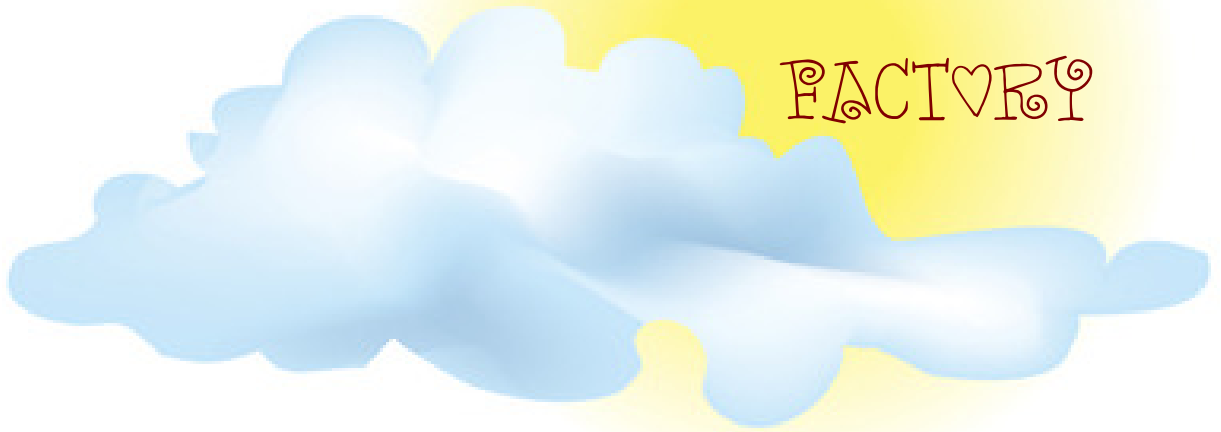




SUMMER

PEACH

FACTORY



## What is Summer Peach Factory?

A school-age childcare program located at Desert Christian Schools for children entering first through sixth grade (*grades 7 and 8—Desert Christian Middle School students only*). Children will participate in activities such as sports, arts & crafts, music, stories, drama, and much more, all within a Christian environment. We offer field trips to local parks for all grades and swimming for children in fourth grade and above.

## Tuition:

**\$149 per week for 5 days, or \$33 per day for less than 5 days. Additional child rate is \$129 per week for 5 days, or \$28 a day for less than 5 days.** Those enrolled in all 4 Summer Learning classes who are also enrolled in Summer Peach Factory will receive a discounted Peach Factory tuition of \$95 per week during July. **Tuition is due the first day of the week** your child attends. Tuition must be paid for the days that your child **is registered, not days attended**, unless you contact the office by **Friday before the upcoming week**. Also, there is a late fee for children picked up after 6 p.m.

## Registration:

A **\$15 registration fee** and a registration form is required for each child that attends Summer Peach Factory. You may register your child by bringing the completed form and the registration fee to Desert Christian Schools, located at 44662 15<sup>th</sup> Street West, Lancaster. Office hours are 7:30 a.m. to 6:00 p.m., Monday—Friday.



# 2011 SUMMER PEACH FACTORY REGISTRATION

● One Form Per Child; Please Print in Ink ●

Child's Name \_\_\_\_\_  M  F Grade in Fall \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Father's Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Mother's Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Father's Email Address \_\_\_\_\_ Mother's Email Address \_\_\_\_\_

Child lives with:  Mother  Father  Both Parents  Other \_\_\_\_\_

School Currently Attending \_\_\_\_\_

Is there anyone who, by court decree, is restrained from taking the student from DCS?  NO  YES\*

\*If yes, list name \_\_\_\_\_

\*legal documentation to be kept on file in the school office.

**Please circle the DAYS or WEEKS your child will be attending Summer Peach Factory:  
Tuition is due for days your child is REGISTERED, WHETHER THEY ATTEND OR NOT, so plan carefully.  
Desert Christian Schools' fall semester begins September 6, 2011.**

Week 1 June 20-24	M	T	W	TH	F
Week 2 June 27-July 1	M	T	W	TH	F
Week 3 July 4-8	Closed	T	W	TH	F
Week 4 July 11-15	M	T	W	TH	F
Week 5 July 18-22	M	T	W	TH	F
Week 6 July 25-29	M	T	W	TH	F

Week 7 August 1-5	M	T	W	TH	F
Week 8 August 8-12	M	T	W	TH	F
Week 9 August 15-19	M	T	W	TH	F
Week 10 August 22-26	M	T	W	TH	F
Week 11 Aug. 29-Sept. 2	M	T	W	TH	F

## Medical Information

Are there any health conditions that would keep your child from participating in normal outside activities?

