

Homestead After School 22/23



Homestead Court Club After School Youth Programs

After School Program

Ages: 5-12

Days: Monday through Friday Times: 3:00-6:00pm

Cost:

Advance Sign Up: \$17/day Members \$27/day Non– Members 48 hours– Day of: \$22/day Members \$32/day Non- Members

Homestead After School Program is a kid- friendly program that focuses on helping parents out after a long day. Campers will get to have choice time, structured activities and counselors are available to help with homework. Kiddos will have transportation from Edwards Elementary School in the Homestead owned Clubhouse van. A snack will be provided for each child. Please send your child with an extra snack daily if they have any food allergies, sensitivities, or aversions.

Homestead Clubhouse Camp

Ages: 5-12

Days: Monday through Friday during scheduled breaks

Times: 8:30am-5:15pm

Cost:

Advance Sign Up: \$40/day Members \$50/day Non- Members 48 hours-Day of: \$45/day Members \$55/day Non- Members

Homestead Clubhouse is an action packed camp for children entering kindergarten through fifth grades. Participants will enjoy a wide variety of daily activities that include: yoga, arts and crafts, show and tell, parks, special events, science, leadership development, positive social interaction, sports, teamwork games, and so much more! Homestead Clubhouse is limited to 30 campers per day, so don't miss out on this great experience. Included in the cost are a noon snack and art supplies.

Camp is offered on school breaks and registration will be released one month in advance.

Homestead After School Program Parent

Handbook and Registration Guide

Homestead Clubhouse Camp is offered at Homestead Court Club, Edwards, Colorado. We also take advantage of the vast surrounding Homestead property.

After School at Homestead Court Club in Edwards

*State licensing requires that campers must be at least 5 years old to attend.

After School Program

For ages 5-12, the program runs from 3:00-6:00pm, with a van pick up at Edwards Elementary School at 2:50pm.

Homestead Clubhouse Camp

Full day activities for campers ages 5-12. Camp runs from 8:30AM-5:15PM, during holiday breaks.

Tennis

Tennis is offered during clubhouse hours for ages 5-12.

*An additional fee will be charged to your camp day. Please register for these programs with tennis staff.

Homestead Court Club Mission

The Homestead Court Club Clubhouse Program seeks to enrich the lives of children living locally. Homestead Clubhouse enhances learning by providing safe, supportive and structured environments that support overall health and well-being. We offer creative programs that promote the social, physical, intellectual and emotional development of children and youth.

Goals and Objectives

Our enthusiastic staff is committed to the mission, vision and values of Homestead Court Club. We strive to make camp active and fun, without focusing on competition. As required by the State of Colorado, a camper to staff ratio of 1 to 15 must be in effect. However, Homestead Clubhouse will make every attempt to provide a camper to staff ratio of 1 to 10, ensuring each camper will have increased interaction throughout the day.

Homestead Court Club Philosophy and Purpose

The Homestead Clubhouse Program provides a variety of experiences in a safe and positive environment in which children can learn, play and grow. The children are able to develop skills and self confidence by promoting sportsmanship, working in teams and simply having fun.

Age Groups

Homestead Court Club Clubhouse caters to children ages 5-12 years old.

After School Program Hours

After School Program: 3:00-6:00pm, Monday through Friday. Registration required.

Camp Hours

Clubhouse Camp: 8:30AM- 5:15PM, during school breaks. Registration required. Registration will be released one month in advance.

Homestead Clubhouse Camp Overview

Holiday Closure Dates and Limited Hours *

Monday, September 5 Thursday, November 24 Friday, November 25 Friday, December 23 Monday, January 9 Monday, January 16 Friday, March 31 Monday, May 29	CLOSED CLOSED CLOSED CLOSED CLOSED CLOSED CLOSED CLOSED CLOSED	Labor Day Thanksgiving Thanksgiving Friday No School No School Martin Luther King Jr Day No School Memorial Day
Monday, May 29	CLOSED	Memorial Day
Friday, June 2	CLOSED	No School All Schools

Tentative Closure Days: There is no after school program on Learn to Ski days. Dates TBD.

Weather Closures

When inclement weather becomes an issue, cancellation of the Homestead Clubhouse will be determined by the camp director and the Clubhouse staff. We will make this information available as soon as a decision has been reached. Please call the Homestead Court Club front desk after 8:00AM at 970-926-1067 to speak to the director or assistant director.

If the Homestead Clubhouse is closed due to weather, a charge will not be made for that day.

If the Homestead Clubhouse is closed early due to weather, the camp staff will notify parents as early in the day as possible. Parents will be responsible for picking up their children or arranging a ride home with an authorized adult. Credit will not be issued for partial camp days.

Special Needs

We will provide reasonable accommodations, modifications and services in accordance with the needs of a camper's disability. Parents must communicate the child's physical, emotional and/or cognitive needs with the Camp Director prior to the first day of attendance.

