2027 Summer Program Handbook

Welcome to Summer 2027 at Natick Community Organic Farm!

Whether it's your first summer here or your fifteenth, thank you for choosing NCOF for summer programs.

We strive to create a safe, inclusive, and fun learning environment where children and young adults can learn and grow through hands-on experiences at our working farm.

This handbook includes important information including packing lists, policies and initial logistics notes.

There are a few key things we ask you to do right now:

1. **Add communityprograms@natickfarm.org to your email inbox.** Email is the primary way we communicate with you, and adding our address to your contact list helps make sure our emails are delivered.

2. **Make note of our refund and transfer policies** (page 4).

3. **Double-check your selected program's dates and times.** These can be found on your receipt and in your Sawyer dashboard.

4. **Make note our holidays,** when there are no programs:
    a. Juneteenth (observed): Friday, June 18
    b. Independence Day (observed): Monday, July 5

5. If your child requires an Epi-Pen or other medication, please complete our allergy form (page 12) and either 1) upload it during your online registration or 2) email it to us.

If you have any questions or concerns that are not answered in this handbook, please feel free to contact us: communityprograms@natickfarm.org or 508.655.2204 option 1.

We'll see you on the Farm!

Kirstie Beaton
Assistant Director

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Introduction and Expectations

We strive to offer hands-on learning experiences to all of our students that connect them to nature and to each other.

You can count on us to provide:

- A high-quality, hands-on learning program
- A community where every student feels cared for and included
- Knowledgeable staff committed to each student's safety, learning and development

To deliver on this, we count on all families and students to:

- Be informed of, and cooperate with our program policies
- Be prepared for the farm each day with proper gear, snacks and a water bottle
- Care for our community by keeping over-tired, overheated or ill children home
- Engage with the farm staff to address behavior concerns

Diversity, Inclusion and Belonging

The Natick Community Organic Farm aims to create an inclusive and caring environment where every person on campus feels welcome, respected and included.

Staff are trained on a variety of diversity and inclusion topics, including how to facilitate inclusive groups in developmentally-appropriate ways. Students and staff have the opportunity to introduce themselves using their names, pronouns, and other information that makes up who they are, e.g. hobbies and interests, background, family life.

We expect that all students, families and staff respect the identities of all they meet at the farm.

Summer Programs Open House

Please join us for our summer programs open house on Friday, June 4 from 4:30-6:00 pm! The open house is a great opportunity to meet farm staff, tour the farm, get an idea of what an average day will be like, and potentially meet other students. We look forward to seeing you there!

New for 2027 - Summer Lunch Bunch

NCOF is now offering a lunch option to families who wish to bridge the gap between morning and afternoon programs! This program is open to all ages. Students must be registered for either a morning or afternoon weekly session, or both, during summer program season to register for the Lunch Bunch program. *Please note that morning, afternoon and lunch programs must be booked separately.*

Summer Lunch Bunch will be offered Mondays-Thursdays each week (exception week of July 4 - all programs will run Tues-Fri) from 12:00-1:00 PM. Students will bring their own bagged lunch.

Refrigeration cannot be provided for student lunches. Summer educator staff will supervise students during the lunch hour and ensure that students registered for the afternoon arrive at their designated meeting spots for the start of afternoon programs at 1:00 PM.

Behavior Guidelines

We invite our students to be happy, curious, engaged, and respectful when visiting the farm. NCOF is a working farm and we want you to be part of the process. Appropriate behavior is always expected. We will consistently review and model for students what appropriate behavior is. We ask that all students and visitors help us care for the farm and animals by respecting the:

Animals	**Farm and Environment**	**Group**
● Quiet voices ● Walking feet ● Gentle hands ● Respect the animals' home	● Move carefully around plants and fields ● Clean up your space at the end of an activity ● Respect the farmers' work and tools	● Listen to teachers and peers ● Follow teacher instructions ● Show kindness towards others ● Share with others ● Respect others' identities and backgrounds

Unacceptable and/or unsafe behavior can put your child, other children, instructors and/or animals at risk. Behavior will be addressed by the education staff and escalated to the Assistant Director as needed. Staff will support children struggling to follow these guidelines with steps such as 1:1 conversations, quieting activities, and/or a conversation with the Assistant Director.

