



Handbook & Information Packet

www.littlesprigsoftampa.com

Receive the children with reverence
Educate them with love
Let them go forth with freedom
—Rudolf Steiner

Dearest Parents,

A warm welcome to you from Little Sprigs of Tampa! I am so happy that you have chosen Little Sprigs this semester. I look forward to working in partnership with you to make this time rich and rewarding for both you and your child. I hope that this handbook will help to create a harmonious transition between home and school in the moments to come. My purpose is to present you with comprehensive information about this program and education. Thank you for taking the time to read this handbook.

Sincerely,

Charlene Favorite

History

Little Sprigs of Tampa was founded by Charlene Favorite. Having worked with children as both a volunteer teacher in early childhood education and having three beautiful children of her own, Charlene came away with a strong belief that what children (including her own) really need is a place to experience nature and to participate in school “family” life. The environment must be one where the school rhythm and people are familiar and predictable to the children it serves. Charlene started Little Sprigs of Tampa in 2017 as a meet up group for littles in early childhood. Little Sprigs of Tampa was revamped during Covid to offer a safe place for parents and children to continue to meet. Now, Little Sprigs of Tampa continues to do its meet ups while offering more services to the community. We are the community and the community is us.

Little Sprigs of Tampa is a homeschool program offering flexible programming for k-2nd grade. Our flexible program supports and is supplemental to each families’ chosen educational path.

Mission Statement

The mission of Little Sprigs of Tampa is to support and inspire the growing child, family and community. Our vision is to foster a community that honors and celebrates the spirit of early childhood.

Activities now absent from most urban children’s lives are a key part of the curriculum, including cooking, gardening, outdoor exploration, sewing, woodworking, caring for animals, and housekeeping. Woven into these experiences will be lessons that will well-prepare children to enter public or private school, or homeschooling arrangements.

Little Sprigs of Tampa attempts to educate the whole child, touching the child’s heart and will besides his/her intellect.

CLASSROOM AND PROGRAM DESCRIPTION, CLASSROOMS, OPERATIONAL HOURS, ENROLLMENT and RECORDS

We are inspired by the Waldorf and LifeWays educational philosophy. We have a rooted education approach based on the following:

- Holistic innovation (A child’s organic ability to play with existing knowledge to create new ideas with a holistic disposition & outcome)
- Connectedness (A child is part of the connection that is learning, family, community, planet & universe)
 - Creativity (To openly create without bounds in expression & thinking. Each child is a creative being who learns & grows in a creative environment)
 - Mindfulness (A child who practices mindfulness welcomes awareness, resilience & flow)
 - Spirituality (Each child is a unique being with a spirit)

that radiates love & Divine purpose).

We work with the young child first by creating a warm, beautiful and loving home-like environment, which is protective and secure and where things happen in a predictable, regular manner. Our space is thoughtfully decorated and are full of beautiful open-ended materials that are unique to our educational philosophy. Our environment truly should feel like a home away from home. Soft rugs and lighting, few items on the walls, and natural playthings give our space a warm feeling.

We are fortunate to have a huge play yard, a school garden, and beautiful trees that shade a large portion of our property. Small farm animals are in pens within our play yards for both hands-on care and observation. We provide a brunch, a homemade lunch, and a healthy afternoon snack. Our food is very simple and cooked from scratch by our teachers and littles. Because we start with simple ingredients and spices, our food is free of preservatives, food dyes, and unhealthy oils. In a world of “big box” schools and stores, we offer a personalized experience.

With just one visit, we think you will have found a peaceful, engaging, and creative place for your child to spend his or her days! We feel it is paramount that education must address the whole child and support development—not just attempt to stuff him or her full of academic knowledge at a young age.

Program Description

Our days on the farm are designed to create a balance between free, creative play, holistic education and more structured activities. Nature inspires our curriculum to focus on themes that mimic the changing of seasons. We seek to nurture the children’s power of imagination by encouraging free play. This free or fantasy play helps them to experience many aspects of life more deeply. Toys are generally open-ended and made of natural materials.