When We Can No Longer Serve a Child

We will notify parents/guardians in writing of any changes to our program, policies and procedures.

Campers may be suspended from the Homestead Clubhouse program for a period of days, or permanently withdrawn from the program for the following reasons:

Excessive late pick-up (3 or more)

Discipline/Behavioral problems (3 or more)

Nonpayment of fees

Uncooperative parents

Suspension may be more appropriate than withdrawal if the three disciplinary/behavioral offenses were over an extended period of time

We reserve the right to refuse service or dismiss any child from the Homestead Clubhouse.

Homestead Clubhouse Daily Procedures

Arrival/Departure

Check in/out will be located in the Clubhouse Room, unless special circumstances apply and a sign is posted.

After School Program participants must arrive **no** earlier than 3:00pm and be picked up **no** later than 6:00pm. A fee of \$1/minute per minute late will be charged to your daily fee.

Attendance

Sign In/Out

An authorized adult will be asked to check the camper(s) in/out each day. If the staff is unfamiliar with the authorized adult, a photo ID must be provided in order for the child to be released. Our sign in/out procedures are intended for the safety of the campers and others.

Absent

Parents/Guardians must notify the Director if their child is going to be absent. A camp director can be reached at 970-926-1067. If no one answers, please leave a message with the date, time, and reason for your child's absence.

Late Drop Off

In the event of late arrival, it is the parent's responsibility to sign their child in and locate the camp counselors. The Homestead Court Club front desk will have information on the location of the after school or camp group.

Late Pick Up

If a child is still present after the designated pick up time, the staff will attempt to contact the parent/guardian and authorized adults listed to pick up the camper within a half hour. If the half hour has passed and authorized adults cannot be located, the staff will call Social Services and the police. Three late pick ups will result in removal from program.

Unauthorized Adults

Campers will only be released to those adults who are listed as an authorized pick up.

*Sheets for additional authorized pick ups are available. Please ask Jillian for assistance.

If an unauthorized adult attempts to pick up a child from camp, the parents and police will be contacted. The unauthorized visitor will be asked to leave the premises.

Identifying Where Children are at all Times

Roll call will be conducted by the counselors at regular intervals during the day. No one is allowed to leave the program property during the day at any time unless accompanied by a counselor and cleared with the program Director.

Meals and Snacks

Participants should bring a nutritious snack and a water bottle labeled with their name. Water will be available at all times.

Please note that campers must bring a lunch on a camp day. Please make sure that this lunch is appropriate as we do not have use of a refrigerator or microwave.

Homestead Clubhouse will provide an afternoon snack to the program participants each day. Parents are strongly encouraged to send additional snacks for their child to eat throughout the day.

Any food allergies or special accommodations that need to be made should be clearly specified on the medical forms and discussed with the program Director. It is strongly encouraged that you bring snacks for your child if they have any food allergies, sensitivities, or food aversions.

Homestead Clubhouse Daily Procedures

Personal Belongings

Each camper will be provided with a safe place to keep belongings. Please refrain from bringing valuables. We recommend that children bring water bottle, appropriate outdoor clothing and outside shoes. Please label all personal belongings. All belongings should be wipeable or machine washable.

Staff is not responsible for lost or stolen items. Camper's personal belongings may be subject to search.

Sunscreen

Parents are encouraged to apply sunscreen to their child.

In the event that a parent has not applied sunscreen to their child, and the sunscreen waiver has been signed by a parent, camp staff will assist with the application of sunscreen to the child. Sunscreen will not be applied to broken skin, or if a skin reaction is observed. Each child is required to provide their own sun screen stick.

Movies/Television/Videos/Media

Movies will be shown or included as part of theme weeks, or shown during inclement weather. Campers will only view G or PG movies. Children will be permitted to use personal computers for school assigned homework and curriculum based activities. Media use will be supervised by adults and safe online practices will be used. No explicit language or topics allowed. Media use will not be permitted during snack or meal times, with the exception of planned special occasions.

Camper Rules

Parents, please review the following rules with your after school kiddo(s):

Always listen and be respectful of camp leaders and adults.

Always respect others and maintain personal boundaries.

Clean up after playing games or eating.

Be patient and encouraging toward others.

No running in hallways, or walking directly into workout areas.

Speak with kind words. No curse words, no verbal abuse.

No hitting, pushing, or kicking.

Consequences

Failure to follow the camp rules will result in:

Verbal warning.

Time out including sitting out from activities for certain time.

Call to parents to pick up for remainder of the day with written behavioral notice.

Speak with parents upon arrival.

In the event of a third written warning, the camper will not be allowed back to Homestead Clubhouse and no refund will be given.

Discipline

Campers are encouraged to be respectful to everyone and practice behavior that is kind, safe, fair, and responsible. Children are taught to accept responsibility for their own actions, develop self discipline and expand their problem solving skills. Please refer to positive behavior policy.

