

THE FAMILY YMCA

SUMMER PROGRAMS

Mission

The Family YMCA's mission is to build individual family and community strength by focusing on youth development, healthy living and social responsibility. We are a charitable institution where, thanks to support from the United Way of Northern New Mexico and individual donations, no one is turned away due to their inability to pay. The YMCA's four core values of **caring, honesty, respect, and responsibility** are stressed in all YMCA programs, including child development programs.

Our Y Camp program provides high quality programming to elementary aged students in Los Alamos and White Rock. Please see Goals and Objectives section for more details.

Our iCARE program provide high-quality experiential, outdoor opportunities for elementary-age students to help them engage through all of our environments, whether those are physical, mental, social, cultural or spiritual. Our approach is to encourage kids to explore what sparks their interest, to embrace their imagination and creativity, and to value their connections to other people, our wider communities, and our planet.

Philosophy

The Y strives to provide programs that are sensitive to the individual needs of children, and age-appropriate learning experiences that support each child's growth and development. Specifically, our program offers children a base of warmth, security and continuity provided by caring, qualified staff. Our low staff to child ratios allow for active engagement of all children, which fosters a sense of acceptance and a positive self-image within each child. The design of our program permits freedom within set limits; limits that have been established and agreed upon by both staff and children.

Curriculum

Our program's flexible schedule allows children to choose between a variety of activities. Our activity choices are designed to provide an opportunity for children to experiment and explore, engage with staff and others, and challenge their social, mental, and physical abilities.

Our Y Camp program's activity choices include arts and crafts, active games, science activities, dramatic play, service learning projects, puzzles and games, and field trips.

We provide age-appropriate, educational opportunities for children through a variety of activities that emphasize a hands-on approach and play as the primary mode of learning. All camps are supervised by educated and experienced staff. iCARE provides an engaging program for elementary-aged children with an emphasis on ecological and community awareness.

*In keeping with our mandate of building strong kids and families and to maintain safe and comfortable facilities, convicted or registered sex offenders are excluded from membership and program participation at The Family YMCA, and offenders shall not enter onto YMCA property or loiter in the vicinity of YMCA programs and activities.

Registration Information & Policies

Dates

See supplemental information sheet.

Location and Hours

See supplemental sheet for location and times. Y Camp & iCARE Nature Camp will be utilizing space at an elementary school . Please check the weekly calendars to determine where your child will be at any given time.

Y Camp & iCARE Nature Camp operates from 7:30 a.m. to 5:45 p.m. **Parents or other authorized adults must sign children in and out each day.** Children may not be signed in earlier than 7:30 a.m. Late pick-up charges will be assessed if children are picked up after 5:45 p.m.

Fees

There is a \$25 registration fee per child. This fee is waived during the registration drive. Payment for the first week is required at the time of registration; children are only registered for dates which payment has been made. There is a 5% discount for the 2nd+ child. See supplemental information sheet for fees.

Registration

Registration is accepted at the Y located at 1450 Iris St. Registration and liability forms must be completed and signed a minimum of 24 hours in advance before a child can attend any of the Y programs. There is a \$25.00, per child, non-refundable registration fee for summer camp. This fee is waived only during the registration drive. To register you must have a completed registration form, which includes a list of at least 3 adults authorized to pick up your child, a completed parent/child Y facility liability and parent statement of understanding; as well as pay for the first portion of care. **All authorized persons will be required to show photo ID when picking up the child.**

The child is not considered registered and will not be allowed to attend any programs until we have the following: fully completed registration form, completed liability forms, \$25.00 registration fee (if after the registration drive) and an initial payment. This is needed for **each** child registering and must be updated each year to be enrolled.

The regular registration deadline is the Thursday prior to the week. After the Thursday deadline, registration will only be accepted at the drop-in rate of \$45 per day. Drop-ins are only accepted if space permits.

Financial Aid

Assistance is available for all Y programs. Aid is based on income, family size, medical needs, and extenuating circumstances. Financial aid forms are available at the Y front desk or on our website (laymca.org). This aid is available thanks to contributors, including the United Way of Northern New Mexico/Los Alamos and the Y's Annual Campaign. All financial information is kept strictly confidential. Any parents who have financial aid will jeopardize their aid if they do not keep their account up to date

Family Discounts

A second child, and any additional children from the same family, will receive a 5% discount. This discount does not apply to registration fees.