If a child needs to be removed from a situation, they may be asked to help with 'teacher work'. Teacher work is not a punishment, but a way to help the child redirect their energy in a productive way. We do not use time outs in our programs.

Unacceptable behaviors include cruelty to the animals, violence towards others, gross disrespect, bullying, swearing and foul language, blatant disregard towards educators, and willful destruction of crops, structures, or produce.

At the first instance of unacceptable behavior, NCOF staff will discuss it with the child's caregiver. The second instance will result in the child being sent home for the day. If there is a third instance, the child will be unenrolled from subsequent programming this summer.

Note: Both the Farm team and families may schedule a meeting at any time to discuss a student's behavior. If you want to speak about anything relating to your child, please be in touch with us!

No refunds will be issued if a child is asked to leave a program due to unacceptable behavior.

Note that these steps are a guideline. If the first instance of inappropriate behavior is severe, we may escalate first steps as needed.

Meeting Students' Needs

Please contact us as early as possible to discuss your child's specific needs, any questions you may have, and to find out if our program is a mutual fit for your student, your family, and the farm. Be in touch with Kirstie Beaton, Assistant Director: communityprograms@natickfarm.org or 508 655 2204 option 1.
We welcome students of all abilities and backgrounds and do our best to accommodate all of the needs that we reasonably can in our outdoor, group setting. We count on families to help us to do so by informing us of any and all special considerations prior to your child's first day of programs. This includes information on accessibility considerations, behavioral, psychological, or emotional conditions or other needs. Information on Individualized Education Plans (IEP) or Behavior Plans used with your child at school are helpful, too. The information you provide will be shared only with the staff who have direct contact with your child.

We are generally not able to offer 1:1 support to students. If your child already has, or you believe they would benefit from a 1:1 aide, please contact us to discuss your child's specific case. Aides must undergo the same background checks as farm educators. Parents/caregivers are generally not permitted to attend as their child's aide. If we determine that an aide is needed for your child to participate in farm programs, we will contact you.

Farm Educator Training

Summer educators complete CORI and SORI checks and on-farm training prior to their first day. This training includes CPR/First Aid (including EpiPen), COVID protocols, creating inclusive groups, hazard and weather awareness, and other health, safety, and child guidance training.

Key Policies

Refunds

- Families must submit a refund request in writing to communityprograms@natickfarm.org.
- We issue refunds on the following schedule:
    - Prior to April 1: full refund less $35 fee per child, per week
    - Between April 1 and April 30: full refund less $50 fee per child, per week
    - **After May 1, we do not issue refunds.** We will do our best to offer a transfer to an available session/week (see our transfer policy below).

- If we need to cancel a session for any reason (e.g. low enrollment) you will have the option of a free transfer or full refund.
- We do not issue refunds or makeups for child absence or illness, or if a child is asked to leave the program. We also do not issue refunds for unexpected, extra-ordinary cancellations (e.g. hurricane, declared weather emergency, public safety issues prompting closure.)

Transfers/Changes

- Families must submit a transfer request in writing to communityprograms@natickfarm.org.

- Session changes/transfers may be accommodated on a space-available basis at the discretion of the Assistant Director. The more notice you give us, the more likely it is we can accommodate your request.

