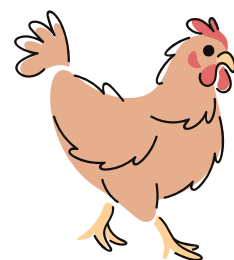
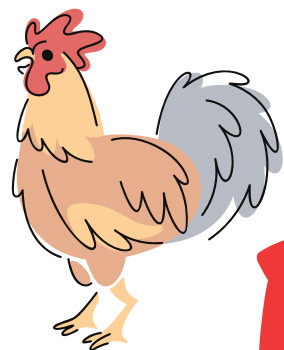




**SOULE HOMESTEAD EDUCATION CENTER**  
501(C)(3) REGISTERED NONPROFIT

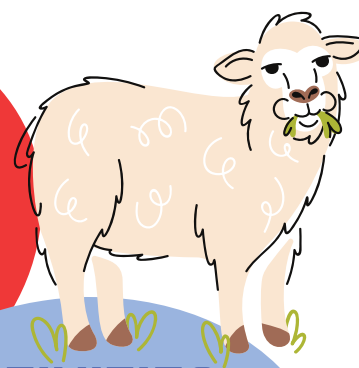
**AGES  
3-6**



# **FARM BUDDIES PROGRAM HANDBOOK**

**FUN ON THE FARM  
6 WEEK PROGRAM  
WEDNESDAYS STARTING 9/30**

**9:00 TO 12:00PM**



**ACTIVITIES:**  
FARM ANIMALS  
HIKING  
CRAFTS  
CHILDREN'S  
GARDEN  
MUD KITCHEN  
AND MORE!

**46 SOULE STREET • MIDDLEBOROUGH  
MORE INFO: [WWW.SOULEHOMESTEAD.ORG](http://WWW.SOULEHOMESTEAD.ORG)**



# Welcome Letter

The Soule Homestead Education Center works to connect children to the wonders of nature by creating an atmosphere that is nurturing, safe and fun. Our Farm Buddies program is the perfect opportunity to get your children outside and create positive bonds with the great outdoors. While this program is explorative, it will also teach your young one crucial information about different animals, plants, and cycles. Signing up your child for Farm Buddies is a great way to support our mission and our nonprofit.

**We can't wait to see you at Soule!**

**Program Director and Education Coordinator:** Isra Siddiq

**Contact:** [educator@soulehomestead.org](mailto:educator@soulehomestead.org)

**Soule Contact:** 508.947.6744 (Soule Office Phone)

You may also contact us via email. We do not always check email over the weekend so please keep this in mind when reaching out.

**During the week will occasionally send out reminders. Please check the email account you registered frequently.**

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Soule Homestead Education Center is a registered 501(c)(3) we truly appreciate your support of our organization.

If you are not yet a member, consider becoming one today. Memberships help to support the preservation and operation of our historic property AND give members discounts on almost everything throughout the year.

\*In order to qualify for children's programs or camp discounts you must have a family membership.



## Getting Farm Buddies Ready

We need a few things from you to ensure your camper is Farm Buddies ready:

1. We require that all program payments, the 4 SHEC Program Forms, and your child's most recent physical with physical activity approval, and immunizations be turned in by September 23rd. Their physical must be from within the last 18 months and must include a statement from the doctor that list any allergies AND if your child can participate in camps/physical activity. If any of these are a problem please contact [educator@soulehomestead.org](mailto:educator@soulehomestead.org) asap. (Sending forms at the time of registration is encouraged.)
2. Please go over the rules and what to expect with your child. Also make sure your child understands what is expected of them and what rules we set in place.
3. Pack their bags referencing the program packing list. Children who are not dressed accordingly cannot participate in program activities and we never want a child to miss out.
4. This program requires children to be potty trained and comfortable in the bathroom before starting our program.

Please reach out either via email at [educator@soulehomestead.org](mailto:educator@soulehomestead.org) or via phone at (508) 947-6744 for any questions or concerns, we'd love to help!