Credit Card Payments

You may pay your bill by credit card. There is a 2% credit card fee for every transaction. Call the Y at 662-3100.

Drop-Ins

A child is considered a drop-in if payment is received after the Thursday prior to the week! Drop-ins will only be accommodated if there is space available. Drop-in rates are \$45 per day. ***Drop in days are not transferable or refundable.***

Authorization to Pick Up Children

Parents MUST list a minimum of 3 persons other than spouse as authorized to pick up child(ren). Only people designated on the registration form's authorized pick up list will be allowed to pick children up from our program. All authorized persons (including parents or legal guardians) must show photo ID when picking up the child(ren). Any additions or deletions must be

done in writing, at the YMCA's main facility.

Late Pick-up Charges

We understand that time can get away from parents and that unforeseeable circumstances can lead to an inability to pick up children by programs end at 5:45 p.m. Please call the Y as soon as possible when this occurs. Leaving a child late is very stressful for both the child and the staff. Please be considerate by complying with the 5:45 p.m. pick-up deadline. The Y assesses a fee for late pick ups. At 5:45 p.m. staff will begin to contact parents, and at 5:50 p.m. staff may begin to try emergency contacts. Parents of children picked up between 5:46-5:50 p.m. will be charged a late pick-up fee of \$10.00. From 5:51-5:55 p.m., parents will be charged \$20.00 and from 5:56-6:00p.m. parents will be charged \$30.00. Incremental fees will be assessed for any additional time past 6:00 p.m. This fee is per child and will continue in 15 minutes increments until the child is picked up. Late pick-up fees will automatically be charged to your EFT on file.

Refunds

The Y reserves the right to postpone or cancel a camp due to inclement weather or other unforeseen circumstances, including but not limited to evacuation and natural disaster. Programs cancelled due to such will not be issued a refund.

Confidentiality Policy & Records

Y staff must sign a code of conduct that specifies they will not discuss confidential matters with anyone outside of the Y or with unauthorized employees. Lists of participants, confidential materials, and restricted information will not be removed from the facility or discussed with or shown to anyone under any circumstances without authorization. The Y Code of Conduct also specifies that staff will not gossip in the work place.

Enrollment paperwork specifically states that parents must provide documentation to the Y regarding the legal status of a child if custody is in dispute. Enrollment paperwork and additional notices will be kept at each site and at the Y, and are only available for staff to review.

Parents who desire stricter confidentiality on any specific matter must request special actions from the Administrative Assistant, who will inform Y staff of new procedures and arrangements.

Tax Statements

We do not issue tax statements. Please keep your receipts, cancelled checks or bank statements for your records. The Y will print out your account journal but if you need individual receipts, there will be a \$25.00 fee. Our tax number is 85-0130054.

Comments and Concerns

We strive to provide the best quality enrichment program possible, so we invite any comments or concerns that parents may have. Please address immediate concerns with Y Camp counselors and directors. If you are still not satisfied, or would like more information, please call the Administrative Assistant or the Y Child Care Director at 662-3100. All complaints will be investigated immediately.

Programming

Activities

At Y Camp children will participate in the following afternoon activities or 'stations': performing arts, fine arts, sports and games, and science. Organized field trips, community service and special presentations are also a regular part of the Y Camp program. Likewise, ample time for free play, reading, playground activities, and interaction with friends is provided. Activities incorporate the Y's core values of **honesty, caring, respect, and responsibility** and "Character Counts" activities.

Sample Daily Schedule:

7:30-8:40	Welcome, Sign-In, Free Play
8:45-9:25	Morning Assembly/RahRah
9:30 - 10:25	Snack/Recess
10:30-11:05	Wellness Time
11:10-11:55	Station #1: Various

12-1:15	Lunch/Recess
1:20-2:05	Station #2: Various
2:10-2:55	Station #3: Various
3-3:30	Snack
3:35-4:10	Station #4: Various
4:15-5	Station #5: Various
5-5:45	Recess

iCARE NATURE CAMP

Will be leaving the elementary school site for the majority of the program. Therefore, all children must be dropped off **NO LATER THAN 11am**, and early pick (before 4pm) may have to be done off-site. Please contact iCARE staff a week in advance if you are planning to pick-up your child before 4pm.

