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Dear Students and Parents/Guardians,

Welcome to the Dysart Unified School District before and after school enrichment and leadership development program, Den Club. We are very excited at the opportunity to serve you and your child for the upcoming school year. From 6AM until the start of school, then again from the end of the regular school day until 6PM, your child will participate in a number of enrichment projects, games and activities, study hall to complete homework, have a snack, and have some fun!

Through this program, children Kinder thru 8th grade will engage in a variety of activities specifically designed to promote social, cognitive, and emotional development, expose them to team building and leadership opportunities, and give them a safe, fun environment to finish out their day at school.

Den Club believes it takes a village, and parents are a critical member of our Den Club community and the experiences that these students will have. You are encouraged to participate at home, volunteering at school, and visit us when you are able, to further enrich the lives and encourage the success of every student.

We pride ourselves in what we do everyday. This is not simply daycare or babysitting, and it is the goal of the program and every member of the Den Club team, to have a positive impact on your child resulting in an extraordinary experience that students will take with them throughout their educational career and life.

Warmest regards,

John Williams
Parent/Guardian Responsibilities
As a parent/guardian, you will be responsible for abiding by the handbook guidelines and the Financial Agreement. If you have any questions, please contact the Dysart Community Education Department at (623) 876-7056.

Registration
Den Club registration is available on a first-come, first-served basis. Please visit www.dysart.org/communityeducation, then click on “Den Club” to complete registration. In order for the registration process to be finalized, you must complete the online emergency contact information and provide a copy of the child’s immunization records upon request. Incomplete documents will not be accepted and your child will not be enrolled into the Den Club program until all documents are completed. You must complete the registration process annually in order to reserve your spot in the before/after school program.

A $50 non-refundable online registration fee and the first month’s payment will be automatically processed at the time of contract approval which will ensure your child’s placement. Contracts are only approved when all appropriate documentation has been submitted. See the Financial Agreement for terms and charges that apply.

The 2020-2021 registration opens online May 5, 2020. If the program has met capacity at the time of registration, your child will be placed on a wait list. The non-refundable registration fee and the first month’s payment will not be due until space has become available.

It is the responsibility of the parents to keep enrollment records current. All changes to enrollment records, including contact information, home address, authorized emergency contacts, and individuals authorized to pick-up your child at the end of day, must be made online through your Den Club account. In situations where an individual must be added or deleted as an emergency contact, a written notification is required which must be signed and dated by the parent/guardian. In addition, emergency cards are reviewed every six months or when any changes in contact information occur.

Payment Terms
● Payments are made through the online account or submitted by check, cash, or money order at the Nathaniel Dysart Education Center, 15802 North Parkview Place, Surprise, AZ 85374.
● Once enrolled and registration has been approved, accounts will be charged the $50 enrollment fee and first month of service per child.
● Rates are based on annual fees and days off are factored into the price.
● Payments are due the 15th of the month prior to month of service.
● $25 late fee will be assessed if payment has not been received within 10 business days of the due date, please refer to the Monthly Payment Schedule.
● Payments not received prior to 4:00 pm on the withdrawal date, per the Monthly Payment Schedule, are subject to removal from Den Club until such time the unpaid balance, which includes late fees and a $50 re-enrollment fee, has been resolved.
● $25 fee will be applied to the account for all returned or rejected payments.
● Accounts may request a one-time per year payment plan on overdue balances.
● No credits or refunds will be issued for days students are not in attendance.
2020/2021 Monthly Payment Schedule

*All Tuition payments are due on the 15th prior to the month of service
** There is a 15% discount for each additional child

<table>
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<tr>
<th>Payment Due Date</th>
<th>Service Dates</th>
<th>Late Fee Assessed ($)</th>
<th>5-Day AM/PM Rate</th>
<th>4-Day AM/PM Rate</th>
<th>PM Only</th>
<th>AM Only 8:15 Start School</th>
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<th>Early Release Days</th>
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Financial Assistance
The Arizona Department of Economic Security (DES) offers assistance to families who qualify for financial assistance. For information on qualification and procedures, please call DES at (623) 925-0095.

Payment Methods
- **Automatic payments** may be set up online through the payment system which can be accessed on the Dysart website under Parents / Before & After School Programs. Please contact the Community Education Account Technicians at (623) 876-7056 for assistance.
- Den Club also accepts online, mail-in, and walk-in payments that all follow the payment schedule.