Our monthly lesson plans and daily rhythm include the following:

- Community Circle Time: high-quality children’s literature, songs, games, and fingerplays
- Crafts and Art--watercolor painting, seasonal and thematic crafts
- Sensory and Practical Life Experiences--sensory boxes, homemade playdough, cooking, baking, setting the table, hand-washing dishes, and cleaning/sweeping, folding school laundry
- Outdoor Work--gardening, woodworking, and animal care, games
- Changes to the classroom environment-- thematic props, cloths and silks that reflect the season
Drawing/scribbling--main lesson books (Kinder), beeswax crayons, colored pencils, sidewalk chalk, and scissors
- Nurturing Arts: Natural foods, hair brushing/combing with lavender spray, hand/face washing, meals with flannel cloth napkins, daily outdoor time and rest
- Social Arts: Empathy, kindness, sharing, leadership, conflict resolution and love

The Educational Approach

The Little Sprigs approach to education emphasizes protecting the realm of early childhood and childhood in all its wonder and magic. The teachers encourage a reverence for all life, enthusiasm for work and compassion for each other. Understanding that young children live in the world thoroughly and deeply through their senses, our aim of education provides each child with environments that are beautiful and rich with natural healthful materials.

Little Sprigs of Tampa Homeschool Village encourages artistic expression in a variety of mediums. The use of quality art materials is very satisfying for the children and indicates respect for their creative selves. Music is celebrated with joyful singing, in groups and individually throughout the day. Our approach offers a wealth of beautiful language experiences in the form of circle time, verses, poems, and songs.

The telling of fairy tales, folk tales, nursery rhymes and stories developed by wise humans over the centuries, nourishes the spirit and the moral development of children. These traditional stories also offer children glimpses into various cultures around the world. The use of language draws children into the wonderful rhythms of the spoken and written word. We actively seek to encourage the qualities of compassion and moral courage. We also guide the children in social skills such as problem solving, negotiation, inclusiveness in work and play, and acceptance of individual differences. Each day has its rhythm of active outgoing and energetic activities balanced by more quiet and inward times. Daily, weekly and yearly rhythms are internalized by the children and give them strength and security.

A Look Into The Homeschool Room

Kindergarten

Little Springs of Tampa Homeschool Village has created a Kindergarten class for homeschooling families that honors this last phase of Early Childhood. At this age some parents view their changing 4-6 year-old “wanting more” or “needing more,” and believe that need may be met by rigorous academics. At the Homeschool Village, we offer an experience for your child that is designed to “offer more “ by developing gross and fine motor skills, fostering imagination through play and story, honing social skills and empathy for others, teaching academics in an encouraging way and encouraging a deep connection to nature and the local outdoors.

Activities

- Circle time that includes song, rhymes, finger-play and movement
- Finger knitting
- Beeswax modeling
- Watercolor painting (wet on wet)
- Stories designed specifically for this age
- Nature Hikes & Immersion
- Seasonal Celebrations and Festivals
- Introduction to foreign language through songs and stories

Philosophy

This program will follow these ten Essentials of a Waldorf Homeschool Kindergarten, based on Lavender Blue’s Kindergarten Homeschool Curriculum and Susan Howard’s “Essentials of a Waldorf Kindergarten.”

1. Free, imaginative play
2. Creative artistic experience
3. Love and warmth
4. Gratitude, Reverence, and Wonder
5. Joy, Humor, and Happiness
6. Movement
7. Nature-Immersion/Care for the Environment

8. Meaningful adult activity as an example for the students' imitation
9. Relationship-Based
10. Emphasis on Rhythm

Our Kindergarten Program serves children ages 4-6.

First Grade

We consider first grade as a bridge between kindergarten and the elementary grades. At this stage, your little is now ready to begin to work imaginatively in new, more focused and explicit ways with the mind. The first-grade curriculum is designed to meet the littles at their developmental level. First graders learn and live through imagination, feeling, and movement.

Main Lesson Subjects (Covered daily in 5, 3 or 2 day sessions)

- **Math:** Qualities of numbers; introduction of the four operations in arithmetic
- **Language Arts:** Pictorial and phonetic introduction to letters; writing; fairy tales from around the world; poetry recitation
- **Natural Science:** Nature stories; Nature walks to forest and beach areas.
- **Living Science:** To cultivate a sense of awe in the students regarding science and the natural world around them using experiences with scientific concepts, observations, and experiments to form meaningful impressions that can building onto future experiments and deeper learning. Focus: Trees, local fauna and floral
- **Social Studies:** Multicultural stories, class community building
- **Handwork:** Introductory Knitting, beeswax modeling
- **Visual & Performing Arts:** Form drawing and drama. Each class will be practicing and performing a class play or presentation tied to the curriculum which is shared with class families.

