

WILDFLOWERS NATURE SCHOOL

PARENT HANDBOOK

Nature Connection Program for ages 5-12

a Homeschool Enrichment Program

2019-20

Location:
10570 Mill Station Road
Sebastopol, CA 95472

Mailing Address:
P.O. Box 54
Graton, CA 95444

For more info:

Owner/ Director/Mentor	Bev Buswell	(707) 479-1052
Homeschool Program Mentor	Jenny Seeley	(786) 382-5437
Owner/ Bookkeeper/ occasional Mentor	Mark Buswell	(707) 481-2710
Assistant Director	Brook Syme	(707) 494-7473

info@wildflowerkids.org
www.wildflowerkids.org

PROGRAM

PHILOSOPHY

Education has come so far from the original, innate way that humans learned for millennium. Kids learned by discovery, experimentation, keen awareness, observation, questioning, & imitating their mentors all day in a natural setting. We try to allow the space for that unfolding of inquisitiveness and exploration, for experiencing the wonder in special moments in nature. For in those moments lies the heart of education that will last a lifetime. Running with the natural exuberant wonder of a child, we nurture academic inquisitiveness, confidence, imagination, creativity, and a connection to, gratitude for and understanding of the world around them. This will become a solid place within each child that they can continually return to for growth, values, compassion, wisdom and joy in their lives. By fostering a love of nature, these children will naturally adopt practices of stewardship, sustainability and respect for the beauty and fragility of the planet.

WHAT IS WILDFLOWERS NATURE CONNECTION PROGRAM?

Our Nature Immersion Program is an enrichment program with the purpose of connecting kids to nature. Because children are naturally curious, our wanderings turn into a scientific quest, a search for answers to our wondrous questions. The teacher is a mentor to kids, guiding them in their quests, diving into the wonder alongside them. The group becomes a community of children exploring, discovering, creating, and having fun together. The program attempts to fill the gap of missing lessons found in nature that this generation of kids is often missing out on. Through observing nature, observing oneself in nature & in the group, noticing how nature provides all we need and respecting how we take, children tend to learn a lot about themselves and the nature of life. This program's almost exclusively outside. If it's really blowing rain or if any child is wet and cold, we might come inside for a little while in our preschool classroom (most years unnecessary).

WHAT DO KIDS DO IN WILDFLOWERS NATURE CONNECTION PROGRAM?

We cater our activities to the seasons and the children's ages & interests. Most of our day, we'll be exploring, tracking, observing nature, learning crafts or primitive or survival skills with what we find here, and following our wonder. Through our explorations, we'll learn about how the world works (interdependency & ecology, physics, botany, etc.). We'll take our questions to field guides and use science tools such as magnifiers, compasses, & microscopes. We'll utilize the farm here, learning animal husbandry and gardening. We'll play games that help with understanding the natural world. Our other activities may include: creating habitats, team building (problem solving, creating, games, etc.), primitive skills / camp craft / survival (fire, forts/ shelters, bows & arrows, etc.), nature arts & crafts, "animal forms" (imitations of animals), building with cob & willow, orienteering (compass & "lostproofing"), homesteading, & more. Depending on the interests of kids, we might make nature journals or field guides, use math in garden / construction activities, or write poetry. This is all balanced with true nature play.

WHO IS IN THE WILDFLOWERS NATURE CONNECTION PROGRAM?

Class is limited 14 students with 2 mentors (or 7 with 1), ages 5-12. Some kids are enrolled in local public homeschool programs such as Pathways or Orchard View Charter Schools, some others like Summit. Many kids are not. Some families choose an "unschooling" model. We're an approved vendor for Pathways & Summit, so those students can get some of the fee here paid for by them. Note: Private nature mentoring sessions are available and are great to circumvent social distractions & go deeper into nature connection via the mentoring relationship.

SCHEDULE

We meet **9:30 to 2:30 on Mondays** between Sept. 16 and May 18. We only take off "Gratitude Week", Snow Week, Spring Break, and 5 wks of winter. See calendar for what days classes are held.

MENTORS

The main mentors are Bev & Jenny. We're seeking a 3rd to share Bev's mentor position.