Please note: At this time we are not able to accept credit card payments in person or by phone.

Check Payments
Checks returned by the bank as non-sufficient funds (NSF) will result in a cancellation of check privileges. The amount of the returned check, in addition to a $25 fee, will be re-applied to the current balance due. The total outstanding amount on the account will be due immediately. All future payments must be in the form of cash, credit card, cashier’s check, or money order.
Enrollment Changes

● After selecting the option which best meets your needs, you must adhere to the selected schedule option for a minimum of one month.
● Any change after the first month may be made online between the 1st and the 15th of the month, and a $50 option change fee per transaction after the child’s first day of attendance in the program.
● Changes will be effective the first day of the following month.
● Registrations, withdrawals, and changes must be completed through your Den Club online account.

Withdrawal Procedure

● Withdrawals from the program must be made online through your online Den Club account by the 15th of the current month.
● Withdrawals will be effective the first day of the following month. No refunds will be provided for prepayment prior to the first day of the following month.
● All withdrawals will NOT be complete until a withdrawal request is submitted online through your Den Club online account.
● Withdrawal requests completed after the 15th of each month are subject to an additional month's fee.
● Students that wish to re-enroll at a later date are subject to the same enrollment process as a first time student.
● 2 Withdrawals in a single year are subject to a $75 re-enrollment fee
● 3 Withdrawals in a single year are subject to a $100 re-enrollment fee
● 4 Withdrawals in a single year are subject to a $150 re-enrollment fee

Fall, Winter, Spring and Summer Camp Fees

● All seasonal camp rates are weekly and automatic payments occur weekly.
● Families can prepay camp fees.
● Registration fee is waived for currently enrolled Den Club students.
● Families who register for the entire summer will receive one week free if paid in full at the time of registration.

<table>
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<tr>
<th>Enrollment Options</th>
<th>1st Child</th>
<th>Additional Child</th>
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<td>5 Days per Week</td>
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<td>15% Discount</td>
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<tr>
<td>4 Days per Week</td>
<td>$136.00</td>
<td>15% Discount</td>
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$50.00 non-refundable registration fee per family
**Absences**

There are no discounts, refunds or credits for sick days, or for days your child does not attend the program. Please notify the Den Club team members at your program site of all absences on or before the absence occurs. If your child is scheduled to attend Den Club and does not report to the program, the team members will verify the absence with the school staff and/or family. Please contact the Community Education Department to report any absences (623-876-7056).

**Hours & Late Pick-Up Fee**

Den Club is currently offered at 16 elementary schools throughout the district. The program will open promptly at 6:00 a.m. and remain open until school start time. After school hours operate from school dismissal until 6:00 p.m.

- All Den Club programs close promptly at 6:00 p.m. For the purpose of enforcing this schedule, the time clock at each school site will be followed.
- A fee of $5.00 per minute will be charged for late pick-ups. Should this occur, you will be billed for the late fee on your next invoice. Late fees which occur in the month of May will be due five days after the late fee is applied.

**Transportation for Field Trips**

District owned or approved transportation is used whenever the children go on field trips. Written permission from the parent/guardian is required in order for your child to participate in field trips organized around school-age programs. Written permission must be received prior to departure. During scheduled field trips, all team members and children will be off the school grounds. If you do not wish for your child to participate in the field trip, please arrange alternate child care for that day. If you arrive at the site after the stated departure time, you will be expected to provide alternate care for your child. Children may not be dropped off or picked up at the field trip site. Transportation to and from the program is the responsibility of the parents.

**Sunscreen**

There is always some shade available in the pavilions and play structures of our outdoor playground. However, it is highly recommended that children wear sunscreen for possible sun exposure. Children may be allowed to apply their own sunscreen. They may bring the sunscreen to camp and either keep it in their possession or give it to a camp staff member who will keep it in a labeled plastic bag in a storage room. The child may request to access their sunscreen for application at any time. The sunscreen container must be marked with the child’s first and last name. For safety purposes, the sunscreen may not be left out in an exposed area where it might be accessed by other students.

**Meals and Snacks**

Breakfast can be purchased in the school cafeteria every morning. We recommend that children participating in the morning program take advantage of this service. The cost of breakfast is not included in the Den Club fee. A free afternoon snack is served each day to every child. During Camps, Den Club will provide a free morning and afternoon snack with drinks; however, it will be the responsibility of the parents to supply lunch with a drink for their child each day. We require that each child wash their hands prior to sitting down for breakfast, lunch, and snack.
Homework
Den Club team members will allocate time for children to do their homework and will provide a place to work with supervision every day. It is the child’s responsibility to take advantage of homework time and ask for assistance if needed.