Specials Subjects (weekly)

- **World Language:** Introduction to Spanish through songs, stories and rhymes, imitation and gesture
- **Visual & Performing Arts:** Music (introduction to recorder), watercolor painting, beeswax modeling
- **Handwork:** Knitting (fine motor skills, concentration, sense of form), simple woodwork accompanied by story and song
- **Nature Immersion:** All-weather hikes and immersion in the forest or beach areas.

Second Grade

In second grade littles, an awareness of opposites begins to unfold. "If a circle of children with everyone facing the center is the metaphorical picture of togetherness in a healthy first grade, the image of the second grade is the circle with children becoming increasingly aware of what goes on around them."

The motif of second grade is *Fables from Around the World* and *Legends*. The fixed, predictable qualities of characters portrayed in Fables contrast with the high level of selflessness and courage revealed in the Legends of important historical figures.

Main Lesson Subjects (covered daily: 5, 3 and 2 day options)

- **Math:** Continue with four operations of arithmetic; story problems; skip counting by 2, 3, 4, 5... through 12; beginning multiplication tables.
- **Language Arts:** Elements of grammar (naming, describing words); beginning cursive; animal fables and legends of sages and saints from around the world; decoding and sight word recognition; building fluency through regular practice (oral and silent reading); comprehension through story recall
- **Natural Science:** Nature study; Nature walks in all seasons to forest and beach areas.
- **Living Science:** To cultivate a sense of awe in the students regarding science and the natural world around them using experiences with scientific concepts, observations, and experiments to form meaningful impressions that can building onto future experiments and deeper learning. Focus: Trees, local fauna and floral seasonal
- **Social Studies:** Multicultural stories
- **Visual & Performing Arts:** Form drawing and drama. Each class will be practicing and performing a class play or presentation tied to the curriculum which is shared with class families.

Specials Subjects (weekly)

- **World Language:** Introduction to Spanish through songs, stories and rhymes, imitation and gesture
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- **Handwork:** Knitting (fine motor skills, concentration, sense of form); simple woodwork accompanied by story and song; painting; modeling.
- **Nature Immersion:** All-weather hikes and immersion in the forest or beach areas.

Operational Hours

Our school is open from 8:45am-2:45pm. Families picking children up late will be charged a late fee of \$15/15 min. We understand that everyone is late occasionally but being chronically late is an indication that our school and its hours may not be suited to your family's schedule and will be considered a reason to discontinue enrollment.

The farm is suitable for us to be there no later than the allocated time. If there is ever a time that you cannot arrive at the expected time of 2:45pm, please send a text or a call to Charlene. You will be provided with her number once registration is complete.

Littles are available for pick up at the back gate of Sweet Water Organics Farm, which is closer to our designated homeschool room.

Enrollment and Records

Thank you for considering us in the care and keeping of your most precious gift, your little.

To enroll your little, the parents must submit the following enrollment forms prior to their first day:

1. Admission Form
2. Tuition Contract
3. Pre-Enrollment Developmental Checklist

Withdrawal Notice / Schedule Change Request

The Schedule Change Request/Withdrawal form may be found on the school's website.

- Requests must be recorded on a Withdrawal Notice/Schedule Change Request form.
- All requests require at least 30 days' notice.
- All requests are subject to availability. There could be a wait for a desired schedule.
- Changes in schedule must be for at least one calendar month and may not begin/end except at the beginning/end of a month.

The Topical Cream/Ointment/Sunscreen Permission Form

The Topical Cream/Ointment/Sunscreen Permission Form may also be found on the school's website. Staff cannot apply any diaper cream/ointment or sunscreen without having a completed permission form on file at the school.

The director of the Homeschool Village is a certified family herbalist. If she has questions or suggestions about treatment, you will be contacted. The permission form also lists the ability to apply herbal remedies in the event of scratches, burns, cuts, or bruises.

Immunizations

Please note that children and staff who are not vaccinated may be present at school.