Bathroom Policy/Potty Training

- **To attend our programs, children must be fully potty-trained both at and away from home and require no assistance in toileting.** This means the child can:
    - Communicate to a teacher that they need to use the bathroom.
    - Remove and put clothing back on, as needed, for toileting.
    - Wipe their bottoms after toileting without assistance. **Educators cannot assist children with wiping.**
    - Change their clothes after an accident, should one occur.
    - Wash their hands after toileting, with assistance if needed.
- We offer regular potty breaks to groups with young children- we know some kids find it hard to step away from the fun to use the bathroom!
- To ensure the health and safety of all children and our staff, children who are having regular accidents may be asked to stay home the rest of the week and try again later in the summer, or next season, once they've had more practice with toileting away from home. In these cases, we will address transfers or refunds on a case-by-case basis.

Scholarships

Full and partial scholarships are available. Please review NCOF's scholarship policy and application here. Clients of the Natick Service Council may also consult their Case Manager for an NSC-specific application. All applications are reviewed confidentially and in the order in which they are received. Please contact the Assistant Director via communityprograms@natickfarm.org for more information.

Payments

Payment in full is due at the time of registration. To view our 2027 summer fees, please click here.

Buddy Requests

We honor buddy requests when possible. Please indicate on your registration form or email communityprograms@natickfarm.org if you would like your child to be placed with a friend of the same age and in the same program. Both families must make the buddy request.

Staffing Ratios

- Programs for children 9 and under have at least a 1:6 teacher : student ratio.
- Programs for children 10 and up have at least a 1:7 teacher : student ratio.

What will my student be doing at the farm

Summer programs are available for ages 3-15, and we offer a wide range of activities depending on the age group and chosen program. Please review the Program Objectives and Activities chart below to learn more about what your child will be doing and learning about for each program and age group.

Program Objectives and Activities

	Instructor's Objective(s)	Kids leave the program understanding…	Sample Activities
Ages 3-5 **Summer Sprouts** **Sunflowers** **Budding Farmers** **Forest Explorers** **Woodland Wanderers (ages 4-7)**	Connect children to nature, esp. the livestock, veggies and other animals on the farm (e.g. insects, wildlife)	• Free Play • Characteristics of farm animals • Basic needs of farm animals (hay, grain, veggies, water, shelter) • How to treat farm animals • The connections between animals, plants, and food (e.g. chickens give us eggs, all animals need variety in their diets to stay healthy) • *Maybe*- simple cooking, simple harvesting (e.g. tomatoes, herbs)	• Chores (livestock, wonder garden, toddler garden) • Games • Stories • Songs • Crafts • Observation • Nature hikes • Stream visits
Ages 6-7 **Young Farmers**	Build understanding of all of the interrelationships between people, plants, nature, livestock	• Concepts of food chain • Life cycles (energy cycle, water cycle, composting) • Interrelation between farm, nature and civilization.	• Chores • Crafts • Games • Nature walks • Gardening • Composting • Observation
Ages 8-11 **Growing Farmers** **Jr. Working Farmers**	Help children develop confidence *and* competence on the farm- becoming animal experts, learning appropriate harvesting techniques, maybe using tools for the first time. Support teamwork and can-do attitude, where the team is coming up with solutions (rather than teacher). Connect young adults to farming by fostering	• Aspects of organic farming • Harvesting • To preserve food • To turn farm produce into variety of products	• Chores • Gardening • Data collection • Observation • Journal writing • Preserving, cooking etc.

Working Farmers **Ages 12 - 15**	appreciation for food and hard work and labor.	• Stock the market stand and build CSA packages • Be able to complete repairs • Team building • Harvesting and planting • Weeding and field maintenance • Animal Welfare	• Chores • Market stand operation • Farm Tasks • Harvesting • Building

What to pack – gear + snacks

Water & Snacks

- We often sample farm produce. Please alert us to your child's allergies.
- **Please pack snacks that are filling and something your child will happily eat.** Farmers need a lot of energy for the farm! As your child's body is acclimating to the energy demands of our outdoor program, we recommend packing two more snacks than you might otherwise.
- **Pack a water bottle every day.** We encourage the use of reusable water bottles and snack containers, and there are lots of places to refill bottles.
- We request **nut-free snacks,** please due to the prevalence of food allergies. Educators actively discourage food-sharing among the children, whether or not there are nut allergies present.
- We discourage sweetened drinks (juice, soda, teas etc.) and heavily-sweetened snacks (e.g. fruit gummies) as these attract flying insects, which upset many children.