Lost Children

In the event that a child is determined lost or missing, the staff will conduct an expansive search of the facility and surrounding areas. The front desk will be notified and assist with the search. The Director will immediately notify the parent/guardian, police, and the Department of Human Services.

Closing Procedures

Camp administration will conduct a thorough walkthrough of the program, including restrooms. They will review daily attendance logs to ensure that all participants have been signed out and left for the day. Counselors and the Director will only leave after the last camper has been picked up by an authorized adult.

Homestead Clubhouse Daily Procedures

Volunteers and Visitors

All visitors must check in with the camp Director and sign in/out on the visitors log sheet. They will also be required to show identification, and will be accompanied by a camp staff member the duration of the visit. Visitors are not currently allowed at Homestead Clubhouse Programs.

Suspicious Persons

If a staff member notices a person acting in a suspicious manner, they will introduce themselves as a Homestead Clubhouse employee and ask if they may be of assistance. If the staff member is uncomfortable with the response, they will notify the camp Director and call 911 to gain further guidance.

Reporting Child Abuse

(Under Guideline 7.701.53)

Staff who has reasonable cause to know or suspect that a child is been subjected to abuse or neglect or who has observed the child being subjected to circumstances or conditions that would reasonable result in abuse or neglect must immediately report or cause a report to be made of such fact to: (303) 866-5958. The Division of Childcare, Colorado Dept. Of Health and Human Services, 1575 Sherman St, Denver, CO 80203-1714.

Program Contacts

Building Location

Business: Homestead Court Club

Building Address: 400 Homestead Drive, Edwards Business Type: Owner's Association and Fitness Club

After School Contact Information

Contact Person #1: Jillian Labbe, Camp Director Contact Person #2: Tracy Erickson, General Manager

Primary Phone Number: 970-926-1067

Emergency Phone Number: 970-401-3054 (Jillian)

E-Mail: jillian@homesteadcourtclub.com

Building Contact Information

Contact Person #1: Tracy Erickson, General Manager Contact Person #2: Kim Baugh, Program Manager

Primary Phone Number: 970-926-1067

Emergency Phone Number: 970-401-3054 (Jillian)

E-Mail: terickson@homesteadcourtclub.com E-Mail: kim@homesteadcourtclub.com

Filing a Complaint

Our camp administration has an open door policy. We encourage parents/guardians to discuss any problems or concerns with the Director in a timely manner. If parents wish to report a licensing violation, they may contact:

State of Colorado
Department of Human Services
Division of Child Care
1575 Sherman Street
Denver, CO, 80203-1714
303-866-5958

Registration Information

Pre-registration is required to attend Homestead Clubhouse After School Program. Paperwork is due prior to your child's first day of attendance. If you think that your child may want to drop in this school year, Homestead staff highly suggests that you complete registration forms in advance.

All registration packets must be completed and handed in to Jillian prior to your child's first day of attendance.

Prior to attending after school, each child must have signed the following release forms:

- -Clubhouse Registration Form
- -Homestead Childcare Registration Form
- -Youth Activity Registration
- -Emergency Medical Information
- -General Health Information
- -Immunization Form (signed by physician)
- -Homestead Clubhouse Policies and Procedures
- -Illness Policy
- -Homestead Emergency Procedures
- -Positive Discipline Policy

Please notify staff of any changes in residence, telephone numbers, medications and/or health information as soon as possible.

Waiting Lists

In the event that all spaces are filled for our after school program day, you will have the opportunity to put your child's name on the waiting list for that day. If a spot becomes available you will be notified as soon as possible. These spots are filled on a first come, first serve basis.

Fee Schedule

After School Program

Advance Sign Up: \$17/day Members \$27/day Non-Members Drop In/Day Of: \$22/day Members \$32/day Non-Members

Clubhouse Camp

Advance Sign Up: \$40/day Members \$50/day Non-Members
Drop In/Day Of: \$45/day Members \$55/day Non-Members

Homestead Clubhouse will charge accounts at the beginning of each week. Homestead Clubhouse will bill credit cards and checks prior to your child attending the program.

Payments

Payment in full is expected on Monday of each week attended. If attending only a few days of the week, payment is due the first day of attendance. For members, you may have the convenience to use our hassle free membership billing privileges. Non-members must pay in full at time of registration.

Refund/Withdrawal Policv***

48 Hours Notice After School, One Week Camp

For a full monetary refund, a written notice must be received 48 hours prior to the withdrawal of the child from after school and one week for camp.

Less Notice

If notice of cancellation is given with less notice, <u>no refunds will be issued</u>. However, credits will be granted for the reasons including, but not limited to:

Emergency closure of the facility

Physicians note stating a child is too ill/physically unable to attend

Family Emergency.

COVID positive/quarantine/isolation

Change of Registration

All transfers of days, weeks or sessions will include a \$5 charge for EACH DAY.