Inside Our Rhythm

Children may be dropped off any time after 8:45 a.m., no later than 9:00 a.m. Each day is planned with the children in mind. If you will be delayed, or your child will be absent, please call as soon as possible. The teacher will greet each child individually as they arrive. It is hoped that parents will establish a consistent, short leave-taking ritual at the inside door of the school room.

Meal preparation and free play begins our day. There may also be a seasonal craft in various stages of completion. During our day, we will complete various topics in education in our two main lesson blocks and afternoon lessons. Topics for our main blocks include spelling, grammar, writing, math and health. Between our lesson blocks are connection activities of outdoor play, tea time, snack and enrichment games. We have two snack times. Snack is prepared with the children and are enjoyed family style, sitting at the table together. Through the day, we gather for story time and circle time.

During this homeschool experience, your little will gradually become accustomed to working within a group, listening to stories, interacting with a teacher and following a daily routine, while at the same time being aided in his or her development as an individual through the encouragement of creative play, practical life skills and artistic opportunities. The teacher deeply understands the young child and the need for movement, as well as the child's devotion to learning about the world through imitating everything he or she experiences. Below are some of the core activities of this program and the significance of each in relationship to lifelong learning:

Creative Play Time

The children have a long period of time where they are encouraged to imagine and play with a wide variety of natural materials and playthings, following their own initiative. During this time, the teacher is involved in preparing the snack, sewing, cleaning, making toys or any of several practical activities with which the children are welcome to participate. An atmosphere of work and play permeates the room.

Being able to follow a train of thought or carry a task to completion is very important for later academic life, such as solving complicated math problems or writing a report. This same energy pertains to our 7-year old and 8 year old. This is a skill child will need throughout their lives. Within the activities of play, children integrate the world and practice their life skills such as movement and balance, sensory integration, speech and language capacity, social and emotional interactions, and imaginative and cognitive development.

Circle Time

The class is brought together to sing songs and recite verses with the teacher. These may relate to the season, a fairy tale or story, or just part of the general lore of childhood. Circle time also includes developmental movement activities with the songs and verses. Repeating and remembering verses sets the stage for the more intense memory work that will be required in elementary school and beyond. Repetition is also recently lauded as a foundation for healthy brain development. Rhyming sounds and alliteration found in poems and songs educate the ear, forming the beginnings of spelling and phonics. Directed movement is a basis for healthy brain development.

Artistic and Craft Activity

Wet-on-wet watercolor painting, beeswax modeling, crayon drawing, as well as various forms of handwork such as finger knitting, simple sewing and woodworking are done as group activities or at the individual initiative of a child. High quality, organic materials are used for activities. These activities encourage the child's natural sense of beauty, color, and form, as well as laying the groundwork for artistic techniques that will be needed later. They also aid in the development of fine motor skills.

Music

Singing is woven throughout the day and is often used for transitioning from one activity to another. Sometimes simple instruments may be available for the children's use. Simple singing games provide songs and rhymes for parents and children alike to enjoy. The children learn to mark the seasons, develop their sense of rhythm, and enhance their memory skills through the singing of specifically chosen songs. Music lays the foundation for future math and engineering skills as well as a soothing influence throughout life.

Outdoor Play

Similar to the indoor creative playtime, the group is taken outdoors to experience the natural world. You will find our class outside in all but the most formidable weather. A child who has had an experience outside can enter very deeply and comfortably into later studies of plants and animals, the weather, geology, astronomy and other natural sciences. Extensive outdoor experiences also hone the child's observation skills.

Snack Time

This is another group activity where the children eat together family style with their teachers. It is likely that they have also helped to prepare the food and set the table. Afterwards, they clear the table and wash their dishes. An emphasis on gratitude for the food and on table manners sets the stage for a lifelong social skill. Wholesome and organic snacks are prepared by the teachers with the participation of children. Don't worry, we are used to working with picky eaters! Over time, you'll be amazed at how much your child will love to eat when they are part of preparing delicious foods! Adventurous peers are also great role models.

A school menu is emailed to all families in advance of the upcoming week. We serve a seasonal three month menu that rotates every other week. Children often grow to eat more and more as items become familiar, thus repetition in our menu cycle.

This school is a community effort. Each child must bring 2 items from the weekly grocery list provided to the parents, every Monday. There will be a sign up list after registration for parents to coordinate who brings what. This is how we get our food. Food must be organic, non-gmo or local.

