



S.T.A.R.S. SUMMER PROGRAM 2011



movetothegroove.org/

Move to the Groove is an award-winning dance fitness program that makes exercise less like gym class and more like a playground. The program was created and developed by Rhex Arboleda, a music teacher from Neenah, Wisconsin. The program targets prevention of childhood obesity and promotes living healthy.

Move to the Groove isn't only for children; it's for the entire family or the entire school! Move to the Groove demonstrates healthy choices to students and their families. It helps everyone understand the relationship between activity, exercise, nutrition and health.

S.T.A.R.S.
906 Farm St., Bastrop, TX 78602, 512-308-1601
www.bastrop.isd.tenet.edu



Move to the Groove is an award-winning dance fitness program that makes exercise less like gym class and more like a playground. Created by Rhex Arboleda, a music teacher from Neenah, Wisconsin, the program targets childhood obesity and is actively being used in several elementary schools.

Benefits to Parents and Children....

Changing weekly themes offer campers a variety of options. Physical fitness, games, special guest speakers, and activities centered on the weekly theme make for an exciting, fun-filled summer, including field trips. Enrollment is available for ages 4-13 years old.

Two different day camp sites are available in Bastrop for your convenience. Mina Elementary and Cedar Creek Elementary will be the host sites this summer to serve both in-town and out-of-town participants.

Low camper-to-staff ratios (18:1 – onsite & 10:1 – field trip ratios) experienced staff ensures the safety of each participant.

Well-trained staff attend trainings on child development, safety, healthy discipline, positive reinforcement, and child abuse protection. All staff must pass comprehensive background checks.

Licensed day camps allow for third-party reimbursements from the Workforce Solutions Rural Capitol Child Care Services (CCS) and overall guidance from Department of Family & Protective Services.



Day Camp Overview

Camp Hours: 6:30 a.m. - 6:30 p.m.

Days of Week: Monday-Friday

Dates of Camp: *June 6th – August 19th

Weekly Fee: \$99 – Full-time; \$75 – Part-time

Registration Fee: \$25/child or \$45/family

**Camps are weekly sessions*

For more information or to register, call 512-308-1601.
www.bastrop.isd.tenet.edu/STARS



BASTROP ISD S.T.A.R.S. PARENT HANDBOOK – SUMMER 2011

Family Friendly Schools and a Culture of High Achievement

BISD MISSION: To ensure the academic success of all students by fostering a commitment to excellence in teaching and learning.

GOAL: We strive to give each child the love and nurturing they need in the absence of their parent(s), as well as create a positive learning experience where they can grow physically, emotionally, socially and mentally by offering a large variety of activities to each child. This will ensure that during their time spent away from home they will be happily engaged. We believe that communication between staff and the parent(s) is essential. We ask that you please inform us of your goals for your child (ren) and we will work towards those goals. Each day, the children will be engaged in various activities.

We take pride in our S.T.A.R.S. Program and our staff. Bastrop ISD S.T.A.R.S. Program facilities are licensed through the state of Texas and they follow all state regulations relating to childcare. The Department of Family Protective Services (DFPS) inspects all of our centers on a regular basis. Bastrop ISD S.T.A.R.S. Program has to meet the entire Minimum Standards of Texas. All staff members are trained in First Aid and CPR. Further child development training of 15-20 hours per year is also required.

Parents are encouraged to visit the centers at any time, as we always maintain an open door policy. As a parent, you are encouraged to observe and to participate in activities and events. If you ever have any suggestions or concerns, please feel free to talk about them openly to the staff. The management and staff are eager to know if there are ways our program might better serve your needs.