YES  NO If yes, explain \_\_\_\_\_

Allergies?  YES  NO To what? \_\_\_\_\_

## MEDICAL RELEASE

My child has my approval to participate in all activities. In the case of sickness or accident, Desert Christian Schools has my authorization to secure such medical attention as is deemed necessary, if unable to communicate with me immediately. In case of minor headache, toothache or discomfort, Desert Christian Schools personnel have my permission to give my child *Acetaminophen (i.e. Tylenol)*  YES  NO, or for minor stomachache, *Antacid (i.e. Tums)*  YES  NO, *Cough Drops*  YES  NO. DCS also has my permission to administer general first aid as necessary.

Parent/Guardian Signature \_\_\_\_\_

Please list persons (16 or older) who may pick up my child and could be an emergency contact if we are unable to reach either parent:

Name \_\_\_\_\_ Relationship to child \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Name \_\_\_\_\_ Relationship to child \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

## FOR OFFICE USE ONLY:

Reg. fee paid \_\_\_\_\_ Cash/Ck# \_\_\_\_\_ Received By \_\_\_\_\_ Date \_\_\_\_\_ Handbook Given  1<sup>st</sup> Child  2<sup>nd</sup>/3<sup>rd</sup> Child

# SUMMER PEACH FACTORY

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*“Reinforcing lives with Christian values in a fun, safe environment to develop leaders of tomorrow.”*

## A NOTE FROM THE DIRECTOR

Dear Parents,

I am excited to offer your child a high quality school age care experience for the summer months. You can relax while you are at work knowing that your child is being cared for by a well-trained professional staff.

The Summer Peach Factory program has been designed to provide a variety of daily experiences. While at Peach Factory, your child will have the opportunity to participate in hands-on science activities, active sports and games, water play, arts and crafts projects, and other activities. Your child will develop positive relationships with the staff as well as with their peers. Our days are balanced with indoor and outdoor times as well as large and small group activities.

I look forward to providing a successful summer experience for you and your child.



David W. Pratt  
School Age Care Director



## DAILY SCHEDULE

6:00 a.m.	Program opens
6:00-8:30	Indoor activities
8:30-9:30	Outside playground time
9:30-10:00	Roll call, snack
10:00-10:30	Outside play
10:30-12:30	Morning activities
12:30-1:15	Lunch
1:15-2:30	Water play and outside activities
2:30-3:00	Rest/quiet time
3:00-3:45	Afternoon activities
3:45-4:00	Snack
4:00-4:45	Outside play
4:45-6:00	Indoor activities
6:00 p.m.	Program closes

## POLICIES AND PROCEDURES

### •Arrival

Each classroom has a roster of children's names. Parents need to sign their child in and out on the roster each morning and evening. Children need to arrive at Peach Factory no later than 9 a.m. Their belongings can be left in the classroom.

### •Special Instructions

Any special instructions (such as pick-up information or doctor appointments) should be written and given to the child's teacher when the child is brought to Peach Factory. You can find a note pad in the front of the sign in/out book for your convenience.

### •Release of Children

Parents should advise the office in advance if a person not listed on the emergency pick-up list is to pick up their child. This person should be prepared with some form of photo I.D. Children will not be released to persons who are not listed as emergency pick-up without prior notice.

If there are court orders prohibiting any individual from picking your child up, you must present a copy to the school. Any changes to the court order must be in writing with a new copy for our files.

## HOURS AND DATES OF OPERATION

### •When is Peach Factory open?

Summer Peach Factory is a full-day program open from 6 a.m. to 6 p.m. ***There is NO care before 6 a.m. and children are not allowed to wait outside the door unattended at this time. There is NO care after 6 p.m. Any parent who is late picking up their child will be required to pay a late fee.*** There is no care offered on Saturday or Sunday.



The Summer Peach Factory program is open Monday through Friday, June 20 through September 2 (Summer Peach Factory will be closed Monday, July 4).

## AGES SERVED

### •Who is Peach Factory for?

The Summer Peach Factory program is open both to children who attend Desert Christian Schools, as well as children who attend other private and public schools. For those who attend Desert Christian Schools, the program is open to children who are entering first through eighth grades. For children who attend school elsewhere, the program is open to children entering first through sixth grades.

## PROGRAM GOALS

### •What kind of a place is Peach Factory?

We try to meet the needs of the whole child while they are here at Summer Peach Factory. The bottom line is that this is a fun, safe place for children with plenty of physical, run-and-jump kinds of opportunities balanced with rest times. The emotional needs of children are addressed as our mature Christian staff nurtures them throughout the day. Children are intellectually stimulated through story-time and personal reading, computer usage, problem-solving games, and drama. A Bible story is featured once a week and children have daily exposure to Christian values and role models.