## Child Illness Policy

We need your help to ensure that program is a healthy and safe environment. If your child is presenting or is sent home with a fever of 100.4 or higher, vomiting, and/or diarrhea, the child must refrain from attending programs for a minimum of 24 hours, must be symptom free, and have been 24hrs. free from any fever reducing medications in order to return to our programs. If your child becomes ill during programming we will assess their wellbeing and call you to pick them up if we feel it's necessary.

## Payment & Refund Policy

SHEC has a registration fee of 50% of program tuition per week per child. This fee is non-refundable. Program payments must be paid in full no later than September 23<sup>rd</sup> or upon registration thereafter. Payments must be paid in full prior to your child attending the program.

No refunds will be issued after enrollment.

## Staffing And Volunteering

In accordance with regulation 105 CMR 430, Soule Homestead's Day programs will maintain a staff to child ratio of the following amounts:

- 1 Educator per 5 campers under age 7

We also ask that each registering family commit to attending 1 class as a parent/caregiver volunteer.



## Pick Up & Drop Off Procedures

**Drop off** is between 8:50am and 9am. Use the driveway in front of the barn and drive between the building & pavilion to find parking. **Programming starts at 9am sharp. We need this time to go over rules and schedule for the day.** You will be asked to sign your child in AND out of program each day.

- Please have your child go to the restroom before you leave your house or once you arrive.
- **Please call the office if you anticipate arriving late.** We try to fill the day with learning moments and try to leave to explore after our morning meeting. If your child arrives late staff might not be in the classroom to meet your child.

Drop offs can be tough sometimes! We at Soule Homestead understand and are willing to comfort any sad or nervous kids. But we recommend dropping off with a quick goodbye and leaving as soon as possible. To allow your child to immersion themselves in the environment. The day's schedule will also always be posted in the classroom.

**Pick up** is promptly at the end of your child's program. The pick-up person must be listed on your child's pick-up registration form in their SHEC camp forms. Anyone we do not recognize we will ask for a photo ID. We will not send your child home with anyone not on your pre-approved list.

**Late Pick Ups** are not permitted due to staffing constraints.

- If you will be late, call the office ASAP. Your first time late pick ups will receive a 10 minute grace window. After your first late pickup any following late pick ups will be subject to a late fee of \$20 per 15 minutes. Inability to consistently pick up your child on time can result in termination of care. We will charge your card on file.

## Program Packing List

- **Weather appropriate** & comfortable clothes that you don't mind getting dirty.
- **Layers:** Dress in layered outfits, children can take of layers when needed.
- **Closed-toe shoes** - ideally hiking boots or rainboots (with TALL socks). We recommend 2 pairs in case one gets wet & extra socks.
- An **ENTIRE** extra change of clothes (underwear and socks too!)
- **Hat**
- **Snacks** - no glass. **Budding Farmers need snacks in a separate container from lunch.**
  - We do not refrigerate snacks. Please pack your child's snack accordingly. If we need snacks to be nut free we will email a reminder to all campers the week before our program day. We want to keep every child safe.



# Program Packing List

- Refillable Water Bottle
- Bug Spray, Sunscreen, & Hand Sanitizer - apply the first 2 before drop off & bring to re-apply.
- Any medicine/medical equipment your child needs (a medical form from their physician regarding the dosing orders is required when all paperwork is due).
- All toys must stay at home. Also please leave phones or other electronic devices at home.
- A curious attitude

## Soule Day Program Rules

These rules help our staff ensure that every child is safe.

- Stay with the group and staff at all times. We are a working farm, so tractors and trucks often pass through!
- No climbing on gates, fences, or farm machinery.
- Close-toed shoes are required all day.
- No entering animal enclosures without a staff member, and absolutely no yelling or running after wild animals or livestock.
- We treat all living things (plants, animals, and people) with kindness and respect.
- Listen carefully to your educators (especially when meeting new animals). Your fun and safety are the top priorities of our counselors!
- Absolutely NO bullying or putting hands on fellow program friends, *even between siblings!*
- This program requires children to be potty trained and comfortable in the bathroom before starting our program.