ENROLLMENT: Before your child can be admitted to our program, the following steps must be taken:

1. Enrollment forms completed with all signatures
2. Payment of all Registration and Tuition fees
3. Tuition Contract and Parent Handbook read with acknowledgement signed and returned
4. Verification of legal custody (when indicated), parent or legal guardian must provide a signed copy for file

HOURS OF CARE: The Centers are open from 6:30 a.m. to 6:30 p.m., Monday through Friday. There will be a late fee of **\$1.00** per minute for those children left at the center after 6:30 p.m. **Payment is due at the time of pick up with a check or money order made out to BISD.**

ARRIVAL AND DEPARTURE: It is the parent's responsibility to take the child into the center, sign the child in, and leave them with a teacher. It is also the policy of the center for an adult, either the parent, or someone on the authorized list of persons, to pick up the child inside the center or from the playground. If someone other than the parent and/or preauthorized persons is to pick up your child, the center must be notified in writing prior to pick up time or listed on the pick up list portion of the application. Upon their arrival at the facility, picture identification will be required and persons must be 16 years or older. The individual will be asked to sign the child out. If a court order exists that denies an absent parent access to a child, the custodial parent must provide a signed court order for our files. Without this document the center cannot keep an absent parent from contact with the child.

PARENT NOTIFICATION: When signing your child out daily, please look for any notifications and communications. They will be posted next to the sign in/sign out sheet. Any policy changes or amendments to the parent's handbook will be delivered in writing to you and a signed acknowledgement will be required.

COMMUNICATION: Bastrop ISD S.T.A.R.S. Centers encourage home and school cooperation. Parents are asked to inform staff of anything happening in the child's life that might affect his or her behavior at the center. Pertinent information will be beneficial for successful care of your child. Please do not hesitate to communicate to us any concerns you may have regarding your child, a peer, or an adult worker in the facility. Please remember to update your enrollment forms with your child's teacher if any of the information changes.

FIRE AND SEVERE WEATHER: In case of severe weather conditions which threaten the children's health and well being, the director will instruct all staff to place the children in an interior room (inside main building). Children and teachers will remain there until otherwise instructed. Fire drills and tornado drills will be conducted on a regular basis. In case of toxic fumes or other severe circumstances, the facility will be evacuated immediately. The centers will be participating in the crisis intervention plan used by Bastrop Independent School District.

ILLNESS: For the protection of all children, ill children will **NOT** be kept at the center. If a child is brought in ill or becomes ill at the center, they will be immediately removed from the group. The child will be laid on a mat and kept as comfortable as possible while the director or person in charge calls the parents. **The child should be picked up immediately.** The center is not equipped to deal with ill children. The learning environment of our center is designed to work with children who feel well enough to participate in group activities and with group level supervision. Please remember children do not necessarily have to have a fever or vomit during periods of sickness. Common symptoms for which a parent is called: fever (101 or higher), diarrhea (3 times in the course of 2 hours), vomiting, contagious skin or eye infection, profuse bodily discharge of any kind. Children are not to return to the center until they have been free of fever without medication, diarrhea, and vomiting for 24 hours and can function normally in the school's daily routine. If it is state mandated that a child visit a doctor we must receive a written notice, signed by the doctor that states the diagnosis and a determination that the child can return to school. We must receive this before the child can return to the center.

MEDICATIONS: Bastrop ISD S.T.A.R.S. Centers have chosen to help parents by administering medication when necessary. In order for this to be done, parents **MUST** complete a medication consent form for each medication to be given. **All** medications must be clearly labeled with the child's name and the date it was brought to the center. **All** medications must be in the original container. The center must administer it according to the label directions. If the label states to consult a physician for your child's size and age to determine the dosage we must have a written statement signed by a licensed health professional stating what dosage to administer.

INJURY: Every effort will be made to ensure the safety of your child. Unfortunately minor accidents sometimes occur. In the event of an accident you will be provided with an accident report. You will be asked to sign the report to acknowledge that you have been informed. The report will be kept on file and you will be provided a copy upon request. In case of serious accident or injury we will make every attempt to contact you for instructions. If you cannot be reached, the person indicated on your registration form will be contacted to make emergency medical decisions. Your signed medical release will also assist us in getting prompt medical attention.