Homestead reserves the right to cancel programs on any day that there is not a minimum of five children registered. \$

Billing Information

After School Program

Advance Sign Up: \$17/day Members \$27/day Non-Members 48 hours notice to day of: \$22/day Members \$32/day Non-Members

Clubhouse Camp

Advance Sign Up: \$40/day Members \$50/day Non-Members 48 hours notice to day of: \$45/day Members \$55/day Non-Members

Homestead Clubhouse will bill accounts at the beginning of each week. Homestead Clubhouse will bill credit cards and checks prior to your child attending the program.

Payments

Payment in full is expected on Monday of each camp week attended. If attending only a few days of the week, payment is due the first day of attendance. Homestead homeowners and Non-resident members have the convenience to use our hassle free membership billing privileges. Renters, and Non-members must pay in full at time of registration.

Refund/Withdrawal Policy

One Weeks Notice

For a full monetary refund, a written notice must be received one week prior to the withdrawal of the camper.

Less than One Weeks Notice

If notice of cancellation is given with less than one week notice, <u>no refunds will be issued</u>. However, credits will be granted for the reasons including, but not limited to:

Emergency closure of the facility

Physicians note stating a child is too ill/physically unable to attend

Family Emergency

***All refunds will include a \$5 surcharge.

Change of Registration

All transfers of days, weeks or sessions will include a \$5 charge for EACH DAY.

□ Cash (Advance)

Note: Homestead reserves the right to cancel programs any day that there are not at least five children registered.

Billing Information:

□ Check (Advance)

By signing below I agree that I have read and understand ALL policies, including the cancellation policy, I UN-DERSTAND THAT A PENALTY FEE WILL BE CHARGED FOR ANY DROP-OFF OR PICK-UP WHICH OC-CURS BEFORE OR AFTER REGULAR CHILD CARE HOURS. The staff is not available before 3:00PM or after 6:00PM. A \$1.00 per minute fee has been established.

give permission to the Homestead Court Club, and it's special event affiliates, to use photos of my child for promotional				
purposesYesNo				
Daniel Olimerk ma	From the cont Date			
Parent Signature	Enrollment Date			
□ HCC Member #	□Non-Member			
METHOD OF PAYMENT:				
□ Please charge my account weekly				
Homestead Account #:	_ Signature:			

Credit Card (Advance)

Homestead After School Parent Checklist

Parents: Please detach Parent Handbook from Registration Packet before turning in. Registration for 2022-2023 dates may be turned in on:

Fall Session: 8/22	-10/7	Homeowners/Tenant Members: July 11 Non– Resident Members: July 18 Non-Members: July 25
Winter Session 1:	10/17-12/20	Homeowners/Tenant Members: September 12 Non– Resident Members: September 19 Non-Members: September 26
Winter Session 2:	1/10-3/31	Homeowners/Tenant Members: December 12 Non-Resident Members: December 19 Non-Members: December 26
Spring Session: 4/	3-6/1	Homeowners/Tenant Members: February 27 Non-Resident Members: March 6 Non-Members: March 13
Please note: Registates.	stration for school's out ca	amps will be released one month in advance of camp
Registration Check	list:	
	After School Registration	Forms (monthly)
	Homestead Childcare Reg	gistration Form
	Youth Activity Registration	า
	Emergency Medical Inforr	mation
	General Health Appraisal	
	Immunization Form (not in	ncluded in packet)
	$\hfill\Box$ Signed by physician.	
	Homestead Clubhouse Po	olicies and Procedures
	Illness Policy	
	Homestead Emergency P	rocedures
	Positive Discipline Policy	
Parent Signature: _		Date:
Please return with	registration.	

Homestead Camp Policies & Procedures

	arrangements are necessary.
	Disabilities Act. We do, however, appreciate advance notification if special
Accessibility:	State of Colorado. (970) 926-1067 X102. Homestead Court Club follows the guidelines set by the Americans with
Medication:	If your child has medication needs while attending Homestead Court Club's children's programs, please contact Jillian for procedures required by the
Release of Children:	Children must be signed in and out of the Clubhouse Kid's Camp. Children will be released only to the persons noted in the registration forms. If someone else is picking up your child, please notify Homestead staff by phone, or in writing.
Late Fee:	Late pick-up fees of \$1.00 per minute will be incurred. All late fees will be paid immediately to the counselor who has remained with the child.
Sick Policy:	If a child is sick, we would prefer that they stay home from our programs. Payment is refundable with a doctor's notice. If a child becomes sick during the day, staff will contact the parent to arrange for pick-up. Please refer to illness policy.
Cancellations:	If a Cancellation is received at least 48 hours in advance for the Clubhouse After School Program and one week notice for Clubhouse Camp, a refund for the daily fee will be given. NO EXCEPTIONS! Change fee of \$5 will be charged for each registration change.
Registration:	Before a child can attend Homestead Court Club's After School Program we require a completed, up-to-date registration form, current Health Information and up-to-date Colorado Immunization records, signed by a physician.