Dress Code
Students are expected to arrive in appropriate attire according to the dress code outlined in the Dysart Student and Parent Handbook. Tennis shoes are highly recommended.

Den Club Licensing
The Den Club program operates in compliance with regulations outlined by the Arizona Department of Health Services / Child Care Licensing. Information on licensing and inspection reports is available at the Arizona Health Department’s office located at 150 North 18th Avenue, Suite 400, Phoenix, Arizona 85007. The office may be contacted by phone at (602) 364-2539. Inspection reports are also available upon request at each school site and in the Community Education Department located at 15802 North Parkview Place, Surprise, Arizona 85374 (Phone: 623-876-7056).

Liability
Dysart Unified School District #89 has liability insurance in place for all operations. However, the district does not carry medical insurance for any participant’s injuries or illnesses. Associated medical claims are the responsibility of the parent/guardian. Liability insurance documentation is available for review at any of our Den Club locations.

Cleaning and Sanitizing Procedures
All students and staff are expected to practice healthy hygiene at all times. This includes wearing clean clothing, coming to the facility clean, and following the procedures described below to mitigate the transfer of germs and disease.

As part of our ongoing efforts to maintain a healthy and safe environment, all guests, students and staff are expected to comply with the following procedures:

● All staff members will complete the nightly cleaning and sanitizing procedures prior to closing Den Club.
● Routine, formalized hand washing and sanitizing will occur throughout the day for all students and staff.
● Practice appropriate social distancing which include but are not limited to avoiding touching or sharing of any items, especially food, utensils, water bottles and other drinks.
● All students and staff are asked to:
  ○ Avoid touching your eyes, nose and mouth with unwashed hands.
  ○ Stay home if you feel sick or have come in contact with anyone that is sick.

Staff will immediately contact Parents, who are expected to immediately pick-up sick students for the safety and well-being of all.
Medication

- Physician-prescribed medication packaged in the original prescription container will be administered at the Den Club program. The container must be labeled by the pharmacist and include the name of the student, start and end date, dosage, name of medication, method of administration (specifying dosage & route), reason for medication, and number of doses contained. Non-prescription medication must meet the same guidelines.
- A signed consent form for the administration of medication must be completed by the parent/guardian and be on file at the site.
- It is the parent’s responsibility to transport medication to and from the Den Club program even though the school nurse has the medication at the school site.
- Den Club team members do not have access to the student’s medication in the nurse’s office. You must bring the medication to the Den Club.
- It is the parent’s responsibility to keep all emergency contacts and doctor’s information current during the program year. Please notify the Community Education Department and Den Club team members immediately of any changes. In case of a life threatening situation, injections may be administered provided that a medical consent form is completed by the parent.

Items from Home

Since Den Club provides a variety of educational resources and games for children, we do not allow your children to bring items such as toys and games from home. If such items are brought to the program, team members cannot be responsible for their safe return. Please clearly label all clothing, backpacks, and food containers brought from home. This will assist the team members in returning items to their proper owners.

Communication Between Parents and Team Members

Communication between parents and Den Club team members is important. Parents are encouraged to keep informed about the Den Club program and its operations by regularly checking the “Parent Board” area near the entrance to each site, as well as enrolling in each Den Club site Remind message system.

Emergency Information and Immunization Record Card

- If a copy of your child’s immunization record is not currently on file with the Community Education Department or a Dysart Unified school, a copy of your child’s immunization record will be required at the time of registration.
- The Arizona Department of Health Services requires the name and contact number of at least two individuals authorized by the child’s parent to pick up the child from the facility in case of emergency, or if the child’s parent cannot be contacted. You must also provide the name and phone number of your child’s physician. If this information is not provided at the time of registration, your registration will not be approved.
- At the bottom of the online Emergency Information form a section labeled “In case of injury or sudden illness” will require completion. Please fill in your name or the name of the individual that should be contacted first in case of illness or injury.
- The Den Club program is inspected by the Arizona Department of Health Services Bureau of Child Care Licensing. To ensure compliance with the Arizona Department of Health Services, the Emergency Information Card must be filled out in its entirety and all information must be kept current.
Sign Out Procedures
Per the Department of Health Services regulations, only parents, legal guardians, or authorized parties listed on the emergency card may sign a child in and out of the program each day on the designated sign in/out sheet. Photo identification will be required at all times in order to sign a child out of the program. The individual signing the child out will be required to provide a photo ID. If an individual who is listed on the emergency card is under the age of 18, additional authorization consisting of a written, notarized letter from the parent(s) or legal guardian will be required. Information listed on the photo ID will be verified against the information on the notarized letter. All changes to the emergency card must be completed online.