Summer Lunch Bunch: If you are registered for Lunch Bunch, please pack a full hearty lunch in addition to snacks for both morning and afternoon programs. *Please note that food will not be served by the farm and refrigeration cannot be provided for student lunches.*

Packing List

Remember: *"There's no such thing as bad weather, only bad clothes."*

Pack the following for your child every day:

- **Closed Toed, Sturdy Shoes** like hiking boots, rain boots (with socks) or sneakers - no sandals or flip-flops.
- **Clothes** that are comfortable, protect skin from the elements, and can get dirty! We *strongly* recommend long pants for Forest Explorers and Woodland Wanderers, and for Jr. Working and Working Farmers.
- **Reusable Water Bottle**
- **Snacks**
- **Rain jacket**
- **Hat**
- **Sunscreen and bug spray**
- **Sweater or sweatshirt** for cool days.
- **(Optional) Extra boots or water shoes** (Crocs, Natives, Keens) for splashing in the stream only

Spare Clothes

- Spare clothes are encouraged for kids of all ages.
- **A full change of clothes is required for children ages 3 - 9. Please pack a shirt, pants, socks, and underwear in your child's backpack.**

Please put your child's name on everything they bring! Many companies make labels, and Sharpies and waterproof markers work too. We have a fundraising link with Mabel's Labels (the farm receives 20% of your purchase *at no additional cost to you*).

What not to bring - the following must be left at home:

- **Cell phones, smart watches, cameras and other electronics.** If a student has a cell phone for their trip to and from the farm, it must remain OFF and in their bag all day. We reserve the right to temporarily confiscate smart devices and keep them in the Education Office to be returned at the end of a student's session. Budding photographers are welcome to return to the farm on their own time to take photos.
- **Toys from home,** including stuffed animals, sports equipment, collectible/trading cards etc.

The following are strictly prohibited, and, if identified, will be confiscated immediately with a parent/guardian being called:

- Knives or weapons of any kind, including toy weapons
- Matches, lighters, ammunition and any other combustible items
- Tobacco products and alcohol
- Any drug or medication that is not on a student's medical form (legal or illegal)
- Pets or other animals

Outdoor Safety

Weather

- Hot Weather
    - **We count on families to make the best decisions for their child's safety and comfort given the day's forecast and their child's needs.** (Note from staff: I can't think of a time when a family has kept their kid home on a 100+ degree day and later said "I wish I'd just sent them to the farm!" You know your child best. Please choose what is best for them on exceptionally hot days. Children acclimate differently to the hot weather and most are not conditioned to long, hot days outside.)
    - In high heat, staff will remind youth to hydrate, and take frequent group breaks. Staff will also plan lower-activity programming, taking breaks in the shade, and playing in the stream or hose.

- Weather-related cancellations: As a working farm, we do not shut down or stop working due to rain, snow, or cold- our animals and crops need daily care year-round. However, for the children's health and safety, it is possible we may cancel our educational programs if severe weather is forecast (e.g. a tornado or hurricane). In these rare events, we will communicate our plans with you. In the event the Town of Natick ever cancels their camp day due to extreme weather or other extraordinary circumstance, we will do the same, and of course communicate that with families.

Unknown Intruder/Unrecognized Persons

All staff members at NCOF carry cell phones and/or radios (walkie talkies) at all times for communication purposes between staff members, as well as in the event of emergencies. Phone numbers of all NCOF personnel, Assistant Director - Education, and educators will be provided to each other for communication purposes.