## STAFF

### •Who works with my child?

Summer Peach Factory functions with a 15:1 child-teacher ratio. Each staff member loves children and has chosen to pursue an educational career. All teachers are involved in a pre-summer training course, as well as weekly staff training meetings during the summer. All employees are Christians involved in local Bible-believing churches.



## BREAKFAST, SNACKS, AND LUNCH

### •What is provided for the children?

Breakfast can be brought and eaten here between the hours of 6 a.m. and 7:45 a.m. Peach Factory will be glad to provide eating utensils and milk for cereal or drinking. Remember that breakfast is an important meal and should not be loaded with sugar.

A snack is provided each morning and afternoon to help children maintain a high energy level. The morning snacks are summer fruits. The afternoon snacks may be crackers, pretzels, popcorn or a "teacher's choice."

Children may bring their own lunch from home each day. We encourage parents to pack plenty to drink (i.e. sports bottles) to stay cool in the hot weather.

A lunch may also be purchased from the Peach Factory lunch program. These lunches are offered as a

convenience to parents. Lunches cost \$4.50 each. A menu will be handed out in the classrooms.

## ACCIDENTS/ ILLNESSES

### •What if my child is sick or hurt?

At times, children get hurt while playing. For minor incidents, the teachers in the room will provide first aid. If you have any questions about what happened or what was done, please discuss it with the classroom teacher.



In the event that the child's injury needs more than basic first aid, the school office assist the child in any way possible. For this reason, it is especially important to keep work phone numbers and emergency contact information up-to-date with the school office.

If your child becomes ill while at Summer Peach Factory, the school office will contact you to have your child picked up. A general rule is, if your child is too sick to be outside, they are too sick to be at Summer Peach Factory.

### •Medication

By state law, the school cannot administer any form of medication without a Medication Authorization form (**provided by the school office**) signed by the parent. Prescribed medications need to be in a prescription container with an Rx label. Children are not to carry any type of medication (e.g. Tylenol, inhalers, decongestant tabs) in their lunch, backpack, or on their person.

## LATE CHILD PICK-UP

### •What if I am late picking up my child?

**There is NO care provided after 6 p.m.** and all children **MUST** be picked up. If you have an emergency and are unable to pick up your child by 6 p.m., you must call the office and notify them of the situation. Parents who pick up their child from 6:01 to 6:10 p.m. will owe a late fine of \$5 (there is no grace period after 6 p.m.). After 6:10 p.m. the late fee will increase by \$2 for each additional ten minutes (i.e. 6:10 to 6:30 p.m. = \$9). The business office will bill you for this fee. Any parent who is consistently late in picking up their child will lose the privilege of having their child in the Summer Peach Factory program.

## TRANSPORTATION

### •What about the buses?

The buses used by Desert Christian Schools are annually inspected by the California Highway Patrol. They are also inspected and serviced by a mechanic every 45 days, or 3,000 miles. DCS buses will be transporting the children on field trips. Parents will be notified before any field trips are taken; most of the trips are within the Antelope Valley. Some field trips are taken by walking.



## PARENT MESSAGE AREA

### •Where can I find Summer Peach Factory information?

Each room has a special area for parent messages and other information. This area is where the sign-in/ sign-out books are located. Other messages about activities in the room are posted there, too. If the children are not in the room, a note will be posted on the door or in the window telling you where they are located.

Every Friday a weekly preview will be available in the classroom. These previews highlight activities and any special field trip information for the up coming week.

## CLOTHING

### •What should my child wear?

Your child should be dressed for plenty of play and hot weather (i.e. shorts and t-shirts). We recommend that children wear tennis shoes instead of sandals. Bare feet are not allowed except during water play time. A swimsuit and towel should be brought every day. To swim at the public pools, all swimsuits must be lined. Girls in fourth through eighth grades need to wear a one-piece bathing suit. Clothing with emblems or logos that do not reflect wholesomeness are not acceptable. Please label your child's clothing and belongings. Because of the amount of time we spend outdoors each day, we recommend that you apply sunscreen to your child each morning before arriving.

## TUITION PAYMENTS

### •When do I need to pay?

All tuition questions need to be directed to the Student Billing Office (not classroom staff). Tuition for Summer Peach Factory is a weekly payment which is due on the first day your child attends. Tuition **IS NOT** based on attendance but **IS** based on the days for which you registered your child. No tuition allowance is made for a child's illness. Any drops you wish to make in your child's attendance **must be made by the Friday before the week to be attended**. If you are unable to pay your tuition, please contact Student Billing to make arrangements.