Sample Daily Schedule:

7:30-8:40	Welcome, Sign-In, Free Play
8:45-9:25	Morning Assembly/RahRah
9:30-10:45	Snack/Recess
11-4	Fieldtrips & Outdoor Activities
4:15-5	Station #5: Various
5:5:45	Recess

Calendars

Weekly calendars will be available at the Y Camp site, the Y front desk, and on the Y's website (laymca.org). Calendars are available on Thursday morning for the upcoming week. Calendars will include field trip times and locations, daily station activities, and other important notes.

Celebrations

The Y programs may include seasonal crafts and celebrations. Parents who wish for their child to not participate in such activities must communicate their protocol to the camp staff, who will note this on the child's paperwork, and respectfully honor these wishes.

Dress Code

Staff and students must dress within the policies set forth by the Y and school administration.

• Children must dress in a comfortable, but appropriate manner. Clothing that appears to be gang-related or advertises alcohol, drugs, tobacco, sex, or topics that are deemed offensive, distracting and/or inappropriate for school will not be allowed.

- Children should wear shoes that they can run and play safely in.
- No short shorts, bare midriffs, or spaghetti straps. Pants need to fit above the hips and not be excessively long so as to create a safety hazard.
- Underwear should not be visible.

• Children should be dressed in appropriately sized clothing that will not compromise the child's privacy in activities such as when sitting on the floor.

- Children should be prepared for the weather.
- Heelies (shoes with wheels in them) are not permitted.

Please understand that the summer camp program often includes activities that may dirty or stain clothing; children should dress accordingly.

In the case of a bathroom accident, Y staff will attempt to find children an alternative set of clothes by looking in the lost & found. In order to protect children from the embarrassment of having to wear soiled or misfit clothes, please keep a change of clothes in their backpacks.

The iCARE programs often include activities that may dirty, stain, or damage clothing, and children should dress accordingly. While in the outdoors, when there is no access to bathrooms, the iCARE participants utilize an "outdoor bathroom" procedure, a procedure that may be new and uncomfortable to some children. In case of a bathroom accident or play-related mess, please make sure to pack a change of clothes in a sealed Ziploc bag everyday of iCARE attendance.

Electronics

Children are not to have electronic toys (Game Boy, PSP, I-Pod, etc.) at the Y program unless there is a specified activity noted on the calendar (e: Show and Tell, electronics day). If a child brings an electronic toy to the program, the staff will take the toy, and return it to the child's parent at the end of the day. **Please note that children are never allowed to have cell phones at the summer camp program.**

Field Trips

Field trips are a regular part of the Y programs. These field trips will include travel outside of Los Alamos, often to Espanola, Santa Fe, and Albuquerque. Parents must provide written permission for their child to attend the field trip. If parents choose not to have their child attend the field trip, they may remain at camp with an alternative age group. Fees associated with field trips will be covered by the Y; children are not permitted to bring money on field trips for snacks or souvenirs. Parents are welcome and may be asked to accompany their child on any field trip as a parent volunteer, although parent volunteers must provide their own transportation to and from the field trip location. Parents are also welcome to pick their child up at a field trip location; all normal sign-out procedures must be followed.

Food and Snacks

Parents are responsible for providing a nutritious lunch for their children during summer camp. The Y will provide hot water for students who wish to bring dry soups, cocoa or other dehydrated foods. **There will be no microwaves available for student use; please do not send lunches that need to be warmed/cooked in a microwave.** Glass containers and containers with metal tab lids are discouraged. Children are also discouraged from sharing their food for sanitary and allergy reasons. If a child forgets his lunch we will make every attempt to contact parents/guardians to provide food for that child. If no one is available to bring a lunch, a lunch is provided by the Y, and a \$5 fee is assessed.

At Y Camp a nutritious morning and afternoon snack is provided for all children. There is only one snack option provided; if your child does not like the snack being served, please send them with an alternative from home. An alternative snack will be provided to children with food allergies, but the program must have a written prescription/diet order from a physician or a recognized medical authority. Diet orders must be complete and descriptive, and not subject to interpretation by the program staff.

At iCARE NATURE CAMP children bring lunch and 1 (afternoon) snack from home. We will primarily be outside for the entirety of each day where there will be neither microwaves nor hot water available for student use. Therefore, please do not send lunches that need to be warmed or cooked. Please also send your child with all necessary eating utensils. Children are discouraged from sharing their food for sanitary and allergy reasons.