In the event that a person or persons who are threatening, unknown, or unwelcome are in the local vicinity of NCOF staff and/or students and the attending adult feels the situation unsafe, the following should be initiated:

If there is immediate and significant perceived threat:

- The supervising adult at the scene should immediately call 911 to initiate a police response, providing the dispatch center with all relevant details, including a description of their location on the farm, as well as the presence of other student groups on site.
- If due to situational events, it is impossible for the staff member to safely contact 911 directly, they should contact the Assistant Director - Education and/or other NCOF staff members via phone or text or radio to alert them of the situation, allowing NPD to be notified immediately. All staff should stay with their students. If safely possible, move students in a group to the farmhouse and immediately close and lock exterior access doors and windows. Keep all students together, seated, and quiet, away from windows and doors. If it's not possible to reach the farmhouse, safely move students to another protected area such as a building, barn, shed, or other area as quickly as possible. When arriving at a safe location, a head count of all students and staff will be conducted.
- If it is safely possible, notify the NCOF Education office about the situation via phone or text or radio. Four long blasts of the air horn will be sounded to alert all groups and staff to shelter in place at the nearest protected location and have their phone available to receive further instructions. Please note that airhorns do expire - expiration dates will be checked at the beginning of each summer and airhorns will be replaced as needed.

If there is no immediate perceived threat:

- In a safe and calm manner, the staff member(s) should immediately move their group away from the unknown individual and toward the farmhouse. If the farmhouse is not possible, they will go to the barn or closest building.
- While walking, the staff member should immediately contact the NCOF Education office, as well as the Assistant Director - Education via phone and/or text or radio and advise them of the individual's location, appearance, and other pertinent situational information. If the situation warrants, the director(s) will then alert the other educational groups to return to the Farmhouse. When arriving, a head count of all students and staff will be conducted. All doors and windows should be shut and locked.
- Local police departments should be contacted as situation warrants.

Health, First Aid, and Allergies

The best thing you can do for both your child's and our community's health is ensuring that your child is thoroughly prepared for the day. This looks like:

✔ **Having had a hearty meal and some water within one hour of arriving at the farm.**

✔ Having the energy and stamina to get through a 3-4 hour day where we are outside *the entire time, no matter the weather.*

✔ Hearty snacks and a water bottle packed.

✔ Gear appropriate for the weather – e.g. good footwear, rain gear for rainy days, sunscreen and sun-protective clothing for hot days.

Sick Children

- **Please keep your child home if they are not feeling well or are overtired.** Our busy program days outside require a lot of energy and teamwork, and that is hard to do when you aren't feeling your best!
- If your child has a fever for any reason, they must be kept home until they have been fever-free for 24 hours without fever-reducing medications.
- Children placed on antibiotics must stay home until they have been on the medication for 24 hours, even if they are not experiencing symptoms.
- **If your child is sick and not coming to programs** on a given day, please email communityprograms@natickfarm.org to let us know.

Illness and treatment while at the Farm:

- Farm staff will carry first aid kits at all times and all treatments will be recorded in a health log.
- Staff will wash scrapes and cuts with soap and water and, if needed, apply a bandage. We provide instant ice packs for bumps and bloody noses. We do not apply any topical medications (e.g. antibiotic or anti-itch creams) or provide any oral medications.
- Children who vomit will need to go home for the day.
- We can supervise mildly ill children for 10-15 minutes in the Farmhouse, but if the illness extends beyond that period, we will call for your child to be picked up.
- We will generally call families to pick-up their young students if the child has been crying consistently for 15 minutes and is not able to be consoled or move their body to stay with the group.
- *Heat-related illness:* We take heat-related illness extremely seriously and focus on prevention. If we have any concerns your child may be experiencing heat-related illness we will begin first aid immediately and call for them to be picked up. **Children with suspected heat illness need to be picked up so they can be supervised and rest at home.**
- In the case of a medical emergency, Natick Emergency Services (911) will be called and parents/guardians will be notified immediately.

