



ROCK SOLID BEFORE/AFTER SCHOOL INFORMATION

**Mailing Address: Rock Solid
718 Professional Drive N ~ Shreveport, LA 71105
Office Ph#: 318-779-1451
Email: rocksolidathletic@gmail.com**

We are so excited that you have chosen Rock Solid to meet your Before and After School childcare needs. At Rock Solid we commit to you an environment where your child will not only be actively stimulated and safe, but also a place where we will build leadership, character building and team building skills into their lives. Should you have questions or concerns along the way, please do not hesitate to share those with us as we strive to continuously make our program the absolute best it can be. Please find attached the information you will need to insure the utmost experience for your child, as well as, information on our staff members. We look forward to impacting the life of your child.

Active Kids Before/After School Staff

At Rock Solid we know the difference between just a good time at camp, or in our before/after school program, and an incredible life changing experience rests solely on the shoulders of the staff. For that reason, employment at Rock Solid is highly selective.

We hire counselors who have a fun, positive spirit, are self-motivated, and understand the sacrifice needed to be a servant. Because we know how precious children are to their parents, safety is our first priority.

Each activity is supervised by qualified, trained and experienced leaders. The staff believes in Rock Solid's purpose. Through building relationships with campers, they strive to inspire abundant and purposeful living even beyond the context of camp. They possess sound judgment, good counseling skills, compassion, and an understanding of the power of encouragement.

Shelley McMillian, Rock Solid Founder & CEO

Shelley is the founder and CEO of Rock Solid Sports, Camps, Team-Building and Athletic Club. Shelley attended college at Centenary College in Shreveport, LA earning a B.S. in Exercise Science in 1993. She also captained the inaugural women's soccer program, scoring the first goal in the history of the program and earning her Centenary's NCAA "Female Athlete of the Year" Award. She has 22 years experience as a camp director and 25 years experience as a Collegiate, High School and Youth Coach. Shelley knows much about the world of teams, not only as a collegiate player, but also as a successful high school and collegiate soccer coach. She holds the title of Louisiana's "All-Time Winningest High School Soccer Coach" with well over 600 wins. She has earned 26 All-District "Coach of the Year" awards, 8 All-City "Coach of the Year" Awards, as well as, the 1996 Boys All-State "Coach of the Year" and the 2010 Girls All-State "Coach of the Year." Shelley holds an NSCAA Premier Coaching License and is a Certified CPR, First Aid and Ropes Course Instructor. Shelley has been in the speaking and team-building arena for the past 14 years, motivationally speaking on various topics, leading corporations, sports teams and youth events all over the country. Shelley is also a published author and serves on

various community forums and committees. She also oversees the Management Group responsible for running all Shreveport City Pools and designed a grant to teach over 7,500 people how to swim for free since 2011. As a result, Shelley had the opportunity to be a key role player in a New York City based documentary, focusing on a national issue of Americans who fear the water. Shelley is most passionate about impacting lives and helping people understand the depths of their own experiences and how those are so able to influence others. She believes that there is greatness in each of us and that if we can be made to see it, that perhaps for the rest of our lives we will be unwilling to settle for anything less.

Other Key Staff Members Include:

Nancy Hester, Administrator & Certified Nurse

College Athletes and Certified Teachers

ALL STAFF MEMBERS ARE BACKGROUND CHECKED AND ARE CERTIFIED IN CPR, FIRST AID, AND AED TRAINING.

ACTIVE KIDS BEFORE/AFTER SCHOOL PROGRAM REGISTRATION PACKET

**Please carefully review all information in the attached packet for details, as information may change from year to year.*

Registration will be available year round. Registration forms will be accepted at 718 Professional Drive N at the Rock Solid office. Forms can be mailed or delivered in person.

The Before/After School program will have available staff on campus to answer questions from 8:00am until 6:00pm on regular school days and 7:00a.m. until 6:00p.m for holiday camps and summer camps. You can contact us by phone at 318-779-1451 or by email at rocksolidathletic@gmail.com.

