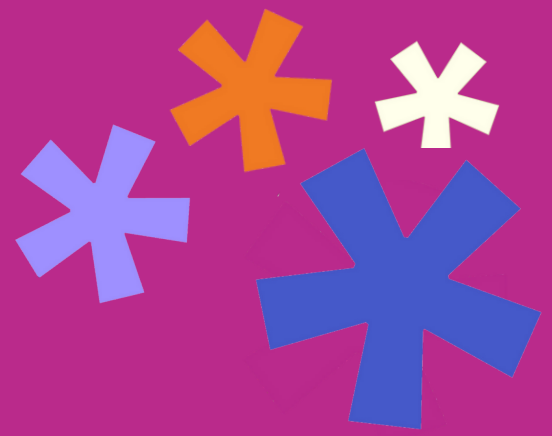




Active

KIDS + MINDS®



WELCOME LETTER

(DATE)

Welcome to Active Kids! We are very excited to have your family be part of the program. We want to make sure your kids are having a great time during class and that they are excited to get moving in the morning. Active Kids starts on [date] at [insert time depending on school]. To make the program run smoothly, below are some tips and policies that will assist both you and us to make this a great launch!

1. Attendance - It is important that your child attends class whenever possible. Some mornings are challenging, but please do your best.
2. Drop Off - Children coming to school by car may be dropped off and walked in to the Active Kids team member taking attendance. Any child who walks or bikes to school must be accompanied by a parent or guardian at Active Kids drop off. This is for the safety of your child. [modify to insert your drop off policy]
3. Shoes & Attire - Please send your child in sneakers and comfortable clothing. We will be very active. If the grass is wet in the morning, you should also send in an extra pair of socks just in case.
4. Water Breaks - Please send a labeled recyclable (if possible) water bottle with your child every day. The kids will take water breaks as needed throughout the session.
5. Behavior - Poor behavior will not be tolerated. Please remind your child to come to Active Kids with his/her listening ears and show the trainers the same respect one would show another teacher in the school.
6. Illness - Please do not send your child to Active Kids if they are sick. We follow the same illness policy as the school. If your child comes to class and is visibly sick, we will ask him/her to sit out and watch until the nurse arrives at school.
7. First Aid/CPR - The school nurse will not arrive at school until BOKS is well underway. Each Lead Trainer will have a first aid kit and ice packs at all times. Additionally, all Lead Trainers have been certified in the use of CPR, and AED machines. [adjust for your school]
8. Registration Form, Liability Release, and Indemnification Agreement - Please be sure that you have completed the registration form. If not, please fill one out and return it to your lead trainer's attention (insert name). Your child will not be able to participate in Active Kids until we have received the completed form.
9. Metrics - To validate the effects of Active Kids, your child will be timed at the beginning and the end of the session on a 400-meter run (1/4 mile). The run will occur during class time over a couple of classes to make sure the kids still have plenty of time for fun. [only insert if you are going to measure 400 m metric]

Sincerely,
(Lead Trainer), (contact info)
(School)

Active Kids = Active Minds

WWW.ACTIVEKIDS.ORG