

**Ivywood Academy**

**1071 Jodeco Road**

**Stockbridge, GA 30281**

**AFTER SCHOOL/SUMMER CAMP REGULATIONS AND SAFETY RULES**

**My Rights Policy:**

Every child in the summer program is here to have a fun and exciting experience. However, it is very difficult for a child to enjoy him or herself when they are ridiculed because they are different. A **child’s right** will be observed by staff and other children.

• Every child has the right to be treated with respect.

• Every child has the right to play in a friendly environment.

• Every child has the right to be safe from bullies.

• Every child has the right to be him and/or herself without being ridiculed.

• Every child has the right not to be threatened.

• Every child has the right to have fun.

**Discipline Policy:**

For the safety and enjoyment of every child, the **My Rights Policy** will be strictly adhered to. Any child found violating the **My Rights Policy** will be disciplined. The scope of disciplinary action will range from warnings to dismissal from the program. Children are to follow the **My Rights Policy** and these simple rules:

• Use kind words (no name calling –not even jokingly, no foul language or bullying).

• Use walking feet indoors.

• Follow teacher directions.

• Use kind hands (no hitting, pushing or fighting/play fighting).

**Field Trip Policy: (No Offsite Field Trips This Summer)**

Some children may not be socially ready for group outings. If a child exhibits an inability to follow the field trip policy, he or she will have to have parent provided chaperone or must remain at the Center if space is available. A Smart Start Learning Academy’s tee shirt must be purchase prior to attending any field trips. A Smart Start Learning Academy’s tee shirt is required on all field trips.

For the safety of every child, it is extremely important that children follow these simple rules:

• No standing up on the bus/van.

• No shouting or loud talking on the bus/van.

• No eating on the bus/van.

• No drinking on the bus (except water).

• Do not leave trash on the bus/van.

• Do not leave the group.

• Stay with your assigned partner.

• Do not stick arm or any body part out of bus/van window.

• Do not throw any objects out of bus/van window.

• Do not block aisle with your body.

• Listen to your teacher at all times.

• Wear proper attire for field trips.

**First Aid/CPR**

First Aid and emergency kits is located on the bus/van. All staff members are required to designate one person to be in charge of emergency cases when on field trips. This person is responsible for contacting 911 and performing CPR and first aid when needed. The person designated for this duty must be first aid and CPR certified. The person chosen must identify themselves to the Center Director or designated person prior to leaving on field trips. The Center Director or designated person will write this person’s name on the field trip sheet and will speak directly to this person in cases of emergency.

By signing below, I acknowledge that I have read and understand the After School/Summer Camp Policies and Procedures.

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Child’s Signature Date

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Parent/Guardian Signature Date