## POOL AND PARK SCHEDULE

### •What day does my child have a field trip?

Once a week during the summer, with the exception of the first and last weeks, younger children visit one of the local parks and older children go to one of the public pools. Park trips for younger children are in the mornings from 10:30 to noon. Pool trips for older children are in the afternoon from 1:00 to 3 p.m. Children in fourth through eighth grades go to the pool weekly. The park and pool schedule for each room is posted during the first week of Summer Peach Factory.



These trips are on a weekly basis; however, if there is a scheduling conflict with the buses, then another day or time may be chosen. Notice of these changes will be

posted in the parent message area.

## WATER PLAY/ REST TIME

### •In what afternoon activities will the children participate?

Every afternoon from 1–2 p.m. the children participate in water play. Since these activities are optional, children can choose to stay in the “dry” area if they do not want to participate. Some days the *Slip and Slide* is set up and on other days sprinklers are on to play in.

From 2–3 p.m. the children return to their rooms for some quiet/rest time. Children are encouraged to read, play quiet games, slow down, etc. during this hour.

## ACTIVITIES

### •What do children at Summer Peach Factory do?

Each week has a theme around which all organized activities are planned. The lead teacher in each room is responsible for planning such activities, which might include sports, arts and crafts, games, stories, and drama. Parents receive a weekly notice about the upcoming activities. Each day is carefully balanced with time for the children to make choices of things they want to do as well as times when the whole room participates in a certain activity. There is a balance of both outside and inside time for the children.



Field trips are an important part of the Peach Factory curriculum. Attendance on field trips is **not optional**. If your child is at Peach Factory they need to be ready to go on the field trip. Exceptions are made for medical appointments, early pickup, or attendance in a summer school class.

## DISCIPLINE

### •What happens to children who are misbehaving?

The overall goal of the Summer Peach Factory staff is to teach children to be self-disciplined in their behavior. This takes away the need of the staff to be the “policeman” and encourages children to settle their own situations properly.

To help children achieve this goal, the staff uses some or all of the following techniques in dealing with children:

If a child is misbehaving, they are first spoken to. If the problem persists, the child is asked to choose a different activity. With continued misbehavior they may lose the privilege of future participation in that activity. The child may be given a simple work project or asked to sit in a control space (maximum five minutes). The child may also be asked to see the director.

At this point, if the child’s behavior has still not changed, the director contacts the parent. We desire to resolve as much of the problem as we can,

and will only contact parents when we feel the child is not responding to our directions.

Another system used by the staff is to reward positive behavior. In this case the teacher would contract with a child the behavior to be changed and how and when the reward is going to be given, upon changed behavior.

If you are concerned about your child’s behavior or the discipline received, please contact the lead teacher by calling 948-5071 and leaving a voice mail message. If you are still not satisfied, please contact the director.

Physical violence is unacceptable regardless of the situation. Our philosophy emphasizes self-discipline and this cannot be achieved with a revengeful attitude. Such attitudes are dealt with accordingly.

## LOST AND FOUND

### •What if my child loses something?

All items found are kept in the child’s classroom through Friday. Friday evening they are taken to the school office. It is very important that **ALL** items brought to the school be labeled with the child’s name. When names are clearly written, we are able to return “found” items. All items unclaimed at the end of the summer are taken to a charitable organization.

## PHONE CONTACT INFORMATION

If I have a question or concern, who do I call?

Contact Desert Christian Schools at 661-948-5071, then . . .

If you need the director or assistant director, dial extension 234.

If you need the 1st/3rd grade classroom, dial extension 400.

If you need the 4th/8th grade classroom, dial extension 401.

If you have attendance changes, dial extension 200.

If you have tuition questions, dial extension 216 or 254.



## RIGHT TO TERMINATE AND REFUSE SERVICE

DCS reserves the right to terminate service to a student at any time. There are two bases for this. First, as a Christian school, DCS has educational and religious objectives, as well as beliefs, which guide its actions and efforts. It is reasonable to expect a student to cooperate with these objectives and beliefs.

Second, it is reasonable for parents to cooperate with and support the school as they know and understand the objectives and rules of the school, and have signed a document to certify their agreement. Therefore, when a student or family refuses to support DCS, the right to terminate enrollment will be reserved.

As DCS has no obligation to provide service, it also reserves the right to refuse service. If a potential student is not believed capable of meeting academic, belief, or behavior standards, service may be refused. Similarly, if a parent is not believed to be cooperative and supportive or willing to meet financial obligations, service may be refused.