Story Time

During the day, the children are gathered together to hear the teacher tell a special story. The ability to sit and listen to an adult for a sustained period is a skill that is gradually developed. The oral tradition of language arts and the content of the stories expose the children to the beauty of language and literacy.

Life Arts

Part of the daily experience is tending to the domestic life (cleaning, cooking, repairing) and self care (toileting, hair brushing, hand washing). It is a process-oriented approach. For example, the children may grind the flour that they will later mix into their flour for breadmaking. Involving the children in the practical activities and care of their materials, their environment, and themselves lays the groundwork for organizational skills needed in adult life.

Food in the classroom

Warm snacks and lunches are prepared and served family style each day with organically grown ingredients whenever possible. Snack is served but it is important that the children eat a hearty breakfast at home. If for some reason, your child has not eaten before coming to school, please inform one of the teachers, so that we can be attentive to his or her needs.

Clothing and Gear

Please dress your little in appropriate clothing for being outdoors in the weather. Flip-flops, Crocs, and ballet flats are not appropriate footwear. Children must wear socks with their shoes. Your child will get muddy and dirty while in school. Your child will need to bring rain gear when it is rainy or has been raining. We are always available to help with gear questions. The following list of clothing is suggested:

- Rain pants and rain jacket with a hood
- Baseball cap or hat with good brim for under rain hood
- Long underwear bottoms and top
- socks and rain boots

Dietary Modifications/Food Allergies

Dietary modifications and food allergies are very common today and can be a life-threatening issue for children in our care. For children with dietary modifications or food allergies, written notice must be provided. This process ensures that we are fully informed of your child's needs and can provide the safest care possible.

If your child's dietary restrictions cannot be met by simply not serving that food to your child (bread, yogurt), you will be expected to provide alternative snacks or meals for your child on days he or she cannot eat the food provided. Please indicate when you will provide food substitutes for your child (i.e. for lunch or snacks, or both). When alternative foods are provided, please note that they must be packaged ready to serve – cans cannot be opened, and items cannot be warmed or toasted before service.

Behavior Guide

At Little Sprigs, we take many measures to prevent behavior problems. Our goal is to support the development of self-discipline within each child and to help him or her develop social skills. Our own professional and inner work brings understanding of childhood developmental issues and gives us realistic expectations for the children. We strive to model ideal behavior through our interactions between each other, as teachers, with the children, and with you as parents. The rhythm of our day goes a long way toward helping the children develop inner form and the impulse to care for others, their playthings, and their environment. The classroom environment also affects behavior, therefore utmost consideration is given to the physical space of the classroom.

We will always share any concerns, or specific incidents we have about your child with you as we hope you will share with us any events that may be stressful in the life of your family that would affect your child's behavior in school. We will use behavior guidance that is fair, reasonable and suited to the age of the child. We will not use any corporal punishment (spanking) in my program. If a child persists in problem behavior (hitting, biting, breaking toys, etc.), we will ask you to come and pick up the child from school for the remainder of the day. Approaches to discipline that are used at Little Sprigs are:

- Gesture - Without calling or speaking, we indicate with a gesture what we would like the child to do (i.e. sit down, quiet, etc.).

- Royal "we" - Speak in "we" rather than individualizing the children. This helps them to learn to participate and takes the personal out of the equation. Ex: "Now we are sitting down," or, "We are putting on our shoes."
- Privileged "may" - When asking a child to do a task or deed, we speak with truthfulness. We don't phrase a request as a question if we do not truly want to receive a yes or no response. Ex: "You may close the door."
- Pictorial Language - Children live in pictures. When we make a request through the use of creative language, children often respond with delight and enjoyment. Ex: to encourage a child to help put all the "food" back in their play kitchen we might say: "Let's collect all the muffins in the basket," or, "Don't let the ice cream melt- let's put it in the freezer."
- Even, objective tone of voice - When our voice wavers and escalates to urgency, we lose ourselves (our consciousness) and the child loses respect for us. Discipline is for the benefit of the child and is done with love and respect.
- Save "NO" for harm to self and others - Otherwise, we tell the children what they may do rather than what they may not. We describe what we want to see the child doing.
- If NO, then when YES? - What are the underlying needs of the child? Is there a more appropriate way for them to have that need met? Ex: If the child is knocking another child's block castle over, we can create a place where things can be knocked over and broken down.
- Create healing relative to the deed - Ex: Have the child who hurt another help with the healing of the injured child by giving them an ice pack or just a kiss on the boo-boo.
- Objectify the deed - By seeing the inherent good in each child, we can then separate their behavior from who they are. This prevents the child from seeing him or herself as "bad." Ex: "I see those hands are knocking into things, let's make them warm, or help them do good work."
- Healing stories - Stories are told that provide examples and models of how to treat one another with kindness and gentleness. These moral lessons, told through stories, sink deeply into the child's consciousness and provide a way for them to check their behavior.

