

“Let's Grow Outside” 2009-2010 Policies and Procedures.

The Tekoa after school program for children in K-5th grade.

The “Let's Grow Outside” after school program is an extension of the mission and ministry of Camp Tekoa. Our mission is: Touching Hearts, Changing Lives, and Sharing the Light of Christ. We recognize that children have very limited time outdoors, especially during school months. Our goal is to provide children with opportunities to play outside as much as possible by utilizing our 135 acres complete with trails, woods, streams, and a lake.

There will be plenty of time for homework and lots of time for supervised free play in the outdoors. Richard Louv, author of *Last Child in the Woods*, says, “We must do more than talk about the importance of nature: we must ensure that children in every kind of neighborhood have everyday access to natural spaces, places and experiences.”

Homework and Study Time

If children need to read and study they can do so in a wooden rocking-chair overlooking the lake! We will also have work/study areas set up under our covered porches. Desk-top computers and printers will be available for homework use and will be monitored by our staff.

Activities

Tekoa has been a successful Christian camp for over 60 years. We are excited to offer after school campers access to some of the same activities that make our summer camp one of the best. After school campers will have opportunities for swimming, paddle boating, and fishing in our lake; relaxing on the beach; playing and hiking in the woods; as well as arts and crafts, volleyball, basketball, and much more. Occasionally, we will also offer themed activities for holidays.

Goal

The goal of the “Let's Grow Outside” Program is to provide a fun and exciting after school Christian environment for children in grades K-5. Through our outdoor activities, we will help our campers learn in a non-traditional setting.

Transportation

Transportation via camp van or bus is available from:

- Atkinson Elementary
- Hillandale Elementary
- Hendersonville Elementary

Regular after school hours are from the end of the school day until 6:00 pm. Additional camps will be available on teacher work days and early release days if there is sufficient demand.

***Please notify Camp Tekoa and the school if there is a change in your transportation needs. Otherwise, we will assume that your child should be on the bus.*

Weather Policy

We will follow Henderson County's inclement weather policy and be closed if Henderson County Schools close or dismiss early.

Payment

Invoices will run monthly. Payment is due by the 5th of each month. The courtesy of one month's notice is required prior to withdrawing your camper from the program.

Full-time (5 days a week) **\$260** per month for 9 months (\$13.00 per day for the 180 school days)

Flex School Schedule for Hendersonville Elementary Students **\$213** per month for 9 months (\$13 per day for 148 school days)

Part-time (3 days a week minimum) **\$16** per day

Payment in full is due regardless of absenteeism, holiday or weather related closings.

Refunds will not be given and fees are non-transferable. No refunds will be given if a child is suspended from the program.

Late Pick-up fees: After school care ends daily at 6:00 pm.

- Late pick-up fees will be assessed to your account as follows:
\$10 late pick up fee for each 10 minute increment for 6:01 pm.
(Charges will start after the 3rd time a late pick-up occurs.)

Health History/Permission to Treat Form

All Campers are required to complete a Health History Form prior to starting the after school program.

Early Dismissal days and Teacher work days

We will provide transportation on early dismissal days from Atkinson, Hendersonville and Hillandale Elementary schools.

If there is sufficient demand for child-care on teacher work days, we will consider opening for the full-day. Students already enrolled in our after-school program will have priority when signing up for a full-day program.

Tuition for Teacher work day: **\$35** for After-School Campers currently enrolled
\$45 for all others

Behavior Policy

The "Let's Grow Outside" staff will use positive behavior management techniques that adhere to Camp Tekoa's mission of Touching Hearts, Changing Lives and Sharing the Light of Christ.

1. Positive approaches to behavior management will be our first strategy. This management strategy includes the use of positive suggestions, redirecting children to appropriate activities, and praise for appropriate behavior.
2. Time-out procedures may be used to manage problem behaviors if the approaches above are ineffective. This may involve sitting in a designated time-out place. The time spent in time-out will be limited to no more than one minute for each year of the child's age. Any child put in time-out will be monitored while in time-out and will not be left alone.
3. No child will be subjected to verbally abusive or degrading comments from the program staff.
4. No physical discipline involving striking, slapping, or hitting will be used. A child may be physically restrained by an adult if the child's behavior endangers another camper and/or staff.
5. If the "Let's Grow Outside" staff determines they are unable to manage the behavior of a child and this behavior presents serious risk of injury to the child, other children enrolled in the program, and/or the staff, then the child may be discharged from the program.

Our after-school program will not serve children who display chronically disruptive behavior. Examples of disruptive behavior:

- Behavior that requires constant attention from our staff
- Behavior that inflicts physical and/or emotional harm on other children or staff
- Behavior that ignores or disobeys the program rules