd
Centreville, MD 21617

Washington College - Smith Bldg.
300 Washington Ave.
Chestertown, MD 21620

VACATIONS/CLOSINGS

Horizons will be closed July 3, 2026

IMPORTANT NUMBERS

Horizons Office: (410) 778-9903

Kent School, Kristin O'Neil: (443) 666-0588

Gunston School, Patrick Hopkins: (410) 758-0620 x2204

Washington College, Cheryl Fracassi: (443) 666-0707

GENERAL INFO

Theme: Fueled For Success

June 24 – July 31, 2026

Parent Orientation: June 23rd at 6pm

Please go to your child's site. (Parents will receive bus route information at orientation)

9:00 am - 3:00 pm, Monday - Friday

At Horizons your child will have daily classes in reading, writing and math, as well as theme-related enrichment. Transportation is available to and from each site. Students have plenty of outdoor time, and eat nourishing breakfasts and lunches. They will swim, go off campus for theme-related field trips, and participate in specials such as chess, riding, cooking and sailing.

We recommend you do the following to help your child have a successful experience at Horizons 2026:

- Make sure your child comes to Horizons every day, prepared to take part in all activities.
- Adhere to the attendance policy.
- Review our behavior expectations with your child: this includes on campus and on the bus.
- Remind your child how important it is to respect others.
- Have an authorized adult present to put your child on the bus and meet your child when getting off the bus.
- Be available to speak with our staff if requested.
- **Check your email and the online calendar regularly**
- Let us know if something is happening in your child's life that could affect behavior or mood.
- This is a partnership: together we can provide a special summer experience for your child.

POLICIES

ADMISSION/RE-ENROLLMENT

New students are invited to enroll if their school counselors referred them to the program.

Returning students If your child was enrolled in the program the previous summer, they will receive a space in the program for the current summer if:

- they met the attendance, behavior and swim requirements for the previous summer;
- the application, health form, and registration fee are submitted by the due date.

ATTENDANCE

Your child's daily attendance is essential for success in the program. It is the parent's responsibility to get their child on the bus on time and prepare them for the program each day.

Poor attendance and repeated tardiness are important determining factors in admission for future years at Horizons. If your child is too ill to attend, call or send a text message to the Site Director by 8:00 am. A doctor's note may be required in order to excuse the absence.

TRANSPORTATION

QA County:

Queen Anne's County Ride will be picking up and dropping off Kindergarten - 5th grade students attending the Horizons program at the Gunston School who live in Chester, Centreville, Grasonville, Queenstown, and Stevensville.

Joe Wheeler Transportation will be picking up and dropping off Kindergarten - 5th grade students attending the Horizons program at Gunston who live on the QAC side of Chestertown, Church Hill, Marydel, Millington and Sudlersville.

Please contact Steve Palmer with any questions or concerns regarding County Ride.



TRANSPORTATION (cont.)

Steve Palmer
Transit Administrator
Queen Anne's County – County Ride
410-758-2357
spalmer@qac.org

Joe Wheeler
jwbusboss@gmail.com
jwheeler@kent.k12.md.us
410. 708.6245

Kent County and middle school students at Washington College:

Students attending the program at the Kent School and middle school students at Washington College will continue to be picked up and dropped off by the KCPS Transportation Service. Field trips and event transportation will continue to be provided by the KCPS Transportation Service.

Kent and Queen Anne's County

A designated adult (18 or older) is expected to be at the bus stop to put the child on the bus and welcome the child off the bus at the end of the day. Families who drop off and pick up their children should plan to arrive promptly at 9:00 am at the designated drop-off point on campus, and be on time for the 3:00 pm dismissal.