NUTRITION: A sack lunch will need to be provided the last two weeks of the S.T.A.R.S. summer program. If you choose to provide your child's meals, including drinks and/or snacks from home, please understand that the center is not responsible for its nutritional value or for meeting the child's daily food needs. A snack, including a drink, is provided by the school under the Federal Food Program.

ACTIVITIES: Children will participate in planned activities that encourage social, physical, creative, and academic growth. By learning these various skills, children gain the self-confidence that is necessary for their emotional well being. Children are encouraged to be creative and to think on their own. We also encourage the development of peer relationships including interacting appropriately with others and character development. Children must be able to participate in group activities. Children's input is used to determine activities and all activities are designed to be age appropriate. The S.T.A.R.S. program is a parent funded licensed group childcare center. No electronic devices or personal items are permitted: (Ex: game boys, cell phones, mp3 players, electronic games, etc.)

HYGIENE: Proper hygiene is taught starting with hand washing before and after each meal and after each bathroom use. Children must be potty trained.

PLAYGROUND: Each class will use the playground upon availability, if the weather permits, according to the teacher's schedule for the day. Staff/child ratio set forth by the Minimum Standards will be adhered to at all times. By signing the parent handbook acknowledgment, I understand that my school's playground does not meet the Texas Minimum Standards for a childcare facility. However, I will allow my child to use the Bastrop ISD school's playground facilities.

ANIMALS: Animals are not allowed at the S.T.A.R.S. centers.

FIELD TRIPS AND WATER ACTIVITIES: Parents will be notified at least 48 hours in advance as to the date, time, location, and any supplies needed. The staff/child ratio set forth by the Minimum Standards will be adhered to at all times. Children who are in attendance the day of a field trip must participate in the field trip. No child can be left at the facility. Participants on a field trip must wear closed toe shoes & S.T.A.R.S. t-shirt. No cash will be allowed on field trips. Sunscreen and bug spray must have your child's name written on the bottle for health and sanitation reasons. Other children's sunscreen or bug spray cannot be used on your child.

BEHAVIOR: All children are expected to behave appropriately while attending the center. The following incidences are examples of behavior that will result in a report to parents:

1. Biting, hitting, kicking, bullying or any other malicious act will result in a Notice of Major Behavioral Incident
2. Any incident that endangers your child, a peer or an adult in the facility

A copy of all reports sent home will be kept in the child's folder. Bastrop ISD S.T.A.R.S. Centers reserve the right to drop any child from the roll who becomes incorrigible or detrimental to the welfare of the group.

DISCIPLINE: Discipline must be:

- (1) Individualized and consistent for each child
- (2) Appropriate to the child's level of understanding; and
- (3) Directed toward teaching the child acceptable behavior and self-control

A caregiver may only use positive methods of discipline and guidance that encourage self-esteem, self-control, and self-direction, which include at least the following:

- (1) Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior
- (2) Reminding a child of behavior expectations daily by using clear, positive statements
- (4) Redirecting behavior using positive statements, and
- (5) Using brief supervised separation or time out from the group, when appropriate for the child's age and developmental stage, which is limited to no more than one minute per year of the child's age

There must be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited:

- (1) Corporal punishment or threats of corporal punishment
- (2) Punishment associated with food, naps, or toilet training
- (3) Pinching, shaking, or biting a child
- (4) Hitting a child with a hand or instrument
- (5) Putting anything in or on a child's mouth
- (6) Humiliating, ridiculing, rejecting, or yelling at a child
- (7) Subjecting a child to harsh, abusive, or profane language
- (8) Placing a child in a locked or dark room, bathroom, or closet with the door closed; and
- (9) Requiring a child to remain silent or inactive for inappropriately long periods of time for the child's age

Each S.T.A.R.S. Licensing Binder is located on the Parent Table. It contains the Minimum Standard Rules for Licensed Childcare Centers and current facility inspections. Contact information: Department of Family Protective Services (512)834-3241 www.dfps.state.tx.us

Child Abuse Hotline: (800)252-5400 S.T.A.R.S. Office: (512)308-1601

BISD S.T.A.R.S. ENROLLMENT FORM

ALL FIELDS MUST BE COMPLETED. USE N/A IF THEY DO NOT APPLY.