A complete registration packet includes:

A completed enrollment form for each child

A one-time \$75 Registration fee per child

A tuition statement signed for each child

Balance for the 1st week (\$60/week for After care only--\$75/week for before and after)

Parent Code of Conduct

Student Code of Conduct

Signed Authorization for Transportation (if applicable)



General Information

Rock Solid Active Kids Site Directors and group leaders are trained in administering medication, First Aid/CPR and AED training. All staff are trained in procedures for handling various medical and discipline incidents that may occur and monthly drills are conducted in fire, tornado and lock downs. Parents with students who have medications must complete an "Authorization for Dispensing Medication Form" prior to the child attending the program. Medication forms may be obtained from Rock Solid Active Kids staff. Rock Solid has a full-time health professional on staff.

Students may not bring personal games, cd players, toys, etc. to Rock Solid Active Kids, as staff cannot be responsible for lost or stolen items. Students will have a designated place to keep belongings, but will not be able to keep belongings locked. In the event a personal item becomes a distraction, it may be taken from the child and given directly to the parent at a later time.

Day-Camps will be offered at Rock Solid Active Kids during teacher in-service days, as well as spring break, and specific days over winter break. Information will be provided through Rock Solid Active Kids at least two weeks prior to the break or by viewing the Rock Solid website at www.rocksolidsports.com. **A separate, daily fee will be charged per child for this extra service. Sign-up for day camps is separate from regular registration.**

Student Attendance/Reporting Absences

If your child will not be attending Rock Solid Active Kids because of a scheduled appointment, illness, vacation or other planned absence, please notify Rock Solid Active Kids staff in advance. Absences without prior notification may cause unnecessary concern and searching for a child, as well as, a \$10 non-notification fee as our bus route runs on a tight schedule. If a child does not arrive at the program as intended, Rock Solid Active Kids staff will utilize the following procedures: 1) check with school office staff for absence 2) contact the parent using the numbers listed on the enrollment form 3) contact emergency numbers listed on the enrollment form 4) contact the local police department if the child is deemed "missing" from Rock Solid Active Kids.

Communication

Rock Solid Active Kids has provided parents with a code of conduct in order to outline policies and procedures. This attachment to the enrollment form provides the parent with an overview. Parents who enroll their children in Rock Solid Active Kids are held responsible for the information provided in the code of conduct. The site will have a phone number (318-779-1451) in order for parents to communicate with the staff. Parents may pick up members at any time once the program starts, using the front entrance of Rock Solid. All persons picking up members may be asked to provide a picture identification.

Rock Solid Reports are short notes provided to parents at pickup as needed for communicating positive/negative information to parents. Rock Solid Active Kids believes parent communication is of utmost importance in the development of children, and staff will do their best to notify parents of accomplishments as well as concerns. Parents are encouraged to talk with program staff if questions arise. Safety is a major priority at Rock Solid Active kids, although we recognize that at times students will get minor scrapes, bruises, etc.

Rock Solid Reports will also be used for staff to communicate should an incident occur. These are short reports in which the incident is documented, along with how it was handled and the care your child received. All staff are trained in first-aid care. Rock Solid Active Kids staff are trained in positive strategies for preventing and managing inappropriate behavior. Should a concern arise regarding a member's behavior/needs, parents will be contacted to discuss/review the situation. Staff will utilize a variety of appropriate interventions to address behaviors. If inappropriate behavior should continue, or if a student's behavior becomes unsafe for him/her self or others, he/she may be suspended temporarily or permanently from membership.

Rock Solid Active Kids welcomes your feedback and input.

Frequently Asked Questions

Q. Where is Rock Solid Before and After School Program located?

A. Rock Solid Before/After School Program is located at 718 Professional Drive N (the old Acrosports building)

Q. How many participants will be accepted into the program?

A. There will be 70 spots on our bus route and another 40 spots for children to be dropped off.

Q. How will my child be transported?

A. Rock Solid has a school bus, as well as, a certified bus driver to pickup and drop off students at their prospective campuses. At a school, where there is a small number of participants, a staff member will do the carpool run.