Homestead Childcare Registration Form 22/23

Childs Name:	Birth Da	ate:/_	
Grade Entering this Fall			
Does your child have any special needs that we need to	be aware of?		
Parent/Guardian Information			
Parent/Guardian #1:	Relation	ship:	
Physical Address:	City:	State:	Zip:
Mailing Address:	City:	State:	Zip:
Home Phone:	Work Phone:		
Employers Name:Add	lress:		
Does the child live with this parent or guardian? Yes_	No		
Parent/Guardian #2:	Relation	ship:	
Physical Address:			
Mailing Address:	City:	State:	Zip:
Home Phone:			
Employers Name:Addre	ess:		
Does the child live with this parent or guardian? Yes_	No		
Emergency Contacts/Authorized Pick Up In the event of an emergency, it is very important that tacts in case you cannot be reached. Please list at I to pick up.			
Name:	Relationship:_		
Home Phone:	Work/Cell Pho	ne:	
Address:			
Name:	Relationship:_		
Home Phone:	Work/Cell Pho	ne:	
Address:			
Name:	Relationship:_		
Home Phone:			
Address:			
The above information is correct and I give my permission to the people listed above. I also realize that it is my restime the above information changes.			
SIGNATURE	DATE		
*Return with	registration.		

Youth Activity Registration Form 22/23

Program/ Activity:	Member #	
Participant/Child:	Birthday/Grade:	
Parent's Name:	Phone(Hm):	
Address: PO Box City, State, Zip	Phone(Wk):	
E-mail address:	Cell:	
E-mail address:	Cell:	
Personal Release In consideration of the acceptance of my child's enrollment in this recess. Association/Homestead Court Club, I for myself, my child, my ex do hereby waive any and all rights and claims I may have against the Homestead Court Club, its personnel, instructors, or other individuals gram, for any and all injuries, disabilities or death suffered by my child recreational program or activity conducted at or sponsored by the Holestead Court Club. My child assumes the risk of injury or death and activity.	ecutors, administrators, and assignees, Homestead Owners Association/ associated with the recreational pro- d as a result of my participation in any mestead Owners Association/	
SIGNATURE	DATE	
Medical Release		
In the event that your child may require medical attention and that parson's named on this application cannot be contacted, Homestead Ow officials are hereby authorized to take whatever action is deemed nec aforesaid child. I agree I am solely responsible for the payment of all medical and ambulance services.	ners Association/Homestead Court Club cessary in their judgment for the health of	
SIGNATURE	DATE	

*Return with registration.

Emergency Medical Information 22/23

Child's Name	Birthdate:	
Date of last Tetanus shot Drug Allergies		
Family Doctor	Dentist	
Phone #	Phone#	
Hospital: <i>Please circle one.</i>	Insurance Co	
Vail Health	Policy Number:	
180 South Frontage Road West, Vail OR	,	
Valley View Hospital		
1906 Blake Avenue, Glenwood Springs		
Does your child have a past or present medical	history that we should be aware of?	
Immunization Records Received: Y	N	
care for my child listed above should an emerge	ourt Club to call a doctor or transport for medical or surgical ency arise. It is understood that a conscientious effort will be any action will be taken; but if it is not possible to locate us,	
	ps and programs activities sponsored by the Homestead uthorize my child to use media outlines in HCC's medial poli-	
Transportation Permission My child has permission to be transported by the staff and personnel for the purpose of scheduled Parent/Guardian Initial	e Homestead Owners Association/Homestead Court Club d activities and/or emergency.	
screen that is provided by myself to my child on	Association/Homestead Court Club permission to apply sunan as needed basis, as prescribed by the directions on the e Homestead Owners Association/Homestead Court Club use Coppertone or Neutrogena sunscreens.	
tors, and assignees, do herby waive any and all Association/Homestead Court Club, its personn	nent in this program, I for myself, my executors, administra- rights and claims I may have against the Homestead Owners el, instructors, or other individuals associated with the pro- red by me as a result of my child's participation in said pro-	

*Return with registration.

General Health Information 22/23

GENERAL HEALTH APPRAISAL (5-12 YEARS) FOR ENROLLMENT IN KIDS CAMP (TO BE COMPLETED BY PARENT/GUARDIAN)

Child's Name	Birthdate
*Note: Your child's current Immunization Record is req	uired with health forms. Physician's signature required.
Health History and Medical Information pertinent to rou	tine child care and emergencies:
None	
Please Describe:	
Special Diet:	
Allergies:	Type of Reaction:
Asthma: □ yes □no	
	nedication, please have your physician fill out Allergy or Asthma Plan.
Health Provider Name:	Telephone:
Address:	
Date of most recent examination of child (note: within the	ne last 12 months):
Dentist Name:	Telephone:
Address:	
Date of must recent examination of child:	
I,, give consent for Hon provider and dentist.	nestead Clubhouse to discuss my child's health concerns with the health care
(Parent or Legal Guardian Signature)	(Date)

Homestead Court Club
PO BOX 808, Edwards, CO, 81632
400 Homestead Drive, Edwards, CO, 81632
Phone: 970-926-1067

*Return with registration.