School Name:		Current Grade Level:	Child's Home Telephone No:	
Child's Name:		Date of Birth:	Alternate Phone No.: <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell	
Street Address: (no P.O. Box)		City:	State/Zip:	
Date of Admission	Date of Withdrawal	E-mail address:		
Parent's or Guardian's Name		Address (if different from child's address)		
List telephone numbers where parents/guardian may be reached while child will be in care:		Mother's Telephone No. <input type="checkbox"/> Work <input type="checkbox"/> Cell	Father's Telephone No. <input type="checkbox"/> Work <input type="checkbox"/> Cell	Guardian's Telephone No. <input type="checkbox"/> Work <input type="checkbox"/> Cell
Give the <u>name</u> , <u>address</u> and <u>phone number</u> of person to call in case of an emergency if parents / guardian cannot be reached:				Relationship <input type="checkbox"/> Work <input type="checkbox"/> Cell
I hereby authorize the childcare facility to allow my child to leave the childcare facility ONLY with the following persons. Designated persons must be 16 years of age to pick up. Please provide NAME and PHONE NUMBER.				
		<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell	<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell	<input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell

CHECK ALL THAT APPLY:

1. TRANSPORTATION: I hereby give do not give – my consent for my child to be transported and supervised by facility's employees:
 Check box for emergency care on field trips to and from home to and from school

2. WATER ACTIVITIES: I hereby give do not give – my consent for my child to participate in water activities:
 sprinkler play splashing/wading pools swimming pools water table play

3. FIELD TRIPS: I hereby give do not give – my consent for my child to participate in Field Trips: I give permission for sunscreen/bug spray to be applied to my child. Each child must have its own bottle of sunscreen labeled with his/her name. For safety concerns, do not use another child's sunscreen or bug spray on your child.

4. Photos of my child: I hereby give do not give – my consent to Photograph/video tape/interview my child.

5. How did you hear about the S.T.A.R.S. program?
 Newspaper BISD Website Campus Event Flyer
 Community Ed Catalog Communicator Friends
 Previous Customer

6. RECEIPT OF WRITTEN OPERATIONAL POLICIES.
 I acknowledge receipt of the operational policies including those for discipline and guidance.

Signature - Parent or Legal Guardian

SCHOOL AGE CHILDREN:

My child attends the following school:

Name of School and Address

School Ph.#

CHECK ALL THAT APPLY:

His / her immunization record is on file at the school and all immunizations and tuberculosis test are current. Current Vision and Hearing screening records are also on file.

Names Of Siblings:

List any special problems that your child may have, such as allergies, existing illness, previous serious illness, injuries during the past 12 months, any medication prescribed for long-term continuous use, and any other information which staff should be aware of:

AUTHORIZATION FOR EMERGENCY MEDICAL ATTENTION:

In the event that I cannot be reached to make arrangements for emergency medical attention, I authorize the person in charge to take my child to:

Name of Physician:	Address : City: State:	Ph.# :
Name of Hospital :	Address : City: State:	Ph.# :

I give consent for this facility to secure any and all necessary emergency medical care for my child.

Signature - Parent or Legal Guardian

BISD S.T.A.R.S. Summer Camp Financial Information - 2011

Child's Name: _____ Daytime Phone Number: _____

Parent/Guardian Name: _____ Driver's License Number: _____

Parent/Guardian Name: _____ Driver's License Number: _____

Tuition Policy: Tuition is due every **Monday** (before 6:30pm) unless paying monthly. Monthly payments are due on the first of each month. A \$10 late fee will be assessed for any late payments.