Sunscreen & Bug Spray:

Farm staff cannot apply either sunscreen or bug repellent to students , but families are encouraged to send their children to the farm with both sunscreen and insect repellent daily. Students who bring their own can reapply to themselves as needed throughout the day. Neither students nor staff are permitted to share supplies with others. Staff do not apply sunscreen or bug spray to children, but we can talk kids through applying it to themselves.

Poison Ivy:

If your child has been exposed to poison ivy, we will instruct them on washing the affected area with Tecnu (a mineral-oil-based product), which removes the irritating oils of poison ivy. We will advise at pick-up if we think your child has been exposed to poison ivy.

Ticks:

Ticks are everywhere in eastern Massachusetts, including your backyard, soccer fields, and playgrounds. **Please check your child for ticks every day,** especially behind the knees, on sock and underwear lines, underarms and the back of neck along the hairline and up behind the ears. Staff will educate students on identifying ticks and cover the basics of how we can check ourselves for ticks at home. Staff will remove ticks we see crawling on a child's exposed skin, but we do not check children for ticks. If a student presents to us with an embedded tick we will call you and discuss removal options. More information is available on the Department of Public Health website.

Allergies and Medications

IMPORTANT ALLERGY NOTES

The Natick Community Organic Farm is NOT a nut- or allergen-free site, for two key reasons:

1. Students are engaged in hands-on learning in our outdoor setting with livestock and crops, so they may be exposed to a host of potential allergens (e.g. animals, plant pollens, stinging insects, livestock feeds).

2. Our campus is open to the public, and visitors are permitted to use the picnic tables, public toilets, hand-wash stations etc. that students also use.

While **we have never had a severe allergic reaction occur with a student,** we feel it is our responsibility to share this important allergy information, as our unique setting may not be appropriate for all children with allergies. If you have *any* questions about your child's specific case please contact us before registering so we may discuss your situation.

Allergies: We need to know about your child's allergies. All campers who have severe allergies or severe asthma must provide the Farm with an emergency action plan from the child's physician. The plan needs to describe the triggers and signs of a severe reaction, and necessary steps to take if a reaction should occur (e.g. give X tsp. Benadryl, then administer EpiPen, etc.) We will contact you to review this plan before your child's program begins.

EpiPens, Insulin and/or Glucose: These items will either be carried by farm staff or the student. We will make this decision in consultation with you and, if appropriate, your student. Generally, farm staff carry these medical items for younger students, while older students who are accustomed to carrying the same at school etc. may do so at the Farm as well. Education staff are trained on the administration of EpiPens.

Other Program Policies

Communications

Please let us know if your contact information changes. We need to be able to get in touch with you both leading up to and during programs.

Farm to Families. We will use:

- Email- primary mode of contact. **Please ensure communityprograms@natickfarm.org is added to your safe sender/contact list.**
- Telephone- last minute program changes, issues, child illness etc.
- Text message- time sensitive messages about program changes (e.g. closure related to extreme weather, change to pickup locations due to construction etc.)
- Please understand that we cannot be responsible for missed communications due to variables out of our control including filters on your inbox and/or phone. We do everything in our power to make our messages as deliverable as possible, but once they have left our systems, delivery is out of our control.

Families to Farm. We ask you to use:

- Email- primary mode of contact
    - Communityprograms@natickfarm.org
- Telephone- anything related to COVID or health, last minute changes, issues
    - 508-655-2204 option 1

Key times you'll hear from us:

- Upon registration: you'll receive an automated receipt and welcome message.
- The Monday or Tuesday prior to your week's programs: "pre-flight" briefing on parking, meeting spots, etc.

Drop Off/Pick Up Procedures:

Drop off will begin no earlier than 5 minutes before your program start time. Please park and walk with your student to their group's meeting spot to check in with their educator. Pick up locations for each group will be the same as drop off. *Please be sure to complete the authorized pick up section when registering*. More detailed information on parking and individual group meeting spots will be sent the week before your program.