Emergency Sign-Out Procedures
If a parent or guardian is unable to pick up the child due to an emergency and another individual has been asked to sign out the child, parents will be asked to fax or email a letter which includes the date of release and the full name, address and telephone number of the individual signing out the child. Once we receive the written information, we will contact the parent by the phone numbers listed on the child's emergency card to verify the information. The individual signing the child out will be required to provide a photo ID. Information listed on the photo ID will be verified against the information on the faxed or emailed document. Please understand that for the safety of your child, we will not release your child until verification is made.

Telephone Authorization Procedures
In the event a parent or the listed emergency contacts cannot pick up a child, Community Education telephone authorization will be used. Completing the telephone authorization code located at the bottom of your child's emergency card will assist us in identifying you over the phone. For the safety of your child, the Community Education telephone authorization procedures will be followed for every telephone authorization. If you choose to leave the telephone authorization section blank on your child's emergency card, you will be authorizing the Community Education staff members to fill in the code word section with the code word "policy."

Key Card Access
Den Club sites utilize keyless entry technology for access into our sites. This allows us to provide extra security for a safe environment for our Den Club students and staff. All doors will be locked during Den Club hours, and only those individuals with an active keycard can gain admission. Due to heightened security issues with all our schools, each Den Club account will be issued ONE complimentary key card at the beginning of their contract. Additional, and replacement key cards, can be issued at $25.00 per card. It is the parent’s responsibility to ensure that all key cards assigned are accounted for. If any key card assigned to your account is lost or stolen, it is your responsibility to notify staff within 24 hours by calling the Dysart Community Education Department at 623-876-7056. A $25.00 fee will be charged to your account to cover replacement costs for all lost or stolen cards.
Fall, Winter, Spring and Summer Camps

● Seasonal camps from 6am-6pm daily, are offered for Summer, Fall, Winter, and Spring breaks and are open to all community members from Kinder through 8th grade.
● All Seasonal Camp registration must be completed online for every student.

**Fall, Winter, Spring Camps Payment Schedule:**
○ Payment must be made in-full prior to camp

**Summer Camp:**
○ Payments must be made two-weeks prior to the dates of service. Rates are based on a weekly fee schedule.
○ Families who register for the entire summer will receive one free week if paid in full at the time of registration

● It is the responsibility of the parent to supply lunch with a drink for their child each day.
● Camp will provide a morning and afternoon snack with drinks.
● Late payments are subject to a $25 late fee for weekly payments.
● There will be no discounts, credits or refunds given for Camp special pricing or days your child does not attend.
● All guidelines that pertain to the regular Den Club program are outlined in this handbook will apply for camp students and parents, including transportation and field trips, emergency information, telephone authorization, sign in and out procedures, medication administration, dress code, and behavior guidelines. For more information about our camps, contact the Dysart Community Education Department at (623) 876-7056 for fees, dates and locations.

**Parental Expectations**

● Parents are responsible for communicating with Den Club team members to maximize the effectiveness of the Den Club program.
● Parents are responsible for keeping their child’s records up to date.
● Parents are also responsible for paying fees on time as described on Page 2 under the Payment Terms.
● It is very important that parents pick up their child on time daily. (See below.)
● As a parent, you will be responsible for abiding by the handbook guidelines and the approved Financial Agreement.

Please read the information presented in the Den Club Handbook and contact us if you have any questions at (623) 876-7056.

**Den Club & Dysart Staff Expectations**

● Staff members will work together with parents/guardians to maintain open communication regarding insight into the student’s behavior or any changes that may occur.
● Staff members will communicate any injuries or accidents with the parents/guardians.
● Staff members will provide activities that give participants the opportunity to explore new experiences that will expand learning in a supervised, safe and secure environment.
● Staff members will ensure compliance with the Arizona Department of Health Services regulations.
**Student Behavior Expectations**

Den Club is an optional service, elected by the families and a privilege not a requirement of service by the Dysart Unified School District. Children are entitled to a positive and safe learning environment.