Bev Buswell, founder of Wildflowers Nature School and lifetime Environmental Education master has run Wildflowers for 11 years now on her property. She has a BA in Environmental Education and many trainings in nature connection, natural history, mentoring/teaching. Her bubbly excitement is contagious, bringing those around into closer connection to nature. Her years of experience (44, including park volunteer in teens!) shows in the knowledge she imparts to the children by seizing teachable moments as a co-explorer of the natural world.

Jenny Seeley will be in her 2nd year with us. She attended Wilderness Awareness School's Coyote Mentoring training and has a love of that method to mentor kids in a quest for connection to nature. She has plenty of teaching experience, including in off-the-grid permaculture settings in Central America. Her playful spirit, joyous attitude, insight, and great ideas are infectious for staff and kids alike.

WHAT TO BRING

Each day, in a daypack, bring the following: water bottle, snack, lunch, and one extra set of clothes, including sturdy jeans and long sleeve shirt for crawling through tunnels, etc. Please label everything, especially clothing & jackets!

CLOTHING: This is an ALL OUTDOOR program. It is imperative that you provide the proper clothing. We spend all of our time outside EVERY DAY, rain or shine, freezing or blazing, sometimes crawling on our bellies in the forest or digging in the mud.

- All seasons (every day): a full change of clothes
- Nov. 1 to May 15: Waterproof raincoat, rain pants, rain boots.
- Oct. 20 to Apr.20: a real winter jacket, hat & gloves,
- Early Fall & Late Spring: shorts & t-shirt, swimsuit & sunhat

Shoes: Most mornings Nov-May the dew on the grass will soak through most shoes in 15 minutes. Plus we go for walks in mud and work in creek. During these months, kids should **arrive wearing boots**. They can bring a change of shoes for later in the day if they want. Hiking boots or work boots or low top "Mucks" are great when it's not too wet, as they increase agility. We also allow bare feet when warm enough. If you are not comfortable with bare feet, please let us know and we'll do our best to honor your preference.

Keeping warm & dry: In cold weather, 2 pairs of socks or one very thick pair should be worn under rain boots. A winter jacket is not just a fleece jacket or a lined raincoat. It should have a good deal of padding to insulate the child from cold. (Think snow!) Long underwear or tights under clothes is good during winter and essential in cold snaps. Layering clothing is great, as it can be in the 30's at 9am and 70's at 1pm. Second-hand stores and garage sales should have most everything above except rain pants, which can be found at Sebastopol Hardware, REI, LLBean, Lands' End, etc.

WATER

Please send a full quart water bottle that child can open easily. Water bottle should be tested to make sure it doesn't leak on it's side in the backpack.

FOOD

The kids should bring a healthy lunch & snack each day. With all the activities we do, your child's body will need all the energy it can get, so please **pack more food** than you would guess he or she would need. Alternately, don't be surprised if not much is eaten. (The latter is often due to distraction in the early weeks.) Items with sugar are not appropriate for sustained energy as they cause blood sugar to spike & dip (& socially, sugar is a huge distraction). We are a "no-waste" program. Please pack without any waste in 100% re-usable containers that have no advertisements or licensed characters or intense graphics on them, and fit in their backpack. We eat at varying picnic locations on the land, so please send whatever child needs in his/her lunch (cutlery, ...). The kids occasionally are offered foods, wild or cultivated from our land. There's a fair amount of grazing on foods growing here, too, wild and cultivated. If your child has food sensitivities or family preferences, please note that on form. For severe sensitivities, please also speak live to the director.

POLICIES & PROCEDURES

FORMS

The following forms must be kept on file and parent is responsible for updating when necessary:

1. Registration Form (application can do)	6. Identification and Emergency Information
2. Contract & Waiver (which references Calendar & this document)	7. Consent for Emergency Medical Treatment
3. Health & Safety Information (CA state form)	8. Acknowledgement of receipt of: <ul style="list-style-type: none">• Notification of Parents' Rights• Caregiver Background Check Process• Consumer Awareness Information
4. Wildflowers Health & Safety Form	
5. Immunization Record ("blue card")	9. Food Program Enrollment Form

We're also including an optional form for Medication Permission in the registration pkt. We are not allowed to administer anything, including Diphenhydramine if they have an anaphylactic reaction, or even sunscreen or homeopathic or herbal formulas, unless we have permission on that form. **We'll only administer what is expressly authorized by parents on that specific form.** We suggest applying sunscreen every morning.