## Managing Behaviors

We want every camper to succeed at Soule. At the start of your child's program we will go over rules and expectations during morning meetings. We want to empower children to be kind to each other, the land, and animals at Soule.

- Repetitive violation of these rules after a verbal warning from the educator will result in a time-out and take time away from fun activities. If these behaviors continue after a quiet time-out, the child will be removed from the program and brought to the Homestead office. A parent will be immediately notified to come pick up their child for the day.<sup>5</sup> Returning to the program will be at the discretion of the Program Director.

# Managing Behaviors

- If any bullying occurs, the child will automatically be removed from programming, brought to the office and the parent will be required to come pick up the child. Their return to programming the next day will be at the discretion of the Program Director/Education Coordinator/Executive Director.
- Soule Homestead Education Center reserves the right to remove a child from programming for any reason, including but not limited to, the safety of other children, staff and the Homestead property/residents. If a child is removed from programming and not permitted to return, no refund will be issued.

It is the responsibility of the parent to go over the program rules and packing list to make sure campers are prepared to start their adventure at Soule.

## Rain Days & Extreme Weather

We try to spend as much time outside as possible during our programming at Soule Homestead. This means we need your child to be appropriately dressed for the weather.

**Rain:** A raincoat, rain boot, or a poncho - be sure to check their change of clothes for any necessary replacements throughout the week.

**Heat:** We do our best to go out first thing to avoid the heat. Please dress your child in loose comfortable clothes so they can enjoy their time outside.

**Cold:** Layers are your camper's best friend. Layers can be taken off if they get too hot, but we cannot help your child if they're too cold. A warm hat, scarf, and gloves are strongly encouraged.

## Program Certification

### Criminal Background Check Policy

In addition to the background check requirements, all day program **employees** and **volunteers** are subject to SHEC criminal background check policy (a copy of which is attached). The SHEC criminal background check policy requires all staff and volunteers to self-report any felony conviction and to undergo a criminal offender record information ("CORI") review by the Massachusetts Criminal History Systems Board, and a sex offender record information ("SORI") review by the Massachusetts Sex Offender Registry Board. For additional information please see our criminal background check policy. Out of state or international background checks are done in the region in which the person is from.



# Frequently Asked Questions

## What does “Progam Certification” mean?

Soule complies with the regulations of the Massachusetts Department of Public Health (105 CMR 430) and is licensed by the Town of Middleboro’s Board of Health. We work with the Middleboro Health Department to ensure that we are meeting the Massachusetts standards to run a day-program.

## What paperwork do I fill out?

All paperwork (a 4 page SHEC Form), vaccine records, AND your child’s most recent physical (in the last 18 months) are required to be submitted to SHEC before September 23rd.

## How do I get you the paperwork?

Paperwork can be mailed (well before ) OR scanned and emailed. We require that you scan (no photos please) all documents so that we can get the clearest copy available – this is important to us, especially in an emergency. Forms emailed as photos (even pdfs that are photos) will incur a \$9 fee per page, charged with the card on file. It takes us time and money to have to convert these files and we need your help to expedite the process for our staff.

Any files emailed to us need to be titled: YOUR CHILD’S NAME – Forms or YOUR CHILD’S NAME – Physical to help us expedite the paperwork process.

- If you have an iPhone here are some directions on how to scan documents with the integrated Notes App. <https://support.apple.com/en-us/108963>
- We also recommend the free app Genius Scan. It’s quick and easy to use and can email documents to us directly.

## What happens if I don’t get my paperwork in on time?

Paperwork not in and completed in its entirety by September 23rd will result in a cancellation of your child’s program. We do not ever want to cancel anyone’s session, but we must have the important information your paperwork provides.