Therefore, Den Club cannot serve children who display chronic disruptive behavior. This is defined as verbal or physical activity which may include, but is not limited to:

1. Behavior that requires constant attention from the team members.
2. Violence and/or aggressiveness that inflicts physical or emotional harm on other children.
3. Running away from or abusing the team members.
4. Disrespectful behavior toward team members or students.
5. Destruction of property or vandalism.
6. Ignoring or disobeying the rules that guide behavior during the school day and Den Club hours.

When disciplinary action is appropriate, the Dysart Unified School District discipline matrix will be followed. The matrix follows a progressive method of discipline when behavior cannot be redirected or corrected. The assistance of the home, alternate educational supportive services, and other professional community agencies may be utilized. Reasonable efforts will be made to assist the child in behaving appropriately.

However, depending on the severity of the incident, and/or the repeated nature of the behavior, discipline can include all defined areas of the discipline matrix up to and including permanent removal from the Den Club program.

Chronic/Disruptive behavior that poses an immediate risk to staff and other students may be immediately removed from the Den Club program and are subject to an evaluation of ongoing service by Den Club and DUSD employees.

*FEES WILL NOT BE REFUNDED DUE TO BEHAVIOR RELATED SUSPENSION.*
<table>
<thead>
<tr>
<th>Community Education Team &amp; Den Club Locations &amp; Contact Information</th>
</tr>
</thead>
</table>
| **Director,** John Williams: 623-876-7920  
  John.Williams@dysart.org | **Child Care Program Manager**  
  Christie Martinez: 623-876-7079  
  Christie.Martinez@dysart.org |
| **Admin Assistant**  
  Jeri Atchue: 623-876-7917  
  Jeri.Atchue@dysart.org | **Child Care Account Technician & Billing**  
  Tyesha Sterling: 623-876-7979 |
| **Compliance & Licensing Specialist**  
  Sherry Owens: 623-876-7875  
  Sherry.Owens@dysart.org | **Lead Child Care Facilitators**  
  Yahzid Alcala: Yahzid.Alcala@dysart.org  
  Matthew Navarro: Matthew.Navarro@Dysart.org |
| Asante Preparatory Academy  
  23251 N 166th Drive  
  Surprise, AZ 85387  
  623-523-8900 | Mountain View  
  18302 W. Burton Ave.  
  Waddell, AZ 85355  
  Den Club: 623-764-5012 |
| Ashton Ranch  
  14898 W. Acoma Drive  
  Surprise, AZ 85379  
  Den Club: 623-764-6378 | Marley Park  
  15042 W. Sweetwater Ave.  
  Surprise, AZ 85379  
  Den Club: 623-764-2643 |
| Canyon Ridge  
  17359 W. Surprise Farms Loop N.  
  Surprise, AZ 85388  
  Den Club: 623-764-1784 | Rancho Gabriela  
  15272 W. Gabriela Dr.  
  Surprise, AZ 85374  
  Den Club: 623-764-7049 |
| Cimarron Springs  
  17032 W. Surprise Farms Loop S.  
  Surprise, AZ 85388  
  Den Club: 623-810-0356 | Sonoran Heights  
  11405 N. Greer Ranch Pkwy.  
  Surprise, AZ 85379  
  Den Club: 623-764-4312 |
| Countryside  
  15034 N. Parkview Place  
  Surprise, AZ 85379  
  Den Club: 623-764-3198 | Sunset Hills  
  17825 W. Sierra Montana Loop  
  Surprise, AZ 85388  
  Den Club: 623-764-6885 |
| Dysart Elementary  
  12950 W. Varney Rd.  
  El Mirage, AZ 85335  
  Den Club: 623-764-4173 | Surprise Elementary  
  12907 W. Greenway Rd.  
  El Mirage, AZ 85335  
  Den Club: 623-764-4748 |
| Freedom Traditional Academy  
  16066 N. Parkview Pl.  
  Surprise, AZ 85374  
  Den Club: 623-810-4482 | West Point  
  13700 W. Greenway Rd.  
  Surprise, AZ 85374  
  Den Club: 623-764-8075 |
| Kingswood  
  15150 W. Mondell Rd.  
  Surprise, AZ 85374  
  Den Club: 623-764-6354 | Western Peaks  
  18063 W. Surprise Farms Loop S.  
  Surprise, AZ 85388  
  Den Club: 623-764-4411 |
Illness & Emergencies

- If your child becomes ill during the program, the team members will provide a quiet area for them until the parent has been contacted. In the event a child needs to be picked up, the child will only be released to an authorized individual.
- Minor scratches and cuts will be treated at the site only if we have your written permission.
- If a serious incident should occur, emergency personnel will be called and it will be determined whether your child should be taken to the nearest hospital or doctor’s office by ambulance. You will be notified immediately.