TICKS

Of course, a program with a focus on nature is going to spend time daily in wild natural areas. Please check your child's body EVERY SINGLE DAY when your child returns home. Deer ticks are extremely small. Ask us for a "tick card" if you aren't positive how to ID them. If you find a tick, keep it moist and take it to Sonoma County Health Dept. for test and let us know results, please. If it's bit your child (or you), get antibiotics ASAP from a specialist in Lyme Disease. One can be found through your local Lyme Disease support group (which can be found online).

ILLNESS & MEDICATIONS

If a child has had any of the following symptoms in the last 24 hours before a program morning, please don't bring them to program: fever, vomiting, upset stomach, stomach ache, sore throat, diarrhea, skin problems, body aches, sneezing, coughing, eye or nose drainage, sibling highly contagious or any other symptom you think might indicate they are just coming down with something. For your children's & other's health, please be ok with he/she having a full day of wellness before returning. Many times, a child comes back to program without that extra day of rest and is so tired they end up in tears to go home. Other times, the illness takes its next turn. If you have any questions or your child just tends to have a runny nose or a cough for days after an illness, talk to the teacher. If medication is necessary for your child, see above. Please DO NOT give child medicine to bring to program (including vitamins, herbs & homeopathic meds). If there were contagious illnesses recently in your house, please inform us (flu, lice, etc.).

VACCINES

Note that some children here have exemptions to vaccines and are not protected. If your child is unvaccinated, note that the County Health Dept. can require that your children not attend here during an outbreak. This is a risk you take for not vaccinating and lack of attendance will NOT be reimbursed. Parents need to provide a copy of immunizations so that we can fill out the state mandated form we call "The Blue Card", an official immunization record we must have on file. If you do not vaccinate your child per the official recommended schedule, please talk to Bev. For those who are on the fence about (or against) vaccinating, I recommend:

1. Please look into the good hard science, not websites of personal stories, not some book of ranting in a single direction. But rather do a thorough review of multiple studies done by reputable institutions or researchers in an unbiased fashion with a scientific method. **The trend of ignoring real science in our culture lately goes contrary to an educated society.** But I know it's not easy to sort through this difficult issue. Decide based on logical assessment of actual studies, not on what "group" you identify with.
2. Talk to your well educated medical professional for their opinion.
3. If you decide you want to veer from the state recommendations, from what I understand, you'll need a physician to sign that your child has a special medical reason (which can be just family history) why they shouldn't follow the immunization schedule ("Medical Exemption"). But that law changes or is threatening to change again, so please check before spending the money for an exemption.

I do not take a position that children should or should not get vaccines according to schedule, but I personally believe it should be up to parents, not the state, to decide. I will, and I hope you will, be an advocate for changing that law.

LOCAL OR NATIONAL EMERGENCIES

We reserve the right to close the program for a period of time if the administration believes that it is necessary for the safety of the children or adherence to law. If local schools (especially our closest one, Oak Grove), are closed, we'll lean towards closing. There have been 3 occasions in the past that we've needed to do that: 1) an outbreak of (possibly) swine flu, 2) local flooding & power outages, 3) unhealthy air quality due to smoke. The Health Dept. has hinted that if there's a local outbreak of a disease that kids are vaccinated for, kids without that vaccine may not be allowed to attend our licensed program for a while. These are all considered circumstances beyond our control and no reimbursement will be given to families for fee paid for that time.

FOUND OBJECTS AT SCHOOL

Anything found on the property belongs to the school & owners, including but not limited to arrowheads and other historical artifacts, special rocks, etc. We do encourage nature collections by children so there will be plenty of natural objects they're allowed to take.

