



Outback Summer Program 2016 Fact Sheet

This is critical information taken from our Parent/Guardian Handbook. Please read through these details carefully in order for your child to have a safe and comfortable experience at Outback.

Drop Off

- All children must be signed in daily at the sign-in desk by a parent/guardian.
- **Kindergarten** Sign In is inside of 20 Sacramento Street on the first floor program space. Please enter through the backdoor.
- **1st-6th Grade** Sign In is at the end of the driveway in the backyard of 20 Sacramento Street.
- Please give yourself enough time to walk your child into the backyard and sign in. There are many families dropping off each morning and your patience is much appreciated as we account for everyone.
- Drop off time is between 8:30-9:00am. Group meeting and Morning Groups will begin promptly at 9:00am and we suggest children arrive by 8:45am so that they are prepared for the day.
- Promptness is crucial on field trip days. **Drop-off is no later than 8:40am for attendance and group placements. Buses leave at 9:00am sharp. There will be no staff person present to care for children who miss the bus and we will not be responsible for your children if they arrive after 9:00am on a trip day.**



Pick Up

- **If you are registered for regular day, pick up is 2:45-3:00pm.** The late fee policy is in the Parent Handbook. Your prompt pick up is appreciated to allow staff to prep for the extended day activities.
- Extended day hours are 3:00-5:30pm. **Activities are over by 5:30pm.** We have a 15-minute grace period before our late pick up fee goes into effect. All children must be picked up by 5:45pm at the latest.
- If you would like to add an adult to your authorized for pick-up list, you must either update your family account in our online registration system or complete an authorization form. This form can be found at the parent information board at Sign In/Sign Out.
- Older children will need an advanced written permission (and approval by the director) if they are allowed to walk home unsupervised from Outback. A contract form can be found at Sign In.

Parent Communication

- The Outback parent information board will be located near Sign In/Sign Out at 20 Sacramento Street. This board will be updated daily and have important information regarding weekly themes, field trips and special events. *Please be sure to check this information board daily.*
- There will also be a file holder dedicated to forms: permission forms and other special information, which will have a “drop-box” folder for completed forms.
- Please use email or voicemail to share important information with the Outback Site Directors. **We also require parents to submit a written note so that we have a hard copy of your request or information to be communicated. Communication forms are provided.**
- Outback updates and information will also be sent out via emails.

Parking

- We are asking you to be considerate of our neighbors when parking your cars at drop-off and pick-up times by not parking in any driveways or blocking any driveways. Likewise, there is no parking in our driveway.
- Please allow yourself enough time before drop-off and pick-up times, so that you will have time to find an appropriate parking space. In general, parents are granted a 10-minute “parking consideration” by the City of Cambridge.
- Be aware of street cleaning signs – towing is strictly enforced.

What to pack every day:

Labeling your child’s things helps us enormously to locate misplaced items.

Children should bring an easy-to-carry backpack each day with:

- A morning snack, lunch and water bottle (clearly labeled)
- Sunscreen (labeled)
- Swimsuit/towel (all days for beach, pool and water play)
- Sweatshirt and/or rain gear
- Change of clothes for younger children
- **Children should wear comfortable and secure footwear (sneakers or other appropriate shoes for active play) every day.** In addition to sneakers, water shoes are highly recommended. Children are not allowed to go barefoot during sand and water play at Outback. Shoes that allow them to play in the water and sand are encouraged.
- **Kindergarten students may bring rest time things and special blankets or stuffed animals.**



Beach Trips:

- Children should arrive at the Baldwin Gym (85 Oxford Street, Cambridge—the basement level) by 8:40 am.
- Children should have on sunscreen, a swimsuit, and their tie-dye Outback T-shirt. Students will get their T-shirts on their first beach day of the summer.
- **Children should be at the program site by 8:40am.** Outback leaves on three school buses at 9:00am sharp and will return to Outback by 3:00pm.
- There will be no staff person to care for children who miss the bus. You will be responsible for your children if they arrive late on a trip day.
- For safety reasons, we require that all Outbackers wear the Outback t-shirts on fieldtrips. Per EEC regulations, Outback will provide all children with a plastic bracelet that includes the program name, emergency cell number and address on any off-site trips.
- Pack: a snack, lunch, water bottle/drink, sunscreen, beach towel, sweatshirt or a rain jacket. *Beach days can be chilly, especially after swimming and on the bus ride home.*
- For Regular Day Pick-up—The sign-out table will be set up on the sidewalk at the Baldwin School’s Oxford Street entrance.
- For Extended Day Pick-up—Sign-out will be at 20 Sacramento Street (as usual).