*Participants will need to bring water and will be required to take the water bottle/container home with them (hopefully to be re-used)

Policy of Parent Involvement

The Y promotes excellent positive relationships between staff and the parents of the children we serve. We highly recommend that all parents be actively involved with the activities that are being provided within camp. We have an "open door" policy that allows for parents to ask questions and present ideas that may be of use to the children and staff and to visit at any time. Please contact the Y Camp Director if you wish to share any ideas and/or thoughts. Volunteer parents are always welcome. Parents must follow all Y policies, including child protection policies, which specify that no private one to one contact is allowed

during the program, except with a parent's own child. Volunteers who assist the program on a continuing, on-going basis must complete volunteer paperwork including reference checks and a criminal record background check.

Visitors

Parents/legal guardians listed on the registration form are welcome to observe camp at any time. Only upon guardian's written permission are others welcome to observe. If an unregistered child is "observing" camp, that child's parents must be present. Visiting children must be under parental control at all times.

Volunteers

In keeping with The Y's commitment to youth development, promote healthy living and social responsibility, volunteers are always encouraged. Please let us know if you have, or know of anyone who has, special skills to share with the children by contacting the Y Child Care Director.

Messages

Messages for camp staff or messages regarding your child must be left at the Y, 662-3100.

Behavior Expectations & Discipline Policy

Behavior Expectations

It is the Y's goal to provide a healthy, safe, and secure environment for all Y participants. Children who attend the program are expected to follow the behavior guidelines based on the four core values and to interact appropriately in a group setting.

Behavior guidelines:

We will **care** for ourselves and for those around us.

Honesty will be the basis for all relationships and interactions.

People are **responsible** for their actions.

We **respect** each other and the environment.

When a camper does not follow the behavior guidelines, we will take the following steps:

1. Staff will redirect the camper to more appropriate behavior.
2. The camper will be reminded of the behavior guidelines and day camp rules, and a discussion will take place.
3. If the behavior persists, a parent will be notified of the problem.
4. The staff will document the situation. This written documentation will include what the behavior problem is, what provoked the situation, and the corrective action taken.
5. Staff will schedule a conference with the parent so they can determine the appropriate action to take.
6. Staff will schedule a progress check or a follow-up conference.
7. If the problem still persists, staff will schedule a conference that includes the parent, camper, staff, and program director. The program director will have all documentation and the notes from the previous conferences for review. If subsequent conferences have to be scheduled, a counselor may also be present.
8. If a child's behavior at any time threatens the immediate safety of that child, other children or staff, the parent may be notified and expected to pick up the child immediately.
9. If a problem persists and a child continues to disrupt the Y program, the Y reserves the right to suspend the child from the program. Expulsion from the program will be considered in extreme situations.

The following behaviors are not acceptable and may result in the immediate suspension of a camper for the remainder of the current day and the next day:

- Endangering the health and safety of children and/or staff, members, and volunteers
- Stealing or damaging Y or personal property
- Leaving the day camp program without permission
- Continuing to disrupt the program
- Refusing to follow the behavior guidelines or day camp rules
- Using profanity, vulgarity, or obscenity frequently
- Acting in a lewd manner

If any of these behaviors persist, staff may suspend the camper a second time before expulsion. Immediate expulsion may occur if a camper is in possession of and/or using tobacco, alcohol, illegal drugs, firecrackers, firearms, or explosives. The Y has a zero tolerance policy regarding bullying/teasing and will be grounds for immediate expulsion.

A child may be withdrawn from the program, without prior warning, for any behavior and or verbal threats that jeopardize the safety of themselves, other children or staff.

Discipline Policy

Children need instruction more than they need criticism.

Discipline means training which enables the child to develop self-control and orderly conduct in relationship to peers and adults.

Discipline shall be clear and understandable to the child, consistent, and explained to the child at the time of any disciplinary action.

Discipline shall include positive guidance, re-direction, and the setting of clear-cut limits, which foster the child's own ability to become self-disciplined.

Our discipline practices are designed to encourage the child to be fair, honest, and caring; to respect property, and to assume personal responsibility and responsibility for others.

Positive discipline may include brief, supervised separation from the group (time-outs) or withdrawal of special privileges (for example, losing the privilege to play with a toy if the child is mistreating the toy).

It is our policy to use "time-out" as a last resort and for short intervals. "Time-out" may be necessary after one or more reminders and use of the other positive discipline techniques outlined above. Separation from the group shall not be done in any humiliating manner and shall be in the open view of the supervising adult(s) for the safety of the child.