DROP-OFF & PICK-UP PROCEDURE

Drop-off is at 9:30 and pick-up is at 2:30. Please do not drop off or pick up a child without signing in or out. Please remind anyone else who is driving to sign in & out. Visual or verbal acknowledgement by a staff member is required upon delivery of children. Children can only go home with people who are listed on the "Identification and Emergency Information" form. Please make sure the drivers in your carpool are on listed on this form here. If someone's not on this list, we will not be able to release your child to them unless it is amended by you in writing. Please let us know very clearly if your child will be picked up that day by someone on your list. Appropriate car seats are required by everyone driving a child that still legally requires it to or from program or any program event. Requirements and recommendations change so please keep current.

PARENT BEHAVIOR

Parents are expected to act in a courteous manner to everyone. If a parent is causing strife for anyone else here, we have the right to either withdraw our invitation for their child to attend any of our programs or bar that parent from ever entering our land, at our discretion. In such a case, pro-ration of fee at a rate of 80% of the remaining time will be reimbursed.

LOITERING

We respect the need of homeschool families for extra social time, but unfortunately cannot accommodate it here for more than **10 minutes** after pickup and dropoff. Teachers need to get to their cleanup and back to their lives. Please practice gratitude by respecting our space and people and move on efficiently. It's beautiful that we create such a close community here. We value that, too, hosting many wonderful events. I highly recommend arranging park dates, etc. with other Wildflowers families after class. Thank you.

READINESS

All children must be able to hike up a steep hill on a hot day without assistance. All children must be able to use toilet by themselves. If you believe your child may experience separation anxiety or have toileting accidents or stress behaviors or have trouble sitting through long crafts or nature journaling, please call the Director to discuss a plan. Please do this before signing up so that if we decide together that your child is not ready for our program, we can offer the space to someone else. Also, that way we can include the information at a staff mtg (confidential of course), so that all mentors are able to assist your child as best as possible.

COMMUNICATION

We send out occasional email updates. If you do not have email, please ask a parent if they can be your email buddy to alert you when there's an email & give you a copy. For logistical questions, after class is fine for a short chat, but please don't bring up sensitive issues about your child in front of them. If you have an issue to discuss, do not hesitate to call Bev or the mentor (teacher). If you need to contact a mentor during the program day, the best method is by text, but no guarantee we will check texts during class either. (See phone numbers page 1). Conferences are welcome by request.

TOYS FROM HOME

To avoid conflicts and reduce desires, we ask that toys from home stay home. Children are welcome to bring in items that teach us something (nature items, unique pets, books, small machines, antiques, musical instruments, etc.). Small items from the natural world can be donated or loaned to our "Nature Museum" here.

WORKING FARM

Wildflowers is a working farm, which of course has inherent dangers. We have gardens and chickens, and may have goats, turkeys, rabbits, or sheep in the future, plus there are cows and horses in the neighborhood. We also utilize the wild land behind us due to generosity of a neighbor. Farm kids get used to the life cycle of animals. They may witness births or deaths. They may find dead animals, both wild and domestic. We also have a nature museum of pelts & frozen animals we show a few times and they're allowed to touch them (they wash hands after). Kids also will know that we do sometimes kill our animals to eat them (not during the program time). Seeing where food comes from (both animal & plant) is so important. We'll touch on the benefits of eating food you know the origin of and eating meat that's raised humanely with love. If you're vegetarian, note that on Health form so we can verbally honor that with your child. A wide diversity of eating styles here have not only been accommodated, but celebrated.

SHARED PRIVATE DRIVEWAY !

Wildflowers is located on a private drive that is shared with 2 other households. PLEASE, for this program to continue, it is imperative that everyone give the neighbors the utmost respect by driving slowly and only parking in the driveway area of the school. Please pull as far in as possible to allow for the other cars to park in our driveway. Please DO NOT PARK ON THE SHARED DRIVEWAY. It's OK to park in front of garage or when it's not rainy season, on the lawn. On the lane, use pullouts or back up whenever you see a car coming the other way. Go slowly, to respect neighbors and because it's sometimes it's tricky seeing a car coming around a corner or out of a driveway. Apples, grapes, prickly pears, blackberries, raspberries, & roses on driveway belong to neighbors. Lastly, but most important, be VERY CAREFUL pulling in & out, as children are hard to see. Keep children close to you when walking.