Q. What does a typical afternoon at Rock Solid entail?

A. 7:00am-7:30am – Arrive at Rock Solid for bussing to schools.

2:45-3:30pm – Arrive at Rock Solid and have a snack, 3:30 until complete to parent's standards - Homework, 3:30-4:15 1st Sport/Activity, 4:15-5:00 2nd Sport/Activity, 5:00-5:45 3rd Sport/Activity, 5:45-6:00 Depart

Q. What is the cost of Rock Solid Before/After School Program?

A. \$60/week for After School Care only; \$75/week for Before and After School Care

Q. Will Rock Solid be open during holidays?

A. Yes, there will be holiday camps during spring break, Christmas break, Thanksgiving break and teacher in-service.

Q. What is the cost for holiday camps?

A. The cost will be \$25/day if you are registered in our camp or before/after school program, \$30/day if you are not. Parents will need to provide a sack lunch during holiday camps.

Q. What is the ratio of staffers to students?

A. Rock Solid believes in maintaining a safe, secure and life impacting environment, therefore, our Before/After School Program runs on a 8 to 1 student to staff ratio.

All questions and concerns regarding Rock Solid should be addressed with the Site Director at the program, or feel free to call the main office at 318-779-1451.



Rock Solid Athletic Club
718 Professional Drive N ~ Shreveport, LA 71105
318-779-1451
www.rocksolidsports.com
rocksolidathletic@gmail.com

Parent's Code of Conduct

I hereby pledge to provide positive support, care, and encouragement for my child participating in Rock Solid Active Kids Before/After School Program by following this Parents' Code of Conduct.

I will insure that, if in the event, I have a concern or comment that I will immediately contact the Rock Solid staff to discuss.

I will insist that my child follow all guidelines and rules for students.

I will support staff working with my child in order to encourage a positive and enjoyable experience for all.

I will follow the Rock Solid administration guidelines in order to insure that all fees are paid by their due date and all pickup times are met.

I will ask my child to treat other students with respect regardless of race, sex, creed or ability.

I will notify Rock Solid each day that my child will be absent from the program.

I have read and understand the Parent's Code Of Ethics

PARENTS SIGNATURE



Student's Code of Conduct

I hereby pledge to be respectful to all staff and other students while participating in Rock Solid Before/After School Program by following this Student's Code of Conduct.

I will insure that, if in the event, I have a concern relating to a staff member or another student that I will immediately inform the Rock Solid staff.

I will abide by the following rules:

1. I will not bring any toys or portable electronics to Rock Solid.
2. I will respect other people's property, as well as the Rock Solid property.
3. I must remain in the presence of a staff member at all times.
4. I will not use foul or abusive language.
5. I will refrain from fighting or putting my hands on someone else's body.
6. I will keep my shoes on at all times unless participating in a water activity.
7. I will be sure to use all water breaks to stay hydrated.
8. I will work diligently to insure that my academics are completed before engaging in sport's activities.
9. I will treat other students with respect regardless of race, sex, creed or ability.

I have read and understand the Student's Code Of Ethics

Student's Signature

In the event of an emergency, such as chemical spill, gas leak, or other extreme emergency, Rock Solid has Permission to transport my child to a "safer" location.