QAC County Ride - Rules of the Road

Rules for Riders

- All door to door services require a minimum call a head time of 2 business days
- All route deviations require a minimum call a head of 2 hours
- Buckle seat belts and car seats (County Ride is not responsible to provide or place car seats)
- Allow others to exit before boarding
- No eating, drinking, or smoking permitted on vehicles
- Music may only be played if headphones are used
- Cell phones are permitted but for safety and courtesy please have cell phones on silent mode (Music or games on cell phones must be without sound to not disturb other riders and the driver)
- No alcoholic beverages
- Foul or abusive language is not permitted
- Please do not talk to the operator when vehicle is in motion unless of an emergency
- Front seats are reserved for seniors and disabled
- Identified service animals only (No pets)
- Lost and found contact 410-758-2357 or via email (County Ride is not responsible for lost items)
- Driver is in charge

POLICIES

CELL PHONES

Students are discouraged from using cell phones during the program. We suggest cell phones remain in bookbags during the day. If a student cannot abstain from cell phone use, the phone will be collected by the home room teacher and safely stored until dismissal. If you need to contact your child because of a family emergency or a change in dismissal plans, please call your site director.

DISCIPLINE

The Horizons program offers a nurturing environment built on respect for members of the community. We provide a structure of loving discipline, limits, and standards of behavior which are essential to the development of each child's positive self-image. Horizons makes the final decisions about all discipline issues. Consequences may range from discussions about behavior to suspension/expulsion and will proceed with 1) Warning from Site Director 2) Two-Day Suspension 3) Expulsion. In all cases, parents or guardians will be involved in the process.

INTERNET

Connection to the internet is provided for professional and academic work. Any work done on these computers or devices can be monitored directly or remotely at any time. Any work done on the internet that might offend or upset others in the Horizons community is prohibited. Network activity of students is subject to adult supervision and monitoring.

CLOTHING

Horizons students need to come prepared for active and fun-filled days. All students should wear: athletic shoes that can be worn for sports (no flip flops); shorts and tee-shirts (no belly shirts or bare midriffs). Families will need to provide a bag, towel and bathing suit: for girls, a one piece or tankini that does not bare the midriff. Bikinis are not allowed. If families are in need of any items, please contact the Horizons office. Please label all of your child's items.

SWIMMING

Swim lessons are an integral part of the Horizons program. Horizons National mandates that each student receive 2 hours of instruction per week. By enrolling your child, you and your child agree to partake in swim lessons. Refusing swim lessons more than three times during the program is a basis for dismissal from the program.

FOOD AND WATER

Horizons serves each student a healthy breakfast and lunch each day. Please do not send your child to the program with any food or beverages. Parents must indicate in advance on the online application any food allergies. Your child will be given a water bottle to use during the program. It will stay at the site and will be refilled each day. Your child may take it home after the program ends.



HKQA THE CULTURE



HORIZONS COMMUNITY COMMITMENTS

CITIZENSHIP

All children are expected to behave politely and to respect school property, teachers and bus drivers. Horizons at Kent and Queen Anne's is fortunate to be on the campuses of Kent School, Gunston and Washington College. Students are also expected to be proud that they are Horizons students and act as representatives of the program. Horizons is a unique program that maximizes your child's potential. Please encourage your child to capitalize on the opportunities provided during the 6 weeks and reinforce what they learned each day at home.

HKQA CULTURE

As a Parent/ Guardian of a child that attends Horizons of Kent and Queen Anne's, I will partner with the program to ensure that:

- * **I will check my email regularly for communications from Horizons.**
- * I will ensure that my student wears appropriate attire to school every day.
- * I will ensure that my child brings a bathing suit on swim days.
- * I will regularly communicate in a respectful and kind two-way dialogue with staff and other community members.
- * I will commit to being an active part of the program ensuring my student attends every day during the summer program from June 23 - July 31, 2026.
- * **I understand that if a student misses more than (3) days of the program with unexcused absences, the student will be withdrawn from the program.**
- * I understand that the use of cell phones during the school day is prohibited.
- * **Should a behavioral issue arise involving your child, I understand the staff has disciplinary discretion and may remove your child from the program after 1) Warning from Site Director 2) Two-Day Suspension 3) Expulsion**
- * I am committed to partnering with the Horizons community to ensure the success of my child.