CARPOOLING !!!!!

This will only be our 2nd year not offering a special carpooling rate. Frankly, many took the rate but did not carpool very much. So we have switched to simply **begging you to carpool!** This program worked well on this little lane when almost everyone carpooled. But since we dropped the carpool rate, even less carpool. We are going to try this one more year in hopes that, by Oct.1, most people will carpool out of: **1) duty to the planet, 2) compassion for the neighbors & our relationship with them, 3) wanting to contribute to safety of our parking lot, 4) helping dropoff & pickup to flow smoothly, 5) building community, 6) helping our kids learn to be brave, friendly, and open to new situations, and 7) making new friends.** If most don't carpool, next year we'll need to go to 7 kids.

COMMUNITY / VOLUNTEERING

Offers to volunteer, whether during our class-time or not, are warmly welcomed! Children, families, & staff all benefit when someone close to a child (parent, auntie, friend, etc.) comes to share skills, stories, foods, traditions, cultural information, music, hobbies, or careers. Grandparents are a great resource, bringing the elder in as a revered resource and honoring the wisdom that comes with experience. Though kids love to play in the dirt and plant seeds, their contribution to the totality of care needed for a flourishing garden and healthy nature trail is limited. Parents are requested to **attend at least 2 out of the 5 community work days per year and help at 1 out of 3 events you attend**, both to help create a flourishing environment for your child and to create a sense of community.). If desired, ask Bev or Brook for alternative ways to help that you could do on your own schedule. If we have enough parent drivers, we may add field trips. Homeschoolers are usually invited on our preschool field trips and sometimes vice versa. Families, including grandparents and siblings, are all welcome to attend community events such as our campfires, campouts, and community work days & potlucks (one adult must attend if child does). Please write the dates from our calendar onto yours. Most of our events are held jointly with our preschool families, scouts, and alumni, joining in one Wildflowers community.

KNIVES

If a child 7 or older has had safety lessons from parents & has used their knife with parents on multiple occasions, demonstrating to parents that they know the basics of knife safety, and passes a safety test by the teacher, then either a knife with a secure sheath can be kept in backpack, or a pocket knife that locks when open is allowed in backpack or pocket or belt. Teachers can rescind this permission at any time. Child must ask permission of teacher every time knife is taken out. Other sharp objects are only allowed with permission & conversation between child, parents and teacher. In some years/groups, we might do a unit on knife safety and make primitive crafts such as burn spoons & bow drills.

CELL PHONES

We ask that any children with a cell phone please turn the phone off during the hours the program is running. If there's a situation in which you need your child to leave it on, parent needs to discuss with mentor ahead.

TV & VIDEO GAMES

Children who watch TV and video games really DO affect the program and other children. Their fantasy and discussion often focuses on scenes from TV or video games. Disturbing or over-exciting scenes are often acted out in order to deal with them. This is an age of imitation. We request families to be careful about selecting quality & quantity of media for children, especially the day before class. One exception is occasional non-animated shows on animals because it's hard to imagine how animals move & live without seeing them.

ELECTRONIC WORLD VS. NATURAL WORLD

The greatest threat to returning our kids to the nature-based life children have had for millennia is today's electronic-based life of youth culture. As a group mentoring children to bring them closer to nature, we can create support structures for parents and kids to assist each other to unplug in a plugged-in world. Let me know if you would like to have a couple of classes, meetings, support groups, whatever, here to assist families in helping these children now to avoid the epidemic of teen media addiction.