Homestead Court Club's Illness Policy for Children's Programs

It is often difficult for parents to know whether their children are too sick to attend school. To limit the germs spread, please keep your children home when they are sick. Below you will find a checklist as to what illnesses require your child to stay home. Homestead Court Club is responsible for the care and wellbeing for all children enrolled. The Director and staff are ultimately the judge as to whether or not a child is healthy enough to attend the program.

Symptoms and illnesses that require a child to stay home:

- -Colored discharge accompanied with another symptom,
- -Fever over 100.5,
- -Vomiting
- -Diarrhea,
- -Strep,
- -Chicken Pox,
- -Rashes,
- -Flu,
- -Pink Eye,
- -RSV/Croup/Other respiratory diseases,
- -Any other infectious disease.
- HCC will refer to the latest COVID Symptoms Protocol sheet for COVID related illness and subsequent isolation/quarantine protocols.

Please see Jillian for a list off illnesses and when to keep your child home.

If your child experiences these symptoms while they are at home, please keep them home for at least 24 hours AFTER they are symptom free. Children experiencing these symptoms at Homestead programs will be sent home immediately. They will not be allowed to return for 24 hours after these symptoms subside. The use of over the counter medications does not mean that your child is well enough to attend Homestead's programs. If your child is prescribed antibiotics, they must have 3 doses before returning to Homestead's programs.

Parents are expected to abide by Homestead Court Club's Illness Policy for Children's Programs as it is written. Families who violate this policy will receive a verbal warning. If a family continuously violates this policy, they will be asked to withdraw from the program.

Parent's Signature:	Date:
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*Please return with registration.
NOTE: Please refer to COVID-19 Protocol for additional illness information.

Homestead Emergency Procedures

Parent Notification Letter for Emergency

Homestead Court Club 400 Homestead Drive, Edwards, CO 81632 Phone: 970-926-1067 Fax: 970-926-4710 License Number 86843
Contact Person: Jillian Labbe 970-401-3054 jillian@homesteadcourtclub.com
Contact Person: Kim Baugh 970-331-3783 kim@homesteadcourtclub.com
In the event of an evacuation specific to Homestead Court Club, the staff and children will evacuate the building and gather in the front parking lot, or the back patio.
In the event of a local evacuation, the staff and children will evacuate to the Homestead Park (located at the rear of the building), or the Gore Range Montessori playground (located to the right of Homestead Court Club).
In the event that Homestead Court Club must be evacuated due to an emergency in the immediate area, the staff and children will be transported to the Erickson Residence on Remington Trail, or to Edwards Elementary School on Meile Lane.
**In the event that the staff and children are evacuated to a shelter due to pre-evacuation or mandatory evacuation, every attempt will be made to inform parents of the shelter location as soon as children and staff have been safely evacuated.

Return with registration.

Parent Name

Parent Signature

____ Date

HCC's Behavior Policy for Children's Programs

Homestead Clubhouse believes in a positive approach to discipline and is committed to providing an environment where children feel safe, comfortable and have a genuinely good time. Behavior management policies shall be followed to protect the safety of all children and staff.

Staff shall ensure that each child is provided with a positive model of acceptable behavior. Children are encouraged to practice those skills that will allow them to resolve conflicts and have their needs met without the use of aggressive or destructive behaviors. This is a means of preventing behavior difficulties between children and lessen the need for disciplinary action on the part of staff. When situations occur, which require intervention, staff should provide children with clear explanations as to why specific behavior is inappropriate and help them to find an alternative behavior that fits within Clubhouse guidelines. These guidelines revolve around the concern for safety of all children and for the materials within the Clubhouse. Children will be encouraged to set short, positive rules for the Clubhouse.

If a child is displaying persistent, unacceptable behavior, the staff will take steps to help the child gain self-control. A staff person will first attempt to help the child understand the gravity of the behavior. Staff will then redirect the child to activities that hold the child's attention. This choice will be made with the child. If the behavior continues, the staff person will consult with fellow staff members and/or the director to develop alternatives for helping the child gain acceptable control of his/her behavior. If the problem persists, staff will contact the child's parent for suggestions and measures to take to extinguish the behavior. The goal is to help the child strengthen his/her skills of self- control. If the problem continues to persist, staff will fill out a Positive Behavior Support Form and inform the parent or guardian at pick up time of the child's behavior. (Staff will set a time with the parent or guardian to meet and collaborate to create a Positive Behavior Support Plan.) Separating the child from the group is a final step that would be taken if all other measures have been tired. If the child can not resort to behavior that ensures his/her own safety and the safety of others in the Clubhouse, and/or smooth operation of the program; the parent will be contacted and asked to pick up the child from the program.