Parent Chaperoning:

Every summer we rely on the continued support of parents/caregivers to assist us on our trips. It’s a nice opportunity to take a day off from your regular routine, and for maximum safety and fun, it’s essential for Outback to have additional adult help. If you are interested in accompanying us on a beach trip, complete and return the Chaperone Form, available as a download or at the Sign In/Sign Out.

Sunscreen

- We strongly urge parents to apply sunscreen to their children *before* arrival at Outback and keep a bottle in their pack to reapply throughout the day. Make sure the bottle is labeled with the child’s name. We want everyone to stay healthy, happy and sunburn free!
- We do have back-up sunscreen at Outback. If you have a specific type of sunscreen you prefer, please make sure to pack it.



Other Field Trips

Outback occasionally takes children on field trips outside of the regularly scheduled beach days. Please see the Outback Calendar for those dates. We will information about the trip (for example, if specific footwear is recommended) via email. These field trips may require special parent permissions—either connected with the Beach Permissions or at the Sign-In table. If you have questions, you can email the Director of Children’s Programs or check in with the Site Director at drop-off or pick-up.

Choice-Based Activities

- Outback Summer Program uses a “choice-based” activity model. There are two morning clubs and afternoon choice time for regular day Outbackers and two additional afternoon choices for extended day.
- Clubs are selected on Mondays for the remainder of the week and Choices are selected daily.
- Between activities we use community meetings to make announcements and announce the next set of activities being offered.
- The Site Directors do their best to place all children in their first or second choice.
- Some activities are for certain age groups whereas others are mixed-age.

Lunch & Snack

All Outbackers eat snack at 10:30am and lunch at 12:00pm. Extended day snack is provided at 2:45pm.

- **Children should bring a mid-morning snack, lunch, and a water bottle everyday. Please make sure to clearly label your child's lunch box and water bottle.**
- Children in the extended day program will be provided a healthy afternoon snack.
- Please pack your child’s lunch with a freezer/cold pack. We suggest packing foods that do not spoil within a 2-3 hour time period. Lunch boxes will be hung in the shade on our outdoor hooks.
- **Outback is a nut-free zone.** No peanut butter or tree nuts of any kind will be served and we ask parents to not send lunches with peanut butter or any other nuts (substitutes, such as “SoyNut Butter” and “SunButter” are allowed—please label substitutes).
- Due to the many food allergies, Outback has a strict no sharing food rule.
- Throughout the summer we provide frequent treats such as watermelon or ice pops.
- **Please provide a written account of any food allergies that your child may have and contact Registration to obtain appropriate forms.**



Health

- Outback on a hot summer day can be a strenuous experience for children. Please keep your children home if they are not feeling well; we will call you to pick them up if they are ill. Also, please inform the Site Director in person if your child has any severe allergies or other conditions about which we should be aware.
- It is important to keep campers home until 24 hours after they no longer have a fever (have achieved a persistent temperature below 100 degrees Fahrenheit) or signs of fever (chills, feeling very warm, flushed appearance or sweating) without the use of fever-reducing medicine.
- We encourage everyday preventive actions to help slow the spread of germs (covering coughs and sneezes and washing hands often). **We practice frequent hand washing** with soap and warm water or use of alcohol-based hand sanitizers.

Rest Time

- Kindergarten and 1st Grade students will have the option to have rest time/quiet time after lunch.
- Please let the Site Director know your child’s rest habits if you would like them to spend their recess time inside having a quiet rest time.
- Feel free to send your child with rest items and special blankets or stuffed animals that they find comforting.

Storage Space

- We have limited storage space for children’s belongings. Please pack and take home any additional items on a daily basis. Check the Lost and Found daily. Items left on the ground at night will be put in the Lost and Found. Lost and Found will be disposed of/recycled/donated each Friday.

- All children will have a hook to hang up their belongings. Please be sure all of their items fit into a backpack that can be easily hung up.
- Students often create artwork during Outback. Please bring home completed artwork!
- Please do not lock bikes to our benches in the driveway. Bike racks are located in front of the Baldwin School a few houses down. Thank you.

Friday Performances

Each Friday throughout the summer, we hold a lunchtime family event to share awards and highlight the drama, dance and art pieces that Outbackers have been exploring all week. Please join us every Friday from 12:00-12:45pm for these exciting events!

For full program policies, please refer to the Outback Parent/Guardian Handbook, which can be downloaded from www.agassiz.org