# Soule Homestead Merchandise



\$20 - Adult shirts - S - 3XL



\$15 - Kid shirts - XS -XL



\$25 Embroidered Baseball Cap



\$26 Embroidered Winter Hat



\$8 Vintage Mug



\$4 Soule Patch



\$15/ 2 for \$25 - Soule Honey



Gift Cards

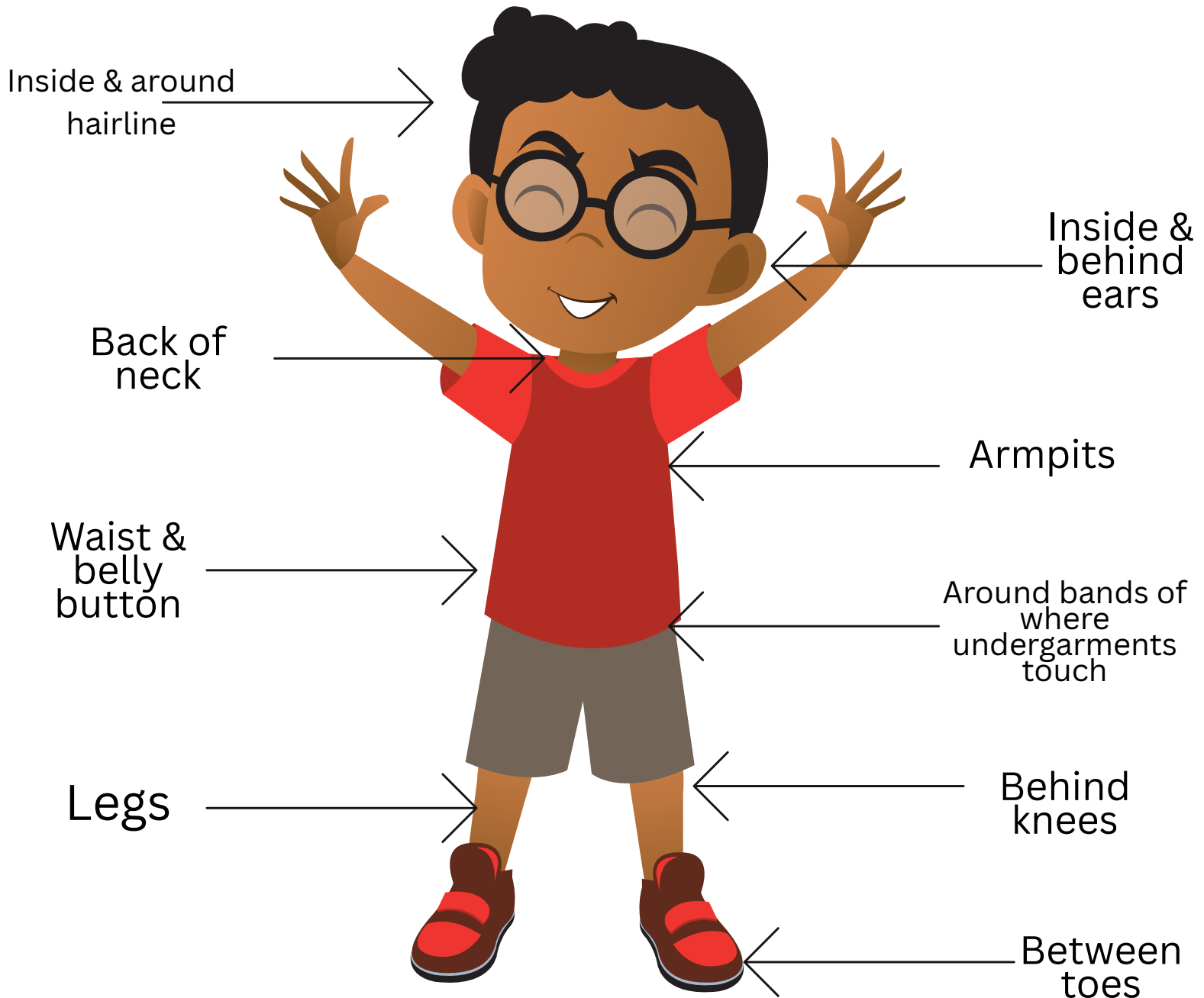


All funds from Soule merchandise helps to support the preservation and operation of the historic Soule Homestead Education Center.