Tuition & Fees - Summer 2011

All participants must pay a one-time Registration Fee: **\$25** – one child or **\$45** – family

Please circle the designated care option:

Full-Time Rate (3-5 days/wk)	\$99/wk/child	\$380/month/child
Part-Time Rate (1-2 days/wk)	\$75/wk/child	\$300/month/child
BISD Employee Rate (3-5 days/wk)	\$75/wk/child	\$300/month/child
Summer School Rate (3-5 days/wk) – until 6/30	\$75/wk/child	\$300/month/child

*ChecXchange receives and processes all checks returned insufficient. If paying by check, please include Texas Driver's License number and home/cell telephone number.

CIRCLE A SITE

(Both sites serve ages 4-13 yrs.)

MINA ELEMENTARY
(In-Town Site)

CEDAR CREEK ELEMENTARY
(Out-of-Town Site)

T-SHIRT SIZE

(Must be received by **May 8th** to ensure correct size)

Please check a box

Youth Small (4-6)	
Youth Medium (8-10)	
Youth Large (12-14)	
Adult Small	
Adult Medium	
Adult Large	

Additional Information & Policies:

- ✓ Campers will be provided breakfast, lunch, and a snack everyday.
- ✓ Campers must bring water bottles on a daily basis.
- ✓ Sunscreen and bug spray must have your child's name clearly and legibly written on the bottles.
- ✓ By signing the attached sheet, you are providing permission for BISD staff to apply sunscreen or bug spray to your child. Please note: we cannot use another child's sunscreen or bug spray on your child.
- ✓ Money may be sent with your child for BISD Food Services; however, **NO MONEY** will be allowed on field trips.
- ✓ Campers must be able to participate in group activities and be potty trained.
- ✓ Campers are encouraged to wear tennis shoes at all times.

BISD S.T.A.R.S. Summer Camp Financial Information - 2011

Child's Name: _____

Attendance Estimation:

Please circle the weeks in which you think your child will attend summer camp. We will use this information as a guide to help us set appropriate staffing levels each week. Again, you will be responsible for weekly payments unless the monthly payment option is chosen.

This summer, the BISD S.T.A.R.S. Summer Program will engage the campers in weekly physical activities and also teach them about nutrition to help fight childhood obesity. Campers will participate in activities pertaining to the theme of each week. A more detailed list of weekly field trips will be available prior to the start of summer camp.

"Move to the Groove" S.T.A.R.S. Summer Camp

Week	Dates	Mina Elem.	Cedar Creek Elem.
1	June 6-10	Students will learn about the major human organs and how to take care of them; build a large skeleton	Students will learn how to relax and exercise their minds with classical music and children's yoga
2	June 13-17	History of Mariachi Music with a demo on Fri.	Students will learn the history of a scavenger hunt; brainstorming & mapping
3	June 20-24	Students will learn how to publish a recipe book for healthy eating	History of Ballet Folklorico with a performance of Fri.
4	June 27 - July 1	History of R&B Music with a sock hop on Fri.	Students will learn about forensic anthropology; how to determine race/gender of skeletal bones
5	July 5-8	Students will learn about forensic science & will make their own CSI kits	History of C&W with Boot, Scoot & Boogie on Fri.
6	July 11-15	History of C&W with Boot, Scoot & Boogie on Fri.	Students will learn about forensic science & will make their own CSI kits
7	July 18-22	Students will learn about forensic anthropology; how to determine race/gender of skeletal bones	History of R&B Music with a sock hop on Fri.
8	July 25-29	History of Ballet Folklorico with a performance of Fri.	Students will learn how to publish a recipe book for healthy eating
9	Aug. 1-5	Students will learn the history of a scavenger hunt; brainstorming & mapping	History of Mariachi Music with a demo on Fri.
10	Aug. 8-12	Students will learn how to relax and exercise their minds with classical music and children's yoga	Students will learn about the major human organs and how to take care of them; build a large skeleton
11	Aug. 15-19	Summer Showcase - Campers will showcase activities learned throughout the summer	Summer Showcase - Campers will showcase activities learned throughout the summer

By signing this form, you agree to the following policies, fees, and procedures while your child(ren) is enrolled in S.T.A.R.S. Summer Camp - 2011.

SIGNATURE: _____ **Date:** _____