PAYMENT POLICIES

VALUE

We are not your average enrichment program. Our mentors are well trained and educated. Jenny and Bev are mothers, so understand children, parents, and families in a way that non-parents cannot have experienced yet. Our program is in its 12th year and our homeschool program in its 10th. Nurturing community is core to our program and activities to support this are built in throughout the year. At our school, there are 5 festivals/celebrations, celebrating harvest, solstice, Gratitude, end-of-the year potluck, plus a campout. After your child attends a year of our program, you become "alumni" here, which makes you part of the "Wildflowers Family" forever, being invited to special events and having priority registration in all of our programs. If we add any field trips during their regular homeschool day, that will usually be at no cost. We have 4 ½ acres for kids to run, climb, and explore in, including forest, field, orchard, and gardens, and backing to a wetland. Kids bond with a sense of place, see the ecosystems change over time and season, and connect by stewarding the land. But most of all, we offer the chance for your child to be in a community of children that spend our days outside in a little tribe they bond with, just as their inner spirits call for since that's the way humans lived for thousands of years.

HOMESCHOOL PROGRAM PARTNERS

By partnering with charter schools, we're able to create an affordable pathway for many of our homeschoolers, with a lot of the payments coming directly from the school. Some parents are able to have the total fee paid for. We're a vendor for Pathways Charter School and Summit Academy. It's the parent's responsibility to ensure that the student is signed up with the program AND what they will pay and what your REMAINING BALANCE will be before attending here. A deposit will be required to secure child's space by deadline whether from school or parent. Once we receive charter school payment, we'll refund any overpayment within 30 days, between what they paid and what you paid and our fees. Talk to Bookkeeper Buzz 707-481-2710 if you are doing any of these programs to ask how it will work for that school. He can explain how their program jives with ours and what your responsibilities and ours are.

DISCOUNTS

- 10% discount can be applied for the 2nd child's fee when siblings enroll in the same program.
- Paying the year by 9/1 saves another 20% over the installment rate.
- We used to give a discount for carpooling, but too many people took the discount with very little carpooling.

But **PLEASE, PLEASE CARPOOL!** Wildflowers is located on a private drive that is shared with 2 other households. PLEASE, for this program to continue, it is imperative that at least half the kids here carpool. If you need another discount to make the fee work for your family and want to make a private carpooling discount with me, talk to Bev.

SUBJECT TO

A minimum of 11 kids must be signed up by August 15 or else we'll change the class to 1 teacher and 7 kids. **So acceptance of #8, 9, and 10 are subject to getting 11 kids. These #'s are assigned in the order in which deposits are received, continuing students 1st, then alumni & siblings, then others.** We're sorry, but the high cost of quality staff is prohibitive if we don't get enough kids. If not enough children are signed up or if staffing or licensing changes & we no longer offer that session or size of session, we reserve the right to cancel that session, with full refund for those who've already paid, or offer it at a higher rate if the families so choose. If for any unforeseen circumstances, it's absolutely necessary that the program needs to close, we reserve the right to do so and fully refund pro-rated fee. There are no refunds if we need to cancel a special event due to bad weather or not enough sign-ups.

LATE PICK-UP FEE

If parents pick up their child more than 10 minutes late without previous arrangement, they may be billed \$10 every 10 minutes they are late. If parents are late picking up without previous arrangement more than 4 times in a school year, child may not continue here.

INSUFFICIENT FUNDS

Bounced checks will incur a fee of \$30. If more than 2 checks bounce in the year, we have the option of requiring the rest of the year's fee be paid up front or possibly asking the family to give up their spot to someone on the waitlist who has sufficient funds.

BILLING

We do not do billing. If you would like a statement of what's been paid & what's due when, ask Buzz with 5 days notice and he'll happily create one for you. Occasionally he'll bill those that have forgotten to pay, but often this is after late charge has been paid.

ANNUAL FEE / INSTALLMENT PLAN

Installments are due on the 1st of each month for September to May. Our fee is an annual fee, not a monthly fee. The installment plan is created as an option to alleviate the burden of paying all at once. It is important to understand the concept of an installment. Installments are payments made on one fee instead of paying the whole fee at once. Most installment plans call for a specific amount due on specific dates. **Installments are not an attempt to charge by the month.** Installment is also the method that the charter schools like Summit and Pathways. The installment rate is divided into 9 payments. There is a deposit due of \$400 due earlier (see below) which will be reimbursed after the 2nd installment is paid since it applies to fee. Paying the fee by the year provides a 20% discount. Early withdrawal after program starts does not relieve one of the responsibility of upholding the contract for the rest of the annual fee. This is a contract for services. See form "Contract/Waiver".