Parents and Little Sprigs

Little Sprigs encourages parent participation in the life of the school. Time, skills and creative ideas are welcomed! Volunteer activities, including helping to spruce up the grounds during a Family Work Party, coordinating a group order, taking home a basket of laundry at the end of the week or creating crafts for the outreach events provide a mantle of warmth for the school and the children. Parents are required to dedicate 5 hours of volunteer outreach to the Homeschool Village between January 3rd, (the first day of school) and May 27th (the last day of school).

A 5 hour commitment is not much. We believe that you have chosen our school for your child not just because you need care for them, but because you wish for them to connect with like-minded children, families, and teachers who generally believe that natural/gentle parenting, wholesome food, family life,

and connection with nature are important in a child's development. We look forward to building a supportive community within our school. This is achieved through time to commune with one another, tending to the school and its grounds, and through celebrations and festivals. Please make yourself available to the experience of being supported through the joyous, trying, exhilarating, exhausting steps of raising young children! Documents for recording volunteer time will be made available after registration.

Parent/Teacher Conversations

Little Sprigs of Tampa works in partnership with you regarding the education of your child. We hope that our communication with you can be open, respectful, and direct. Please communicate with us when you have a concern rather than letting your concern grow into something unmanageable. When in doubt, bring it up!

Please remember that time is limited during operational hours, because our focus must be on the children in care. A time can be scheduled to talk by phone or in person outside of school hours or during planning time. We respectfully request:

1. If your child needs extra help from teachers for a smooth drop-off, please arrive by 8:30 AM so that the teachers can assist you and your child. Please call to arrange the early drop off.
2. Please keep conversation to a minimum during drop-off. Communicate a specific need on the classroom clipboard as you sign in.
3. Please enjoy conversation with other parents on the front yard.
4. Please do not manage another child's behavior. Do alert a teacher if you see a behavior issue that needs attention.

Sign-In/Sign-Out/Notes...Daily Class Notes

Each day, teachers make notes about the daily menu and class activities in the sign-in/sign-out binders, as well as any short notes about information that needs to be communicated between parents and staff. If there is something your child's teacher needs to know about your child that day, the sign-in page is a great way to communicate that information at drop-off. Daily classroom notes are emailed home each afternoon before closing.

Monthly Newsletter

Each month, a family newsletter is published and distributed via email to all enrolled families. Contained within the newsletter you will find important dates to remember, descriptions of class activities for the coming month, school-wide announcements and volunteer/donation requests. This is a great way to keep abreast of happenings on the Farm each month.

Safety

To protect our little sprigs and ourselves, parents are asked to submit a list of all persons who are authorized to pick up your child from school. Please update this list as necessary. Anytime a child is to be picked up by someone whose name does not appear on this parent approved list, parents must send a note giving special permission. The specially approved driver must then identify himself or herself to the teacher before taking the child. Under no circumstances will children be released to unauthorized adults.

Health Policies

Because at Little Sprigs we are concerned with the whole child and find a relationship between health and child development, you will find your child's teacher receptive to any comments you wish to share about your child's health, illnesses past and present, sleeping and eating habits, stresses, and home-life rhythms. If a child receives a minor injury during school hours, he or she will be offered a homeopathic dose of arnica, a band-aid or salve as needed. If a child requires more significant first aid, the parent will be contacted. Any child who is ill with an infectious or contagious condition must not be brought until the end of the infectious phase. If your child is ill and will not be attending that morning, please call us between 7 and 8:00 a.m. If there is some question about your child's state of health, it is often better to keep your child at home. Children who have the following symptoms or illnesses may not attend:

- an illness that includes vomiting
- a virus
- a temperature over 100 degrees
- pink eye
- diarrhea
- a parasitic infection
- chicken pox
- any communicable or contagious disease

We request that parents give their children at least one full day of rest at home after a fever. Parents will be contacted if a child develops any symptoms that suggest illness such as:

- Unusual listlessness
- Excessively red or draining eyes
- Skin rash
- Severe cough
- Persistent nausea, with or without vomiting
- Diarrhea
- Persistent headache, stomachache, or sore throat
- Elevated temperature

FEES AND GENERAL OPERATIONAL POLICIES

Our fees have been carefully considered for our market, program quality, the quality of the food served, and most importantly for the ratios and personal attention provided your child by our staff. Tuition entirely supports the cost of our program, including: classroom and grounds materials, renovations, food, local/state/federal taxes, staff wages, rent, extracurricular activities and benefits.

Enrollment Deposit To secure your enrollment, a non-refundable deposit equal to your child's first month's tuition will be collected. This deposit will be applied to your first month's tuition. In addition, a one-time family registration fee of \$75 is due the first month of your child's enrollment at our farm school. Tuition is due on the first business day of each month, and is considered late by the close of business on the second business day of each month. A late fee of \$10 per day will be assessed beginning the third business day of the month until the account is current. Only electronic tuition payments will be accepted – no cash or checks will be received. Children cannot be received for care beginning the third

business day of the month and until tuition is paid in full. A family whose payment falls behind one week (five business days) will be asked to find other care for their child. This is especially true if arrangements have not been made. Refunds and make-up days are not given for any reason, including absences due to illness, vacation or holidays.

Monthly Tuition Rates

The current tuition rates are published on the school website. Tuition for all classrooms includes supply fees, and lunch with two snacks. Sibling Discount 5% off total tuition for families with more than one child simultaneously enrolled in any of the programs.

Other Fees

In addition to monthly tuition, the following fees will apply when necessary:

Registration fee \$75

Late Tuition fee \$10/day

Late pick-up fee \$15/each 15 minute period

Withdrawal Policies

Parents must submit a Withdrawal Notice / Schedule Change Request. The form can be found on the school website.

- Parents/guardians will be required to give a minimum of 30 days' notice to terminate enrollment.
- The last day of attendance/notice/tuition billing will be the last day of a full month. Ex. notice given on January 15 would mean that the Preschool Tuition Contract would be terminated effective February 28.
- Parents/guardians will be responsible for paying the tuition during the notice period even if the child does not attend school during that month.

The Healing Basket

Unless a request is made to the contrary, enrollment in our school permits the use of "The Healing Basket" contents as needed on your child. The contents of the "The Healing Basket" are as follows:

- red or dark washcloths used to wipe bloody scrapes, etc.
- a pair of tweezers
- a thermometer
- calendula salve for scrapes
 - arnica gel for bumps and bruises
- tea tree oil diluted with water on a child's classroom comb, hair
- aloe vera gel for burns
- band-aids
- tissues
- lavender oil-mixed in water to calm a child, for after nap grooming, or footbaths
- lavender lotion for hand/foot massages

Photographic/Videography Permission

Unless otherwise specified, enrollment in our school permits the use of your child's picture on the school website, blog, social media, and in other marketing efforts (including short videos showing a day at Little Sprigs of Tampa). Photographs and videos are always taken with sensitivity to whether the child wishes to be photographed or videographed (if he/she is aware) and in a way that honors the child and their work.

Medical Emergencies

Staff are not all CPR and First Aid certified. In the case of a minor injury or illness, parents are notified. If a parent cannot be reached, an authorized emergency contact person indicated on the child's admission form will be contacted until the parent can be reached. Incident/Illness reports will be completed as a matter of record, per licensing standards. In the case of a medical emergency, 911 will be contacted, followed by a phone call to parents, then authorized emergency contacts if the parents cannot be reached.

Please note that in the event of a medical emergency that necessitates transportation by ambulance, the caregiver(s) at the Homeschool Village may not be able to accompany your child in the ambulance due to the responsibility to care for other children who are at the school at the same time.

School Calendar

Our school calendar is carefully considered and reflects trends in family and staff vacations.

