



## *Creative Spirit Homeschool Collective*

### *2019-20 Parent Handbook*

#### **Vision:**

To create a community where everyone feels equally valued. In our collective program, children learn through self-directed activities, which naturally strengthen their social, emotional, physical, and cognitive development.

#### **Mission Statement:**

We offer an unschooling approach to homeschoolers where they can work collaboratively as well as independently with a consistent group of students offering support to one another through their individual and collective journeys.

#### **Philosophy:**

We believe education should fit the needs of every individual child, for every child is unique in their interests, values, and abilities. We aim to respect where a child is developmentally and help them grow in our minimally guided, highly social environment. Whole-child development has no age limit. Children, birth through early adulthood are in dire need of programs that can support their individuality while still offering educational challenges to help them grow. For this reason we deeply support the homeschooling family community in their quest for a better educational experience.

We are that program, offering a real connection with routine and ritual that makes a child truly feel like a valued part of a community.

**Program:**

Creative Spirit (Homeschool Collective) is an unschooling approach for homeschoolers ages 6-10. We offer an answer to the common homeschoolers challenge of consistent social interaction with peers outside of one-on-one playdates. A list of topics are available for the students to take part in however, it is not mandatory. If the children decide that they have an interest in another topic and would like to explore that instead, or in addition too, we will actively collaborate on changes as they come up. The Big Life Journal will be provided to each child and will be part of the daily flow. For any student joining us, they will start where we are in the journal and together, we will rotate back to the start together the following school year.

**Summer Activities:**

- June 4 & 6: Wet & Wild
- June 11 & 13: Science of Gross Things
- June 18 & 20: Color Creations with Art & Tie Dye
- June 25 & 27: Kids Got Talent
- July 2 & 4: Summer Break
- July 9 & 11: Destination Exploration
- July 16 & 18: Games, Games, Games!
- July 23 & 25: Camp Creative Spirit

**Month 1 Starting July 30: Art/Self Expression**

- Field Trip: Re-Create, Art hike, ArtBistro
- Big Life Journal Topic: Make a Difference in the World, Dream Big

**Month 2 September: Gardening/ Earth Month**

- Field Trip :Bushnell Gardens Nursery, Recycling Project, Ocean Project, Climate Change, Green ideas/inventions
- Big Life Journal Topic: Follow Your Heart, You Are Not What You Have

**Month 3 October: Animals, wild/domesticated**

- Field Trip: TLC Stables, Animal Shelter, Sanctuary- Folsom
- Big Life Journal Topic: Believe In Yourself, Take Action

**Month 4 November: Air, Land, and Water Travel**

- Field Trip: Aerospace museum, California State Museum, Sacramento Boat Tour
- Big Life Journal Topic: Be Persistent, Effort Is Key

**Month 5 December: Native Indian Exploration**

- Field Trip: Maidu Museum
- Big Life Journal Topic: Love Learning, Be Mindful

**Month 6 January: Kids with Kindness- Giving Back**

- Field Trip: Children's Hospital, Homeless Shelter donations, Foster Home fundraising, Senior Citizen Home Visit
- Big Life Journal Topic: Be Grateful, Failure Is Learning

**Month 7 February: Passion Projects**

- Field Trip: TBD depending on interest
- Big Life Journal Topic: Be Positive, Journal Review

**Month 8 March: Stars & Plants**

- Field Trip: Powerhouse Science Center
- Big Life Journal Topic: Growth Mindset Statements & Affirmations, Brain Poster

**Month 9 April: Farm to Fork**

- Field Trip: Farmers Market, Farm
- Big Life Journal Topic: "About Me", Interests, Take Chances Sheets

**Month 10 May: Entrepreneurs Evolve**

- Field Trip: TBD
- Big Life Journal Topic: My Problem Solving, Power of Yet, Dream Board, Grit Interview, Mindfulness Bingo, Mini Book Review

**Center Communication:**

We utilize the Bloomz app. This is a communication app for mobile and computer devices that allows parents and teachers to message, share information, and photos. This will be the number one way to connect with our classroom. PLEASE LEAVE NOTIFICATIONS ON AT ALL TIMES. This is the easiest way for teachers to communicate with parents outside of the classroom. Please avoid the all class threads for personal use (playdates, advertising, etc.). If you would like to reach out to a parent, you must individually message them.

### **Sign In/Out Procedures:**

Parents and Guardians or designated adult are responsible for the drop off and pick up of children from our school and are REQUIRED by Community Care Licensing to be signed in/out in our binder using a full signature and time. We ask that you keep a written list of family members or friends whom in the event of an emergency will be permitted to pick up your child. This is for your safety. Pick up will take place at the front porch, children will exit the turquoise door. Please do not enter the classroom upon pickup, wait on ramp. Your child will have all belongings with them as they exit.

### **Program Schedule and Fees**

\$100 enrollment/materials fee due upon enrollment, and may be used to hold spot no more than 30 days in advance.

12:45-4:00 Tuesday and Thursdays \$265/month

\*tuition fee is due by the 3rd of every month. Rate does not change in the event of absence.

\*One week tuition credit per school year available upon written request. Credit given in the form of a discount and never a refund.