****Please initial:** _____

SCHOOL INFORMATION:

School Child Attends: _____
Address: _____
Grade: _____
Teacher: _____
Time School Ends: _____

TRANSPORTATION: Please check

I hereby () give () do not give my child permission to be transported and supervised by facility's staff:
() on field trips
() to and from school
() to and from medical emergency

My child has permission to be released to the care of his/her sibling(s) under 18 years old. _____ DATE: _____

SIGNATURE – PARENT OR LEGAL GUARDIAN

ROCK SOLID HEALTH INFORMATION

The following information you are being asked to furnish on this form will assist us in evaluating Rock Solid's ability to meet your child's needs within the scope of the offered services. **All blanks must be completed. If a question does not pertain to your child, please fill in N/A.**

In the event that I cannot be reached to make arrangements for emergency medical attention, I authorize the facility director to take my child to the nearest emergency clinic, call the doctor listed below, and/or call for an ambulance.

DOCTOR'S NAME: _____ DOCTOR'S PHONE #: _____

DOCTOR'S ADDRESS: _____

OR TO

HOSPITAL'S NAME: _____ HOSPITAL'S PHONE # _____

HOSPITAL'S ADDRESS: _____

I GIVE CONSENT for necessary emergency treatment when my child is in the care of this physician and/or hospital. All of the above information is accurate and complete.

Signature – Parent/Legal Guardian _____ Date _____

ALLERGIES: _____
SYMPTOMS: _____
RESTRICTIONS: _____
REQUIREMENTS: _____
CONSIDERATIONS: _____

TREATMENT

Please list current medications prescribed for long-term continuous use:

MEDICATION NAME: _____

DOSAGE: _____ FREQUENCY: _____

OTHER INSTRUCTIONS FOR MEDICATION: _____

Given Rock Solid's group-oriented child care operating structure as described above, will your child require any special accommodations to participate in the program, and if so, what accommodations will be required?

IMMUNIZATION STATEMENT:

I certify that current immunization records, current tuberculosis test records, and current vision/hearing records are on file at the school my child attends. *** **Please initial:**__

WATER ACTIVITIES:

I hereby () give () do not give my consent for my child to participate in the following water activities:

() splashing pools () wading pools () swimming pools () other water activity provided at the facility

PICTURES: I hereby () give () do not give permission to have my child appear in any media coverage approved by Rock Solid, such as photos for activities, Rock Solid promotion, newsletters, Rock Solid website info. *** **Parent/Legal Guardian**

Signature:_____ **Date:**_____



2015-2016 Tuition Registration

_____ (initial) I recognize that Rock Solid tuition is due at the start of each week. If choosing the pay monthly option, tuition must be paid on the 1st of the month. If weekly tuition is not paid by Monday of the following week, payment will be considered late and a \$15 charge will be assessed for the first late day and a \$5 charge will be assessed for each following day.

_____ (initial) I recognize that tuition is calculated based on a weekly rate regardless of the number of days that my child participates in the program for that week.

_____ (initial) I recognize that all weeks will be charged at the same rate, with the exception of holiday/intersession (Shreve Island) weeks.

_____ (initial) In the event tuition becomes over one week late and I do not contact the main office for a payment plan, my child(ren) will be dropped from the program.

_____ (initial) I realize that if I drop my child during the year from Rock Solid Before/After School program and then need to re-enroll, a re-enrollment fee of \$75 will be charged to accommodate the addition of staff.

_____ (initial) I recognize that Rock Solid requires a **two-week advance written notice** in the event my child is dropping the program. The notice must be given to the Site Manager or mailed to 718 Professional Drive N., Shreveport, LA 71105. If notice is given after a child has dropped, full tuition will be charged for the two weeks.

_____ (initial) I recognize that my child(ren) must be picked up by 6:00pm each day. At 6:01pm, I will be considered late and a late charge of \$5.00/minute will be assessed and due the next business day to compensate over time pay for Rock Solid staff. If payment is not made, my child(ren) may be dropped from the program immediately.

_____ (initial) I recognize that I will be held responsible for all tuition at Rock Solid. In the event there is a court order for another parent to pay Rock Solid tuition, this parent/guardian must come and re-register the child and sign a parent Code of Conduct. In the event this does not happen, I am fully responsible for all payments.

Child's Name _____

Parent's Name _____

Parent Signature: _____ Date: _____