Emergency Preparedness Plan

In the event of an emergency, all children will shelter/lock down in the safest portions of the school building, as recommended by the local fire marshal, evacuate to a designated area outside the buildings on the school grounds, or relocate to the farmhouse on the property, should it be deemed unsafe for children and staff to remain on the property.

Transportation/Field Trips

We prefer not to transport children or take them on field trips. Instead, we prefer to bring guests to our school periodically so that trips are not necessary. In the event of a trip, we expect for the parents to fully participate including bringing them to the trip location.

Animals

Our farm school family extends to various animals housed throughout the campus. All animals are treated by a local veterinarian, examined at least once each year. The students of the school are part of feeding and caring for the school's animals. A staff person assists the children in refilling rabbit water bottles, pouring cat food and rabbit food, and in pouring grain into feed bins for the larger animals. Children will wash their hands immediately after caring for animals, and they will wash their hands upon entering the school. Children will not handle but may feed and gather the eggs of animals designated by Licensing as posing a high risk for the 18 spread of salmonellosis: chickens, ducks, reptiles such as

snakes, turtles, lizards, iguanas, and amphibians such as frogs and toads. All school animals will be kept safe and healthy for the children, and unknown animals will be prohibited from school grounds.

Birthdays and Holiday Celebrations

A special ceremony will be held for your child at morning snack on or near your child's birth date. You will be invited to participate in this special ceremony. Your child may bring a healthy snack to share. If you would like to invite children to an off-site birthday party for your child, please distribute invitations to children. A variety of school celebrations will occur during the school year, without particular focus or preference for any one religion or culture, instead taking cues from Mother Nature. If you would like to share information, traditional dress, etc. related to a holiday celebrated by your family, please make arrangements to plan a time to do so with us.

Tobacco

No person is allowed to possess any form of tobacco on school property.

Breastfeeding

All mothers are welcome to breastfeed their children on school property. Currently, a rocking chair is located in the school room, but any location comfortable to mom/child is acceptable.

Changes in the Home

In the event that a significant change occurs in the home that could cause distress to the child, parents should inform the teachers as soon as possible. Examples may be: a new person in the home, divorce or separation, a parent travelling for an extended period of time, moving, death of a pet or loved one. All information will be kept confidential.

Screen Time

Little Sprigs is dedicated to nurturing the children's capacities for imagination, healthy feeling, independent thinking, and active willing. It is our experience that these capacities develop best through warm human interaction and the children's enthusiastic immersion in the natural world, with all of their senses fully engaged. The debilitating effects of media on children's developing capacities are increasingly apparent to us, and are well documented by independent researchers.

By screen time we mean the full array of visual and aural electronic devices, including, but not limited to handheld devices such as iPhones, videos, DVD's, video games, iPods, CD walkman units, computers, computer games, television and radio. Of equal concern are large screen movies, whether in the theater or at home. We fully recognize the prevalence of media in our culture and the need that many adults have for this in their vocation and leisure time. We must also recognize, however, that the adult has the ability to absorb and consciously process these experiences. This a child cannot yet do. It is not only the content that is harmful, but the actual physical and psychological processes involved. The passivity inherent in media viewing runs counter to children's active engagement with the world, and deprives them of the full use of their senses. The fast-paced imagery and fragmentation works against the more gradual development of their own concentration and imagination. After a day filled with creative play, children need a quiet time to work through their experiences, rather than additional

stimulation. We find that education works best with children who experience little or no media at all. We strongly urge the elimination of all media in the first six years of life, and with parental involvement through fifth grade. This is especially important on school days. When children are actively and imaginatively engaged with the natural world, they experience the joy of their own energy. Their energy soon becomes will power, self-discipline and ultimately, self-direction. With a will, they apply themselves to all artistic endeavors- the painting that nourishes it, or the drawing that enlivens it.

Children's thinking also becomes mobile and imaginative: their capacity for living vividly into the stories they hear becomes the capacity of empathy for their fellow humanism adulthood. As adults, too, they become independent, creative individuals, feeling at home in the world. Seen in this light, it is not so much a matter of avoiding media, as it is one of simply allowing the natural capacities of children to unfold unimpeded. Our teachers are happy to work with you to offer support and suggestions for reducing and eventually eliminating your child's media exposure.