School Programs Parent Service Agreement

All bubble hosts and participants must review and agree to the terms set forth in this service agreement for home-based bubble programs. If bubble hosts are unable to follow the provisions of this agreement, the bubble will be asked to find an alternate program location.

Bubble families are expected and encouraged to communicate with each other to ensure that they are on the same page regarding expectations from each other during the program. This includes but is not limited to approaches to food, guests, and space.

Home Requirements
Each bubble home must adhere to the following policies:

- **Smoking** - The program space must be smoke-free, even when not in use.
- **Guests/visitors** - Guests to the home are not permitted during bubble time. Guests and visitors are not permitted to interact with the bubble.
- **Pets** - Pets should be kept away from the bubble, preferably in another room.
- **Food** - All campers will bring their own nut-free lunch/snack from home. Bubble homes may provide food for the group if agreed upon by the full and with consideration for any group allergies. Access to drinking water is required.
- **Masks** - All adults, including family members, guests, and Trail Blazers staff are required to wear a mask when in the same room as the bubble or whenever interacting with the bubble, even if outdoors.
- **Cleanliness of space** - Families will be required to provide a clean and sanitized space for groups that are meeting with their home (ie free of debris, sanitized work surfaces).
- **Cleaning supplies** - Home locations will be required to have soap, water, and paper towels available for hand washing; Families will be required to have disinfectant available in their bathroom for employee use.

In addition, homes hosting remote learning activities must provide:

- Consistent internet access for the full bubble
- Adequate workspace for the full bubble, including tables and chairs with access to electrical outlets for devices.

Group Leader Responsibilities
The group leader is a Trail Blazers employee and is trained in the Trail Blazers program approach. Additionally, the content and structure of the day is determined by Trail Blazers.

A group leader’s responsibilities include:

- Group and behavior management, including conflict resolution and coaching campers through challenges.
- Supporting virtual learning by providing technical support, managing the group schedule, and providing encouragement to the group and individuals.
- Facilitating games and activities during play breaks and non-remote learning times.
- Preparing and cleaning up the activity space before and after the activity.

A group leader is not responsible for:
- Additional house clearing, aside from the messes made by the bubble and program activities.
- Caring for any children not in the program, such as siblings.
- Providing academic tutoring or instruction.
- Preparing meals for the bubbles.

**Communication**

At your first meeting with the group leader (on or before the first day), the following items should be communicated:
- What spaces and materials are available for use by the program
- Home etiquette (for example, shoes off inside the house)
- How the space should be arranged during program time
- Who will be home during program times (parents, siblings, etc)

**Feedback for Group Leaders**

Group leaders receive regular coaching and support from their supervisor. This is a brand new program for all of us and we anticipate that group leaders will need additional support in the first weeks to navigate effective remote learning support, group dynamics, and more. Our leadership team is on call to help group leaders through any challenges that arise.

Parents/guardians may have feedback about how a group leader handles a situation. We advise that you do not intervene unless the bubble is believed to be in danger or struggling significantly. It can also be very challenging for a group leader to work with a parent watching over - this may make even the most experienced staff member nervous. We encourage parents to check in with the group occasionally but also give the staff member space to work.

Feedback or constructive advice may be given at the end of the session, or directly to the group leader’s supervisor. This approach will help to build a relationship of trust between all parties.

**Schedules**

Requests for schedule changes or adding additional hours must be directed to the administrative team. Group leaders cannot be scheduled for additional hours without prior approval from their supervisor and additional cost will be incurred for bubble families.

Hiring Group leaders for evenings or babysitting:
On occasion, a parent/guardian may want to hire the group leader for babysitting services for an evening or special event. This is at the discretion of the parent/guardian and the group leader. The group leader is not required to accommodate these requests and Trail Blazers is not responsible for the service, rate of service, or quality of service.