The following disciplinary actions are prohibited by the Y:

- Physical punishment of any type
- Withdrawal of food, rest, or bathroom opportunities
- Abusive or profane language
- Unsupervised isolation of the child
- Any other type of punishment that is hazardous to the physical, emotional, or mental health of the child

Van and Shuttle Policies

Program and Van / Bus Rules

Rules for all Programs:

1. Follow the YMCA's core values: be caring, honest, respectful, and responsible at all times.
2. Walk and speak in normal voices when indoors.
3. Keep hands, feet, and hurtful remarks to yourself.
4. Treat all property, the YMCA's and school's, with respect.
5. Respect and listen to adults and each other.
6. Snacks will be eaten while sitting down.
7. Use playground equipment safely as intended.

Rules for van /bus use:

1. Everyone in the van will use seat belts.
2. Soft voices will be used in the van.
3. Upon arrival at location, children wait at a designated area until all children have gotten out of the van.
4. Eating is not allowed in the van.

Y Shuttle

The Y will provide transportation to and from summer camp. Shuttle punch cards must be purchased at the Y front desk. Punch cards are non-refundable.

The bus will depart from Chamisa Elementary School at 7:45 a.m. On the return, the bus will depart from base camp at 5:10 pm All children must be picked up at Chamisa Elementary School by 5:45 p.m. *Shuttle locations and times are subject to change.*

Transportation

Seat belts are required to be worn by everyone in the Y vans and buses. All Y vans and buses are checked and maintained regularly for safety. All drivers are 21 or older and have clean driving records.

General Safety Guidelines

Releasing Children

All parents and authorized persons must sign children out when they arrive at the Y program. All parents and other persons must provide photo identification so that Y staff can verify they are authorized to pick up the child. A walking permission slip must be filled out by the parent/guardian in advance if a child will be signing themselves out (in the case that a child walks home on his own). Once a child is signed-out by an authorized person, the Y is released from its responsibility. The Y will not release a child to anyone (parent or other) whose judgment appears to be impaired due to the use of alcohol or drugs. In such a case, we will call another authorized person or emergency contact to pick up the child. If the adult takes the child before we are able to call another authorized person, the police will be notified and also if the adult leaves without the child and is driving.

Health and Safety

Your child's health and safety are very important to the Y staff. A staff member may never be alone with a child in an area or location where she cannot be observed by other staff. All school rules regarding playground equipment apply to the Y program. Please be sure to note any allergies or medical problems in the space provided on the registration form. If your child is taking medication, please note this on your forms. If no allergies are present, please mark "none" on the registration form. Also, please be sure to notify the Y of any changes of address or phone numbers, including work numbers, as it is imperative that we be able to contact the parent in case of an emergency. Parents will be called if a child appears to have symptoms of illness during the program hours. In such cases, the child will be provided care and comfort until a parent/guardian is able to pick up the child. Your child should not come to the program if:

- He/she has a fever or has had one during the previous 24 hours,
- He/she is taking an antibiotic and has not been on the antibiotic for 24 hours,
- He/she has heavy nasal discharge, or
- He/she has a constant cough

Medication

Please notify Y Camp Director or Y Camp Assistant Director if a child is taking medication of any kind. You must complete a written authorization which can be obtained from staff in order for your child to administer medication to him/herself. The Y will not allow a child to take medication without prior written authorization.

Procedures in Case of Injury or Accident

The Y staff will make all decisions relevant to a child's well-being in case of accidents or emergencies. The Y Child Care Director, Camp Directors, Assistants, or other Administrative Staff will be called upon, if necessary, to help make decisions.

If a child is injured at camp, the staff will assess the severity, and will decide on a course of action. All camp staff are trained in First Aid and CPR. If an injury is minor, parents will be informed upon their arrival to pick up the child. Parents will be contacted if a child is in pain or uncomfortable after an injury. A severe injury will receive immediate first aid and parents will be contacted. If necessary, Emergency Medical Services will be called and the child may be transported to Los Alamos Medical Center. An emergency contact may be called if parents cannot be reached. In the event of accidental injury, parents will be expected to be responsible for all expenses incurred for emergency medical care. See liability waiver on registration form. **IT IS VITAL THAT YOU KEEP THE PROGRAM UP TO DATE ON CHANGES IN PHONE NUMBERS AND OTHER IMPORTANT INFORMATION.**

Harassment

Harassment of and by children, parents and staff is strictly prohibited. Allegations of harassments by children will be dealt with in a manner detailed under Behavior Expectations. Allegations of harassment by staff will be dealt with in the same manner as consistent with suspected abuse.

