



**Prospect Hill Farm Connection LLC
"Farm School"
HANDBOOK**

Farm Connection ("Farm School") Contact Information

Owner/Educator: Ami Zijlstra

Address: 5021 Prospect Hill Road Grass Lake, Michigan 49240

Notice: Google Maps MAY take you to the wrong address. We are one driveway north of Easudes. (GPS will sometimes take you south of Easudes.) Address is on the green mailbox.

Telephone or TEXT: (734) 772-6220

Email: prohillfarm@gmail.com

Website: www.prospecthillfarmmichigan.com

Program Description

Prospect Hill Farm and the Farm School program includes 15 acres of pasture and wooded areas. Students will explore and investigate the science and beauty of agriculture and nature, find opportunities to build confidence, develop foundational skills, and make connections with others.

Mission Statement

We provide agriculture education and experiences for all ages with three goals in mind:
to increase agricultural and environmental literacy;
to foster personal growth and skills development;
to build individual and community connections.

First Day

The first 20 minutes of the scheduled class time will be dedicated to introductions and a brief orientation. We will take care of any emergency and medical forms that still need to be filled out.

Parking and Drop-Off/Pick-Up Procedures

Please be timely with dropping off and picking up. Parking is limited. You may park on the gravel or the grass along the fence on the driveway. Be mindful of other vehicles - try to leave

room for everyone to move in and out. Walk your child from the parking areas to the classroom, where you will sign-in with your child.

If you are going to be late picking up your child, notify Ami, via the Farm School phone number (734-772-6220) If no one answers, LEAVE A MESSAGE. Only adults that have been put on the emergency contact list will be allowed to take the child from the farm property. If there needs to be a change, call and talk to Ami, directly.

Designated Waiting Areas During Class

This is a drop-off program, so adults may leave the property and return at pick-up time. You are also welcome to stay on the farm during your child's class. If you remain on the property, you have two options. You may either hang out in the "Parent Pen", or you may wait in your vehicle, where you can take a nap, call your mom, or read in peace and quiet. 😊 For liability reasons, and also in order to provide the most beneficial experience for your child, it is not allowed for waiting adults and families to walk around other parts of the farm.

Thank you for understanding.

Bringing Other Children to the Farm During Class Times

We understand that older and younger siblings will sometimes need to come along. Unfortunately, It is not allowed for waiting adults and children to walk around other areas of the farm. We understand that this may be difficult if you have another child with you, but we appreciate your cooperation and help with this! Our responsibility is to make sure our class students are able to experience every benefit of their class time, without distraction.

We are working towards being able to offer classes for both age groups at the same time. We know it can be an inconvenience to have only one option at a time.

AM Program Routine

10:00 a.m. Drop-Off and Sign-In
Group Time
Animal Care and Farm Chores
Snack
Play, Activities, Exploration
11:30 a.m. Pick-Up and Sign-Out

P.M Afternoon Routine

2:00 p.m. Drop-Off and Sign-In
Group Time
Animal Care and Farm Chores
Snack
Play, Activities, Exploration
4:00 p.m. Pick-Up and Sign-Out

Clothing

Please expect that your kids will get wet and dirty. Dress your kids in clothes that are ok to be ruined...forever. (Goats can chew holes in clothing pretty quickly.)

Children should wear (or at least bring) mud/rain/chore boots year-round. Tennis shoes in warmer seasons and winter boots in cold seasons are fine to wear, but may not keep their feet dry or comfortable.

Dress in (or bring) appropriate clothing for the day/season. This may include; a weatherproof jacket, mittens, hats, layers, snowpants, bathing suit and towel, and a full change of clothes. Please apply sunscreen and bug spray prior to drop-off, in the summer. Each child should arrive with a backpack/bag to hold their gear, including a water bottle. Boots and outdoor shoes will be taken off at the classroom door. Please bring slippers or a clean pair of shoes to be worn inside only. (***This will apply once the construction of the new classroom is complete.***)

Weather

We are an outdoor program. We will only cancel in the case of severe weather conditions. Class will still be held during rain and snow and even during mild thunderstorms. We have shelter to use when necessary.

NOTE We do not have an area to shelter during a tornado, so in cases of possible conditions for tornados, we will cancel.

Restroom

There is an outhouse on the farm. It is professionally serviced, as needed. Unfortunately, it is not handicapped-accessible. Our new classroom (currently under construction) will have a restroom that will be accessible to all, in the future.

Preschoolers do NOT have to be potty-trained to attend Farm School, but teachers will not be able to change diapers during the class period.

Snack / Food

Children will be provided with a (no added sugar) snack (i.e., pretzels, fruit, veggies, etc...). We may serve special treats during holidays and/or birthdays. If you would like to arrange something special for your child's birthday, contact Ami.

If your child has an allergy, you may bring a snack from home. Please do not bring snacks from home, unless absolutely necessary.

Emergencies

In the event of an emergency at the farm, we will call the contact on the emergency form that you provided. You will be required to provide at least two emergency contact phone numbers. If you are planning to explore the immediate neighborhood (hiking trails, etc...), we will need a number for someone who will be available to answer their phone and in a good service area, during the time of class.

Medications

All routine medications should be given prior to arrival. If your child requires medication during the program, we ask for compliance with the following standards:

- ✓ All medications must be in their original containers bearing the pharmacy label and child's name—and have specific instructions for use.
- ✓ Medications must be current, not expired
- ✓ All medications must be registered with the program instructor in order to monitor each dose

All children with severe allergies must provide an emergency action plan. This should include the triggers of the reaction, signs of the reaction, and necessary steps if a reaction should occur. If your child requires an Epi pen, a lead teacher will have it on her person at all times. An action plan form can be provided by Prospect Hill Farm Connection, if needed.

What to Bring to Farm School

- ___ On First Day: The Following Signed Paperwork;
 - ___ Media/Photo Release (optional)
 - ___ Emergency form
 - ___ Medical Forms, if applicable for your child
- ___ Apply sunscreen and bug spray before dropping off (seasonal)
- ___ Appropriate Clothing (boots, coat, hat, mittens, snowpants, bathing suit and towel during the summer, change of clothes, slippers/clean shoes for classroom only)
- ___ Medication/EpiPen labeled and with instructions, if needed for your child
- ___ Water bottle for your child, **year-round**. (In the winter, try a warm water thermos)

What Not To Bring to Farm School

- ___ Toys from home. If this causes a significant problem, we can work something out. Please talk to Ami.
- ___ Food from home, unless otherwise arranged for special occasions or allergies.

If You Have Concerns or Questions...

We ask that you always come directly to us with any concerns, grievances, or questions you may have. We ask that you do not turn to social media before coming to us, first. We want to have the opportunity to talk, learn, and make improvements.

We value and appreciate direct communication and this kind of approach in resolving conflicts.

Thank you for being a part of the Farm Connection program. We are looking forward to getting to know each and every family! See you at the farm! - Ami and Ijme Zijlstra