Horizons of Kent and Queen Anne's believes the quality of one's character is learned and regularly practicing the following is essential to developing the whole child. All members of the Horizons community are expected to treat one another with:

100% **CIVILITY**

100% **RESPECT**

100% **TOLERANCE**

100% **HUMILITY**

100% **KINDNESS**

100% **RESPONSIBILITY**

100% **AWARENESS**

HKQA wants all students to be safe, enjoy the learning experience, to feel good about themselves and have fun. In order for that to happen, we must all take pride in ourselves and our Horizons community and traditions.

We will treat each other with respect and kindness, and we will remember that it is a privilege to attend Horizons.

To that end, each person is expected to take responsibility for his or her actions, ensuring that an individual's behavior enriches our program and the broader community.

Students are expected to respect School property and the personal property of other people. We strive to develop self-awareness in students. Parents play an important role by modeling for children respect for education, for faculty and staff, and for the School.

HEALTH

All students must have the required medical forms fully completed and on file in order to begin the program. Each site has a CNA/Nurse on site Monday-Friday. **Please keep Horizons informed of changes in parents' work and emergency phone numbers.** In an emergency a reasonable effort will be made to contact parent/guardian/emergency contact. Should this fail, the student will be taken to the nearest physician or hospital for treatment. If a child becomes ill, the parent/guardian will be notified and will be asked to pick the child up early. In such a case, the child will remain out of the classroom until his/her parent/guardian arrives. If the injury is minor (ie small scratches, bruises, insect sting without allergies) the parent/guardian will be informed at the end of the day. If your child has a fever, please keep him/her home until he/she is fever free for 24-hours. If your child is vomiting, do not send him/he to the program that day. COVID: Please follow the latest CDC guidelines.

EMERGENCY

FIRE

Horizons will hold fire and bus evacuation drills during the first week of the program to prepare the children for the proper response. During a fire drill, Horizons staff members follow an established policy to evacuate the building. Once evacuation is complete, no child or staff is permitted to re-enter the building until the fire alarm has been turned off and school officials signal it is safe to re-enter.

PLUMBING FAILURE, BOMB THREATS, SHELTER IN PLACE, NATURAL DISASTER

During any of these incidents, Horizons teachers and staff will follow established procedures to ensure the safety of all children. If a building must be evacuated, students and staff assemble in their designated fire-drill areas and attendance is taken. Parents will be notified in the unlikely event of an incident that requires evacuation.

CALENDARS

Horizons online calendar

It is important that parents check the online calendars daily for the most up-to-date information. The calendars can be located on the Horizons web site, under the "More" dropdown tab on the upper right of the page.

There is a unique calendar for each site. Please make sure you choose the correct calendar.

<https://horizonskentqueenannes.org/>

2026 General Calendar:

<https://horizonskentqueenannes.org/2026-general-calendar>

2026 Kent School Calendar:

<https://horizonskentqueenannes.org/2026-kent-school-calendar-1>

2026 Gunston School Calendar:

<https://horizonskentqueenannes.org/2026-gunston-calendar>

2026 Washington College Calendar:

<https://horizonskentqueenannes.org/2026-wac-calendar>

Partnerships

Just for Horizons families

YMCA - Kent Co.

Camps in August

With the goal of inspiring youth development, healthy living, and social responsibility in our community, we encourage you to check out the Kent County Family YMCA and consider sending your child to YMCA day camp **after Horizons camp ends. Bring or mention the coupon** on the following page when you sign up for August Summer Camp at the Kent County Family YMCA for a flat-rate of \$100 per week!

Contact Maia Chandler (mchandler@ymcachesapeake.org) at the Kent County YMCA for more information **as soon as possible**, if you would like to take advantage of this offer. **Camps fill quickly. You must identify your child as currently enrolled in Horizons to receive the discount.**

YMCA - Queen Anne's Co.

Camps in August

With the goal of inspiring youth development, healthy living, and social responsibility in our community, we encourage you to check out the Queen Anne's County Family YMCA and consider sending your child to YMCA day camp **after Horizons camp ends. Bring or mention the coupon** on the following page when you sign up for August Summer Camp at the Queen Anne's County Family YMCA for a flat-rate of \$100 per week!