Staff members must adhere to the following policies:

- No child should be subjected to emotional abuse, which includes but is not limited to name calling, ostracism, shaming, making derogatory remarks about a child or the child's family, and using language that threatens, humiliates, or frightens the child.
- No child should be subjected to cruel discipline. Physical restraint is prohibited, unless necessary to protect the health and safety of the child or others.
- No child should be subjected to the use of mechanical restraints, such as tying.
- No child should be subjected to corporal punishment, which includes but is not limited to rough handling, shoving, hair pulling, ear pulling, shaking, slapping, kicking, biting, pinching, hitting, or spanking.
- No child should be force fed or denied food as a punishment for unacceptable behavior. Neither will food be given as a reward for good behavior.

Parent Signature:	 Date:	

^{*}Please return with registration.

Child's Name:	Age:	
_		

Please check the days below that your child will attend.

Registration accepted: Homeowners/Renters: 7/11, Non-Resident Members: 7/18, Non-Members: 7/25

August 22, 2022-October 7, 2022: fall session

	8/22	8/23	8/24	8/25	8/26	8/27
	□ Edwards □ Drop Off					
8/28	8/29	8/30	8/31	9/1	9/2	9/3
	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	
9/4	9/5	9/6	9/7	9/8	9/9	9/10
	CLOSED	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	
9/11	9/12	9/13	9/14	9/15	9/16	9/17
	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	
9/18	9/19	9/20	9/21	9/22	9/23	9/24
	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	
9/25	9/26	9/27	9/28	9/29	9/30	10/1
	□ Edwards □ Drop Off					
10/2	10/3	10/4	10/5	10/6	10/7	10/8
	□ Edwards □ Drop Off					
10/9	10/10 TBA	10/11 TBA	10/12 TBA	10/13 TBA	10/14 TBA	10/15

Child's Name	:	Α	vge:	

Please check the days below that your child will attend.

Registration accepted: Homeowners/Renters: 9/12, Non-Resident Members: 9/19,

Non-Members: 9/26

October 17, 2022 – December 20, 2022: winter session 1

12/25 1/1	12/26 1/2 TBA	12/27 1/3 TBA	12/28 1/4 TBA	12/29 1/5 TBA	12/30 1/6 TBA	12/31 1/7
	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards □ Drop Off	□ Edwards	CLOSED	
12/11	12/12 □ Edwards □ Drop Off 12/19	12/13 □ Edwards □ Drop Off	12/14 □ Edwards □ Drop Off	12/15 □ Edwards □ Drop Off	12/16 □ Edwards □ Drop Off 12/23	12/17
12/4	12/5 □ Edwards □ Drop Off	12/6 □ Edwards □ Drop Off	12/7 □ Edwards □ Drop Off	12/8 □ Edwards □ Drop Off	12/9 □ Edwards □ Drop Off	12/10
11/27	11/28 □ Edwards □ Drop Off	11/29 □ Edwards □ Drop Off	11/30 □ Edwards □ Drop Off	12/1 □ Edwards □ Drop Off	12/2 □ Edwards □ Drop Off	12/3
11/20	11/21 <i>TBA</i>	11/22 TBA	11/23 TBA	11/24 CLOSED	11/25 CLOSED	11/26
11/13	11/14 □ Edwards □ Drop Off	11/15 □ Edwards □ Drop Off	11/16 □ Edwards □ Drop Off	11/17 □ Edwards □ Drop Off	11/18 □ Edwards □ Drop Off	11/19
11/6	11/7 □ Edwards □ Drop Off	11/8 □ Edwards □ Drop Off	11/9 □ Edwards □ Drop Off	11/10 □ Edwards □ Drop Off	11/11 □ Edwards □ Drop Off	11/12
10/30	10/31 □ Edwards □ Drop Off	11/1 □ Edwards □ Drop Off	11/2 □ Edwards □ Drop Off	11/3 □ Edwards □ Drop Off	11/4 □ Edwards □ Drop Off	11/5
10/23	10/24 □ Edwards □ Drop Off	10/25 □ Edwards □ Drop Off	10/26 □ Edwards □ Drop Off	10/27 □ Edwards □ Drop Off	10/28 □ Edwards □ Drop Off	10/29
10/16	10/17 □ Edwards □ Drop Off	10/18 □ Edwards □ Drop Off	10/19 □ Edwards □ Drop Off	10/20 □ Edwards □ Drop Off	10/21 □ Edwards □ Drop Off	10/22

Child's Name:	Age:

Please check the days below that your child will attend.