# Where to check for ticks!

**Tick checks are one of the ways you can prevent Lyme disease and other infections spread by ticks.  
Check your entire body, especially:**



**Ticks come in all sizes.**

**If you find a tick, remove it immediately to help reduce risk of infection.**



More info about Tick Borne Illnesses can be found at [Mass.gov](https://www.mass.gov)



## Meningococemia FAQs

Information gathered from the “Massachusetts Public Health Fact Sheet”

“Meningococcal meningitis: Signs and symptoms of meningitis include sudden onset of high fever, stiff neck, headache, nausea, vomiting, sensitivity to light and/or mental confusion. Changes in behavior such as confusion, sleepiness, and being hard to wake up are important symptoms of this illness. A rash may be present, often involving the hands and feet.

**Where can I get more information?**

- Your healthcare provider, the Massachusetts Department of Public Health, Division of Epidemiology and Immunization at (617) 983-6800 or on the [MDPH website](#), or Your local health department (listed in the phone book under government)”



More info about meningococcal disease can be found at [Mass.gov](#)

## Lyme Disease FAQs

Information gathered from the “Massachusetts Public Health Fact Sheet”

**“What is Lyme disease & how is it spread?** Lyme disease is caused by bacteria (germs) that are spread by tiny, infected black-legged (deer) ticks. Both people and animals can have Lyme disease. Lyme disease is spread by the bite of an infected black-legged tick (AKA Deer Tick). The tick usually must be attached to a person for at least 24 hours before it can spread the germ. Black-legged ticks in Massachusetts can also carry the germs that cause babesiosis and human granulocytic anaplasmosis. These ticks are capable of spreading more than one type of germ in a single bite. **How soon do symptoms of Lyme disease appear after a tick bite?** Symptoms of early Lyme disease, described below, usually begin to appear from 3 to 30 days after being bitten by an infected tick. If untreated, symptoms of late Lyme disease may occur from weeks to years after the initial infection.

**What can I do to lower my chances of getting Lyme disease, or any other disease, from ticks? Prevention begins with you!**

**Take steps to reduce your chances of being bitten by any tick.**

- Use a repellent with DEET (the chemical N-N-diethyl-meta-toluamide) or permethrin according to the instructions given on the product label. DEET products should not be used on infants under two months of age and should be used in concentrations of 30% or less on older children. Permethrin products are intended for use on items such as clothing, shoes, bed nets and camping gear, and should not be applied to skin. Other repellents, such as picaridin, oil of lemon eucalyptus and IR 3535, have also been found to provide protection against ticks.
- **More information on choosing a repellent and how to use repellents safely is included in the [MDPH Tick Repellents fact sheet](#). Contact the MDPH at (617) 983-6800 for a hard copy.”**

More info about Lyme Disease can be found at [Mass.gov](#)



## EEE (Eastern Equine Encephalitis) FAQs

Information gathered from the “Massachusetts Public Health Fact Sheet”

“Eastern equine encephalitis (EEE) is a mosquito borne illness that pops up every few years. Plymouth County happens to be a major hot spot for outbreaks in Massachusetts. The BEST way to prevent infection is to wear proper bug spray and thoroughly. The first symptoms of EEE are fever (often 103° to 106°F), stiff neck, headache, and lack of energy. These symptoms show up three to ten days after a bite from an infected mosquito. Inflammation and swelling of the brain, called encephalitis, is the most dangerous and frequent serious complication. The disease gets worse quickly and some patients may go into a coma within a week.

**Where can I get more information?**

- Your doctor, nurse, or health care clinic, or your local board of health (listed in the telephone directory under local government).
- The Massachusetts Department of Public Health (MDPH), Division of Epidemiology at (617) 983-6800 or on the MDPH Arbovirus website ([www.mass.gov/dph/mosquito](http://www.mass.gov/dph/mosquito)).
- You may also contact the SRMCB within the Massachusetts Department of Agricultural Resources at 617-626-1777 or your local board of health.”

More info about EEE can be found at [Mass.gov](#)