Contact David Mitchell (dmitchell@ymcachesapeake.org), Program Director at the Queen Anne's County YMCA for more information **as soon as possible**, if you would like to take advantage of this offer. **Camps fill quickly. You must identify your child as currently enrolled in Horizons to receive the discount.**

Kent County YMCA Camps in August



the **Y** FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Just for YOU!

Bring or mention this coupon when you sign up for August Summer Camp at the Kent County Family YMCA for a flat-rate of \$100 per week!

With the goal of inspiring youth development, healthy living, and social responsibility in our community, we encourage you to check out the Kent County Family YMCA and consider sending your child to YMCA day camp after Horizons camp ends.

If needed, please don't hesitate to reach out asking about further scholarships!

KENT COUNTY FAMILY YMCA
200 Scheeler Rd, Chestertown, MD 21620
ymcachesapeake.org | 410-778-3148

Questions? Email Camp Director
Maia Chandler at
mchandler@ymcachesapeake.org

Sultana Education Foundation

Camps in August

Sultana Education Foundation (SEF) has scholarship money available for Horizons families interested in attending summer camps in August. Horizons parents must call the Foundation's office directly at **410-778-5954** and talk to **Liza Brocker** to book spaces and negotiate a price that works for your family. Tell Liza that your child is currently enrolled in Horizons. See the following pages with information about the four camps that have availability (as of 4/8/26 and are subject to change) during the month of August.

Queen Anne's County YMCA Camps in August



the **Y** FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Just for YOU!

Bring this coupon when you sign up for August Summer Camp at the QAC County Family YMCA for a flat-rate of \$100 per week!

With the goal of inspiring youth development, healthy living, and social responsibility in our community, we encourage you to check out the Queen Anne's County Family YMCA and consider sending your child to YMCA day camp after Horizons camp ends.

Please contact David Mitchell, Program Director
dmitchell@ymcachesapeake.org



Summer Camp Scholarships

Sultana Education Foundation (SEF) has scholarship money available for local families interested in attending summer camp.

Horizons parents can call the Foundation's office directly at **410-778-5954** and talk to **Liza Brocker** to book spaces and negotiate a price that works for the family.

Below are four camps that currently have availability during the month of August. All "Openings" are as of 4/8/26 and are subject to change.

BAY DISCOVERY CAMP

Ages: 5 - 7
Days: Monday - Friday
Length: 9:00 am - 3:00 pm
List Price: \$400 negotiable

<u>Session</u>	<u>Openings</u>
August 3 - 7	10
August 10 - 14	6



WONDERS OF WETLANDS

Ages: 7 - 9
Days: Monday - Friday
Length: 9:00 am - 4:00 pm
List Price: \$450 negotiable

<u>Session</u>	<u>Openings</u>
August 3 - 7	3
August 10 - 14	5



Summer Camp Scholarships

CANOE CAMP

Ages: 8 - 11
Days: Monday - Thursday
Length: 9:00 am - 4:00 pm
List Price: \$425 negotiable

<u>Session</u>	<u>Openings</u>
August 10 - 13	3
August 17 - 20	5



SULTANA OVERNIGHT TRIP

Ages: 11 - 14
Days: Monday - Friday
Length: 9:00 am - 3:00 pm
List Price: \$925 negotiable

<u>Session</u>	<u>Openings</u>
August 3 - 7	5

- **Bay Discovery Camp** is based out of the Holt Education Center, located at 200 South Cross Street in Chestertown
- **Wonders of Wetlands** camp is based out of the Lawrence Wetland Preserve, located at 301 South Mill Street in Chestertown
- **Canoe Camp** starts and ends each day at Wilmer Park in Chestertown
- **Sultana Overnight Trip** starts in St. Michaels and ends in Chestertown



HORIZONS[®]
KENT AND QUEEN ANNE'S

2026

THANK

YOU

PARENT ORIENTATION PROGRAM