Hospital Information and Emergency Contacts

<table>
<thead>
<tr>
<th>Hospital/Location</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abrazo Arrowhead Campus</td>
<td>18701 N. 67th Ave. Glendale, AZ 85308 623-561-1000</td>
</tr>
<tr>
<td>Arrowhead Pediatrics</td>
<td>14300 W. Granite Valley Dr. Sun City West, AZ 85375 623-556-5437</td>
</tr>
<tr>
<td>Banner Boswell Medical Center</td>
<td>10401 W. Thunderbird Blvd. Sun City, AZ 85351 623-823-4000</td>
</tr>
<tr>
<td>Banner Del Webb Memorial Hospital</td>
<td>14502 W. Meeker Blvd. Sun City West, AZ 85375 623-524-4000</td>
</tr>
<tr>
<td>Banner University Medical Ctr.</td>
<td>1111 E. McDowell Rd. Phoenix, AZ 85006 602-839-2000</td>
</tr>
<tr>
<td>Banner Thunderbird Medical Ctr.</td>
<td>5555 W. Thunderbird Rd. Glendale, AZ 85306 602-865-5555</td>
</tr>
<tr>
<td>Dignity Health Emergency Room</td>
<td>14267 W. Bell Road Surprise, AZ 85374 623-546-5230</td>
</tr>
<tr>
<td>Cigna Westridge</td>
<td>2302 N. 75th Ave. Phoenix, AZ 85027 623-849-7500</td>
</tr>
<tr>
<td>HonorHealth Deer Valley Hospital</td>
<td>19829 N. 27th Ave. Phoenix, AZ 85027 623-879-6100</td>
</tr>
<tr>
<td>Pediatric</td>
<td>15650 N. Black Canyon Ste. 100 Phoenix, AZ 85053 602-866-0550</td>
</tr>
<tr>
<td>Phoenix Children’s Hospital</td>
<td>1919 E. Thomas Rd. Phoenix, AZ 85016 602-933-1000</td>
</tr>
<tr>
<td>St. Joseph’s Hospital</td>
<td>350 W. Thomas Rd. Phoenix, AZ 85013 602-406-3000</td>
</tr>
<tr>
<td>Surprise Pediatrics</td>
<td>14239 W. Bell Rd. #112 Surprise, AZ 85374 623-876-9983</td>
</tr>
<tr>
<td>Cigna Medical Group Urgent Care</td>
<td>9069 W Thunderbird Rd, Peoria, AZ 85381 623-876-2800</td>
</tr>
<tr>
<td>Child Protective Services</td>
<td>4000 N. Central Ave. Phoenix, AZ 85012 602-530-1800</td>
</tr>
<tr>
<td>El Mirage Police Dept.</td>
<td>12401 W. Cinnabar Ave. El Mirage, AZ 85335 623-500-3000</td>
</tr>
<tr>
<td>Surprise Police Dept.</td>
<td>14250 W. Statler Plaza Su. 103 Surprise, AZ 85374 623-222-4000</td>
</tr>
<tr>
<td>Dignity Health Emergency Room</td>
<td>14267 W. Bell Road Surprise, AZ 85374 623-546-5230</td>
</tr>
</tbody>
</table>
Den Club Parent/Guardian Agreement Form

Please read, sign and return this form prior to the students first day of attendance

This handbook is an open document intended to acquaint students and parents with Den Club policies and guidelines as set forth by the Dysart Unified School District Community Education Department. The intent of these policies is to ensure our program is able to provide a positive, safe and enriching experience for every student. Any addendum to add to this handbook may be included in Den Club Newsletters throughout the school year. It is imperative that the contents of this handbook be read and understood by both the parent and the student. Your agreement to abide by the policies contained in this Handbook is indicated by signing and returning this form to your Site Child Care Facilitator. The handbook can also be found electronically by visiting www.dysart.org/CommunityEducation.

Parent Name (PRINT): ____________________________________________________________

Student(s) Name(s) (PRINT): __________________________________________________

Parent Signature: ____________________________________________________________

Date: __________________}_