

# **Children's Programming Policies and Procedures**

Lachat Town Farm is excited to offer expanded children's programming! These small classes will cover topics related to the farm, including farming, gardening, environmental issues, crafts, music, and more.

### **Registration:**

Children's programming will be processed through our registration platform. When you register for a class, you will be asked to create a family account along with a profile for each child in your household. Your information will be stored in the system to facilitate faster registration for future programs.

Programs will be filled via Lachat's online registration system on a first come/first served basis. If a program is full, you may add your child to the waitlist (no payment is required at this time). If space does become available, you will be notified via email.

## Fees:

Please see each course listing for specific fees. Materials are included in the class fee unless otherwise specified. All payments must be made via Lachat's registration platform.

Lachat should be enjoyed by all! If you need financial assistance, please contact Allison Lisbon, Director of Weston Social Services, at 203-222-2663 or alisbon@westonct.gov to inquire about eligibility.

## **Refund Policy:**

Registrants may cancel their enrollment up until 2 weeks before the session start date (summer programming may have a different policy). Within the permitted window, a refund of 90% will be returned to your credit card (with 10% withheld to cover administrative and processing fees).

No refunds will be provided within 2 weeks of a session start date (or other date specified in the program description).

Lachat Town Farm reserves the right to cancel a class due to low enrollment numbers. If a program is canceled by Lachat for enrollment or any other reason, participants will receive a full refund.

#### Age/Grade Requirements:

Please read program details carefully to ensure your child is eligible to participate in a program. Children who do not meet program requirements will not be allowed to participate, and the refund policy outlined above will apply.

#### Transportation:

Parents are responsible for arranging transportation to and from the farm under most circumstances.

Lachat is hoping to partner with Weston Public Schools to provide bus transportation to Lachat for after school programs. This arrangement will be confirmed after school begins in Fall 2022 once the district is able to determine bus capacity, so please do not count on this arrangement until it is confirmed. Lachat will notify all enrolled students as soon as we know one way or another.

Lachat will strive to follow the Weston Public School calendar as closely as possible, In the event that school is canceled or has an early dismissal but Lachat determines that programs can continue, parents will be responsible for all transportation regardless of bus arrangements. Parents are responsible for entering the correct instructions into Dismissal Manager.

#### Weather Policy:

Lachat children's programs will go on as long as it is safe to do so. Please monitor your e-mail when the weather is questionable for any change in schedule. We will do our best to schedule a make-up class in the event one needs to be canceled.

#### **Behavior Policy:**

Lachat Town Farm expects enrolled children to be able to follow instructions, maintain their own safety, and treat all participants, staff, animals, and the farm's property safely and with respect. In the event of a behavior concern, parents will be contacted for further discussion and planning. Lachat reserves the right to ask children to leave a program if efforts to maintain safety and appropriate behavior are not successful. If a child needs to be dismissed for behavioral reasons, no refund will be given.

If you have any questions, please e-mail childrensprograms@lachattownfarm.org