Early drop off/late pick up: Our programs begin and end on time. This allows us to honor our commitments to program families and our hard-working team. We offer specific early drop off and late pickup sessions to accommodate different groups' start and end times. Please register online. These are an optional, additional offering with a separate fee, and these sessions usually book up. These programs are offered by the week; we do not offer them by the day.

We are not able to accommodate same-day requests for early drop off/late pick up. Please register for these online, in advance.

We automatically charge a late pick-up fee after a 5 minute grace period. Example: a program ends at noon. We charge $10 for a 12:05-12:15 pickup, $20 for a 12:16 – 12:29 pickup, $50 for 12:30 or later.

We are not able to provide supervision outside of 8:30 AM – 4:30 PM. If a child is not picked up within 30 minutes of a program end *and* staff have not been able to reach any parent/guardian/caregiver contacts, we will assume an emergency exists and will contact the Town of Natick for assistance.

Self-Dismissal

If your child will be leaving the farm by themselves (e.g. they are walking or biking home), we need to know about that so that we can "check out" with your child before they leave our property. Please email or call us to discuss. Self dismissal is only available for students ages 12-15.

Ages

Children must turn the correct program age on or by the scheduled program week, unless an exception has been granted in advance by the Assistant Director.

Visiting the Farm Before Programs

Our farm is a community farm open to the public for free from dawn to dusk, 7 days a week. We encourage all families to visit, especially those with children who are young and/or new to our programs. Family visits prior to scheduled programs can help ease first-day jitters. With our busy summer calendar, we regret that we cannot offer "try it" days. For families with children ages 3-5, we recommend reading through our "Preparing 3-5 Year Olds for Summer Programs" for tips on how to best prepare your little one for a week at the farm.

Parking

Our parking and drop-off plans will be communicated to families in your "pre-flight" email. However, families should anticipate needing to park, get out of the car, and drop-off/pick-up their student(s) on the farm or at Memorial School (**please do not park over at Memorial while school is still in session)**. We do not have the infrastructure for a "drive line". We are happy to discuss accommodations as they are needed.

Pedestrian safety is our top concern in the parking lot and on the farm road. The speed limit is 5 mph. Please drive with extreme care and follow instructions from staff and signage.

Lost & Found

A Lost & Found is located in the Education Office and is emptied frequently, at least twice per month. Please ensure your child's items are labeled with their name. We do our best to help children keep track of their items and track down items when they are lost, but, of course, we are ultimately not responsible for items brought from home that are lost, damaged or stolen.

NCOF Allergy Policy and EpiPen Consent Form

Parents' Responsibilities

- Parents must notify NCOF of any risk of anaphylaxis or an anaphylactic reaction to any substance (food, insect bites, or drugs) at time of registration.
- Children must bring appropriate EpiPen kit and signed consent (see below) from a parent/guardian to allow for the injection to be given immediately in case of an emergency.
- Children and/or the farm educators will have the EpiPen with them at all times. We will discuss this with you.

NCOF's Responsibilities

- NCOF will inform all parents that there is a child with severe allergies to nuts and peanuts participating in the program and ask not to bring in any snacks containing nuts or peanuts.
- Educators will supervise snack times to discourage sharing of food.
- Staff are trained in life-threatening allergies and EpiPen administration. Staff receive a list each week of children with severe allergies and their allergy protocol (e.g. EpiPen, Benadryl etc.)
- Emergency procedures in place for life threatening allergies.
- NCOF cannot guarantee a nut or allergen-free environment.

NCOF Allergy Policy - EpiPen Consent Form

Student's Name: _____Program Name _____

Session Dates & Times _____

As the parent or guardian of the above student, I understand NCOF's guidelines and that the Farm cannot guarantee a nut-free environment. I give permission to NCOF staff to administer an EpiPen injection or other prescribed medication(s) to the above student in the event of anaphylaxis or an anaphylactic reaction requiring such an injection.

Parent/Guardian's name (print): _____

Signature: _____ Date: _____