Registration accepted: Homeowners/Renters: 12/12, Non-Resident Members: 12/19, Non-Members: 12/26

January 10, 2023 – March 31, 2023: winter session 2

1/8	1/9 CLOSED	1/10 □ Edwards □ Drop Off	1/11 □ Edwards □ Drop Off	1/12 □ Edwards □ Drop Off	1/13 □ Edwards □ Drop Off	1/14
1/15	1/16 □ Edwards □ Drop Off	1/17 □ Edwards □ Drop Off	1/18 □ Edwards □ Drop Off	1/19 □ Edwards □ Drop Off	1/20 □ Edwards □ Drop Off	1/21
1/22	1/23 □ Edwards □ Drop Off	1/24 □ Edwards □ Drop Off	1/25 □ Edwards □ Drop Off	1/26 □ Edwards □ Drop Off	1/27 □ Edwards □ Drop Off	1/28
1/29	1/30 □ Edwards □ Drop Off	1/31 □ Edwards □ Drop Off	2/1 □ Edwards □ Drop Off	2/2 □ Edwards □ Drop Off	2/3 □ Edwards □ Drop Off	2/4
2/5	2/6 □ Edwards □ Drop Off	2/7 □ Edwards □ Drop Off	2/8 □ Edwards □ Drop Off	2/9 □ Edwards □ Drop Off	2/10 □ Edwards □ Drop Off	2/11
2/12	2/13 □ Edwards □ Drop Off	2/14 □ Edwards □ Drop Off	2/15 □ Edwards □ Drop Off	2/16 □ Edwards □ Drop Off	2/17 □ Edwards □ Drop Off	2/18
2/19	2/20 □ Edwards □ Drop Off	2/21 □ Edwards □ Drop Off	2/22 □ Edwards □ Drop Off	2/23 □ Edwards □ Drop Off	2/24 □ Edwards □ Drop Off	2/25
2/26	2/27 TBA	2/28 TBA	3/1 TBA	3/2 TBA	3/3 TBA	3/4
3/5	3/6 □ Edwards □ Drop Off	3/7 □ Edwards □ Drop Off	3/8 □ Edwards □ Drop Off	3/9 □ Edwards □ Drop Off	3/10 □ Edwards □ Drop Off	3/11
3/12	3/13 □ Edwards □ Drop Off	3/14 □ Edwards □ Drop Off	3/15 □ Edwards □ Drop Off	3/16 □ Edwards □ Drop Off	3/17 □ Edwards □ Drop Off	3/18
3/19	3/20 □ Edwards □ Drop Off	3/21 □ Edwards □ Drop Off	3/22 □ Edwards □ Drop Off	3/23 □ Edwards □ Drop Off	3/24 □ Edwards □ Drop Off	3/25
3/26	3/27 □ Edwards □ Drop Off	3/28 □ Edwards □ Drop Off	3/29 □ Edwards □ Drop Off	3/30 □ Edwards □ Drop Off	3/31 CLOSED	4/1

Child's Name:	Age:	

Please check the days below that your child will attend.

Registration accepted: Homeowners/Renters: 2/27, Non-Resident Members: 3/6, Non-Members: 3/13

April 3, 2023– June 1, 2023: spring session

4/2	4/3 □ Edwards □ Drop Off	4/2 □ Edwards □ Drop Off	4/5 □ Edwards □ Drop Off	4/6 □ Edwards □ Drop Off	4/7 □ Edwards □ Drop Off	4/8
4/9	4/10 □ Edwards □ Drop Off	4/11 □ Edwards □ Drop Off	4/12 □ Edwards □ Drop Off	4/13 □ Edwards □ Drop Off	4/14 □ Edwards □ Drop Off	4/15
4/16	4/17 □ Edwards □ Drop Off	4/18 □ Edwards □ Drop Off	4/1 □ Edwards □ Drop Off	4/20 □ Edwards □ Drop Off	4/21 □ Edwards □ Drop Off	4/22
4/23	4/24 TBA	4/25 TBA	4/26 TBA	4/27 TBA	4/28 TBA	4/29
4/30	5/1 □ Edwards □ Drop Off	5/2 □ Edwards □ Drop Off	5/3 □ Edwards □ Drop Off	5/4 □ Edwards □ Drop Off	5/5 □ Edwards □ Drop Off	5/6
5/7	5/8 □ Edwards □ Drop Off	5/9 □ Edwards □ Drop Off	5/10 □ Edwards □ Drop Off	5/11 □ Edwards □ Drop Off	5/12 □ Edwards □ Drop Off	5/13
5/14	5/15 □ Edwards □ Drop Off	5/16 □ Edwards □ Drop Off	5/17 □ Edwards □ Drop Off	5/18 □ Edwards □ Drop Off	5/19 □ Edwards □ Drop Off	5/20
5/21	5/22 □ Edwards □ Drop Off	5/23 □ Edwards □ Drop Off	5/24 □ Edwards □ Drop Off	5/25 □ Edwards □ Drop Off	5/26 □ Edwards □ Drop Off	5/27
5/28	5/29 CLOSED	5/30 □ Edwards □ Drop Off	5/31 □ Edwards □ Drop Off	6/1 □ Edwards □ Drop Off	6/2 CLOSED	6/3