### **Daily Schedule:**

12:45- drop off

12:45-12:55 indoor/outdoor gathering

12:55-1:55 indoor/outdoor free play or project work

1:55-2:15 family style snack

2:15-2:25 snack clean up

2:25-3:05 indoor/outdoor free play or project work

3:05-3:10 clean up

3:10-3:35 Big Life Journal & Circle Time

3:35-3:50 Sharing

3:50-4:00 Closing circle

4:00 pick up

**Tuition/Payments:**

Tuition amount will depend on the program you choose to enroll your child/children in. **The payment is to be paid on or before the 3rd of each month.** A late payment fee of \$20 will be applied to your account if payment is not made by noon on the 4<sup>th</sup>. There is a returned check fee of \$25. There will be a cash only policy in effect after the second returned check. The only refunds given are adjustments to any errors that are made by CSLC.

**Snacks:**

Children need to bring their own snack along with a water bottle every day. We will work on snack planning and cooking activities throughout the year, but providing a snack from home daily will allow for cooking failure without going hungry.

**Family Community Expectations:**

Each family must attend 1 parent meeting per school year. This will be scheduled approximately one month in advance. We also require that your family donate 5 work hours (in total for the school year), to be completed on a scheduled family work day.

**Field Trips/ Transportation:**

The last Friday of the month will be an optional field trip to set up for the months upcoming "theme". The other Fridays are optional and it will be a rotation of different parks/events. A schedule will be provided monthly. The field trips are optional and parent participation is required. CSLC is not permitted to transport children. CSLC does not accept responsibility for field trips outside of the regularly scheduled class time of 12:45-4 Tuesdays and Thursdays.

**Medication Policy:**

We respectfully ask that all over the counter medication be given at home. Children will not be issued medication without written instructions from the parent stating that the center staff may do so. A medication permission form must be accompanied by a letter from the prescribing physician and filed out and signed by the parent/guardian. The form includes the dose to be given, date and time it is to be administered, name of medication and child's name. The form must be filled out each day that the child is to receive the medication, unless physician has specified it is a chronic condition that requires medication long term, on a regular basis.

**Health and Immunization Requirements:**

As required by California State Law, every child in attendance must submit a current written medical assessment within 30 days from initial enrollment. Proof of up to date immunization history to be returned on or before their first day of school. If a parent or guardian fails to meet this requirement the child must be excluded from the program. Medical exemptions are acceptable.

### **Immunization/Requirements for parent volunteers:**

Under current law, all in class volunteers are required to submit the following documents before working in the classroom:

1. Clear TB test results
2. Proof of Measles vaccine or titers
3. Proof of Whooping Cough vaccine or titers

### **Sick Policy:**

We are not licensed to care for ill children. Therefore, we are not equipped to handle a child if they become ill for a long period. This is not only for their wellbeing, but for the wellbeing of all our children, teachers, and parent volunteers. We will require children to be picked up within an hour of parent or guardian being contacted. Any child experiencing the following symptoms at school will be sent home. We also ask that you keep children with these symptoms home until they are symptom free for twenty-four hours.

- A fever of 100 degrees or more
- Contagious or unidentified skin or eye infections
- Diarrhea
- Vomiting
- Profuse nasal discharge
- Active cough subject to teacher's discretion

Please notify the center if your child becomes infected with a contagious disease. We will notify families if there has been an exposure to serious illness.

### **Injuries/ Emergencies:**

We try our best to prevent accidents from happening but unfortunately, bumps and bruises are part of life when children play hard. If your child is injured while at school, you will receive an "accident" report upon pick up. We do our best to document all injuries however occasionally a child will skin a knee and not mention it to us. If this occurs we ask that you please let us know so that we can document it. There is a first aid kit on hand for all minor injuries. A staff member will be present at all times that is trained in first aid and CPR.

Parents will be notified immediately if a significant injury is sustained. If a child needs immediate attention from a medical professional, we will seek emergency care. Each parent will be required to sign an emergency consent form.

### **Discipline Policies:**

Children in our care will be given the respect they deserve as an individual to be treated kindly and fairly by children and parents alike. If a child has been mistreated by another we will utilize peaceful intervention to rectify the situation.

According to Community Care Licensing: Title 22: Division 12, Personal Rights, Each child receiving services from a Child Care Center shall have rights which include, but are not limited to, the following:

1. To be accorded dignity in his/her personal relationships with staff and other persons.
- (2) To be accorded safe, healthful and comfortable accommodations, furnishings and equipment to meet his/her needs. To be free from corporal or unusual punishment, infliction of pain, humiliation, intimidation, ridicule, coercion, threat, mental abuse, or other actions of a punitive nature, including but not limited to: interference with daily living, including eating, sleeping, or toileting , withholding of shelter, clothing, medication or aids to physical function.

Rights of the licensing Agency

“The Department has the authority to interview children or staff and to inspect and audit child or child care center records, without prior consent. The school shall make provisions for private interviews with any child(ren) or staff member; and for the examination of all records relating to the operation of the child care center. The Department has the authority to observe the physical condition of the child(ren), including conditions that could indicate abuse, neglect or inappropriate placement.”