LATE PAYMENTS

Whether we bill or not, any bills left unpaid will incur a **late charge of \$30 on the 10th** day after it was due. If you're having financial difficulties, please contact Bev to discuss options. On the 10th of a 2nd month of not paying installments, unless prior arrangements are made, the student will not be allowed to return to program until the bill is paid. Anyone leaving an unpaid bill for 2 months after leaving our program can expect to be taken to small claims court. It's our hope these measures will not be necessary with **early communication, creativity, & mutual respect.**

ADMISSION PROCESS

Procedure to apply is:

1. Mail application to P.O. Box 54, Graton, CA 95444 or drop off at school in fee mailbox.
 2. Email us at info@wildflowerkids.org to let us know you sent it.
 3. **May 20:** Continuing students: We need to know in writing (paper, email, or text) whether they'll be continuing or not. Then we'll start accepting applications from alumni families & siblings.
 4. **June 9:** Continuing students and alumni \$400 **deposit due** to hold space, as this day we will begin choosing the class from the other applications we have received. To avoid being #8, 9, and 10 on list (subject to cancellation by Aug.15), get deposits in early.
 5. July 8: We will notify all families of acceptance or waitlist. Within 14 days of notification of acceptance: we must receive deposit to hold spot.
 6. August 15: If we do not have 11 kids by, this is when we'll change the class to 7 students. **If we have more than 7 signed up, #'s 8, 9, & 10 will be put on waitlist and drop-in days (filling when someone's absent). #'s will be assigned in order deposits are received.**
 7. September 1: either balance is due, or if choosing installment method, 1st installment is due. If your homeschool charter is paying, we need a purchase order for the 1st installment by September 1.
- NOTE: If space is still available during the year, we can admit students at any time, pro-rating if needed.

PRIORITIES

Our 1st & 2nd priorities are for 1st continuing, then alumni & siblings. Those children will be accepted in order that deposits are received. Long term mentoring is most ideal for children. After we process continuing students, then alumni and siblings, then we'll process any other applications, with priority of balancing the class (genders, ages, temperaments for buddies, etc.).

DEPOSIT AND PAYMENTS

Within 14 days of acceptance (or by June 9 for continuing & alumni), mail \$400 and the waiver/contract (all forms are on our website) to hold your spot to the address above. The \$400 will constitute your deposit and will fully apply to the fee. Balance of the fee will be due on September 1, unless you choose to pay by installments. (See section on installments p.10) If you need a different payment arrangement, please talk to Bev or Buzz. We are in the process of getting a fiscal sponsor now so you could fundraise your fee, too, but it's still due by deadlines.

REFUNDS

If deposit is paid and then the family decides that the child will not be attending after all, the deposit will not be refunded. If more than the deposit has been paid and we are able to fill the spot you vacated, we will refund the remainder after withholding the deposit. If we are not able to fill the spot and cancellation occurred within 30 days of the start date in September, we will not be able to refund fee. We're sorry but we've had too many last minute cancellations after our waitlist finds other programs. We've had to cancel the entire program due to not enough students on a couple of occasions, greatly inconveniencing other families & staff.

COMMITMENT

This is a commitment to a full year of homeschool. If you decide part way through the year, even in the 1st week, that you do not want your child in our program or decide you want them to go to another program, you are **STILL RESPONSIBLE** for the remainder of the year unless we are able to fill his/her spot. If we can fill his/her spot, in addition to the pro-rated time the child attended plus the time the spot was vacant, we will retain the full deposit as compensation for the extraordinary amount of time it takes to fill an empty spot, especially after program started.

FEES

2019-20 PROGRAM YEAR	
Pay session in full by Sept. 1 (save 20% over installment rate)	2145
Installment Rate	2575
Per installment x 9 (due monthly Sept-May)	285

**** POLICIES & PROCEDURES ARE SUBJECT TO CHANGE ****

Rev. 71819