Lost or Stolen Items

The Y is not responsible for lost, broken, or stolen items. We encourage children to leave valuables at home. Please be sure to label all clothes and personal items on an inside surface. In response to allegations of children stealing from one another, please understand the Y staff reserves the right to check the contents of the backpacks of any child suspected of having the belongings of another student.

Missing Children

If a child who was in attendance at the program is found to be missing, a quick search of the program area will be done. If the child is not found, the parents will be notified and the police may be called. If a child is found to be deliberately hiding from the staff, consistently runs away from the group, or refuses to stay in the group, the parents will be notified to pick up the child, and the child may be removed from the program.

Suspected Child Abuse

Suspected child abuse or neglect will be reported to the Y Child Care Director and Child Protective Service. If any child comes to the program with "mysterious" bruises or says anything to indicate any type of abuse, the Child Protective Service will be notified immediately.

"Every person, private citizen or professional, in New Mexico who has reason to believe that a child under 18 has been abused is mandated by law to report the suspected abuse. Failure to do so is a crime. No person, regardless of his or her relationship with the child or family, is immune from reporting suspected abuse. A person making a report in good faith is immune from both civil and criminal liability." * taken verbatim from **Stop Child Abuse/Neglect** booklet by Human Services Department, Santa Fe, NM.

Emergency and Evacuation Procedures

Emergency Contacts

Registration forms for children must include emergency contact information for three separate contacts. Changes to this information must be made in writing at the main Y facility.

Actions at Site

Staff will maintain possession of registration paperwork and attendance sheets in all situations. Camp will have emergency food and first aid kits.

Actions for Parents

Please make sure to update your child's registration form at the Y main office where it will be disseminated to the summer camp site. Remember to update again when necessary. Discuss the following plans with your children. Stay calm in emergencies. Y front desk staff will be briefed as soon as possible on emergency procedures so that they may inform parents who call. If the situation dictates, parents should wait at the Y gymnasium for further information and instructions. When parents are able to pick up their child, the parent will be required to present identification.

Evacuation from School

This may be necessary, for events that render the school unsafe, for instance; fire, gas leak, chemical spill, bomb threat. An Incident Commander may change the location according to the situation. All personnel and students will leave the building by the safest route to their assigned area, which is practiced in fire drills. There they will await further instruction. Students will re-enter the building when the incident is remedied. Rallying site details per school follow:

Aspen: Primary staging area is the soccer field; secondary staging area is the Baptist Church on Diamond Drive.

Barranca: Primary staging area is the tennis courts east of the school and the swimming pool; secondary staging area is the play lot on the west side of the school.

Mountain: Primary staging area is the teacher parking lot west of North Road; secondary staging area is Urban Park Pavilion.

Lock-down at School

A lock-down is an event such as a wild animal on or near the campus, armed person or a hostile situation. Students will be accounted for and secured in locked areas. No one will be allowed out, or in. Staff cell phones must be set to silent mode.

There will be no exceptions until the area is cleared by the Incident Commander and/or the police. Staff will be unable to release students until an "all clear" signal has been given. Lock-down procedures:

Proceed immediately to nearest classroom.

Quickly do a visual sweep of hall/area in immediate vicinity.

Bring students from immediate vicinity into room.

Lock all doors – pull outside door shut.

Turn off lights/close windows & curtains.

Everyone moves to the floor away from windows & curtains.

Duck and cover – Inside: (use a desk or piece of furniture as a shield)

Drop to knees with back to window

Make body as small as possible

Bury face in arms

Keep eyes closed and ears covered

Duck and cover – Outside: (try to get behind solid object)

Lie prone, with face away from source of event

Cover head, face, and as much skin surface as possible

Keep eyes closed and ears covered

Account for students and staff and record on drill form.

Wait for further instructions, remain quiet, and wait for the "all clear".

Shelter-In-Place at School

Examples of this include events of nature such as flood, blizzard, windstorm, environmental concerns including chemical and radiological releases. The shelter-in-place site for summer camp is the gymnasium.



**Thank you for your support.
We look forward to serving your child development needs.**

