Merry Lea Homeschool Programs Policies

COVID-19 Update

Safety Policies:

General Programing Protocols:
- All homeschool programs will have a maximum of 20 participants. Registration is limited to participants only.
- For the Homeschool Series: there will be 2 days reserved for each session.
- All programming will happen outdoors whenever possible.
- All student materials (scavenger hunts, markers, hand lenses, etc.) will be cleaned and packed into individual bags and collected at the end of the programming time.
- Bathroom breaks will be staggered, family units will eat lunch separately, spread out throughout the program space.

Parent & Student Protocols:
- Students ages 6-8 years old must be able to maintain 6 feet of physical distance or be accompanied by a parent or guardian.
- Trail groups will be composed of family units – students will no longer be split by age. We will try to maintain physical distancing in these groups.
- Trail groups will be a maximum of 10-12 people to minimize the chances of transmission
  - These groups will be maintained during all program elements: introductions, conclusions, lunches, bathrooms, etc.
- Merry Lea will provide hand-sanitizing opportunities for all participants at strategic times throughout the program.
- In accordance with Goshen College policy and Indiana’s face covering mandate, all visitors will be required to wear face masks or face shields at all times during the program. This includes time spent outdoors due to potential lack of physical distancing within groups on the trails.
  - If access to face masks would prevent a family from participating, please contact us.
  - We will have limited supply of extra face masks if needed.
- Screening: We ask that individuals do not attend the field trip to Merry Lea if they have been ill or have been experiencing symptoms of COVID-19 (e.g. fever, etc.). Please see CDC guidance for self-screening. You can view Goshen College’s visitor safety policy [here](http://www.goshen.edu/merrylea).

Merry Lea Staff Protocols:
- All education staff will:
  - Self-screen
  - Wear face masks or face shields
  - Maintain 6 feet of physical distance whenever possible
  - Practice good hand hygiene and sanitization of surfaces
• All materials, equipment, and programming spaces will be thoroughly cleaned between programming days

**Note:** Plans are subject to change as broader situations change. We will adhere to Goshen College policies as well as guidance from government officials when making program decisions.

**General Policies:**

**Target Audience:** Sessions are open to students in grades 1 through 12. *Students must be at least 6 years of age to participate.*

**Meeting Location:** Varies for each program. Please refer to the link for program descriptions for locations and a brief summary of program content. For directions to each location, please visit https://www.goshen.edu/merrylea/facilities-directions/.

**Cost:**

- $7.50 per student per session **OR**
- $25.00 maximum per family per session.

**Payment:** We prefer payment in full at the time of registration. If that is not possible, please contact us to set up alternative arrangements. We accept cash, checks made payable to Merry Lea, or credit/debit cards. *Spaces will not be reserved for students with unpaid sessions.*

**Refund Policy:** We will refund your payment at 100% if you notify us of a cancellation at least **one week** out. We will not refund your payment if notified less than a week out of your cancellation*.

*Our refund policy will be flexible this year

**Registration:** Please complete the Homeschool Registration Form that appears on our website at https://www.goshen.edu/merrylea/scheduling-policies/. For questions about registration, please contact Katie Tipton at kctipton@goshen.edu or call 260-799-5869. We strongly recommend advanced registration, as the sessions fill quickly.

**Weather Cancellation Policy and Procedures:** We will make every effort to conduct homeschool classes as scheduled. However, sessions may be cancelled or rescheduled due to severe weather forecasts or alerts. In these cases, we will call or email all registered families as soon as the decision is made. If Merry Lea cancels a program due to inclement weather, we will provide a full refund. If you have any questions about whether or not a session will take place, please feel free to call Merry Lea before leaving home.
**Expectations for Participation and Conduct:** We expect that all students will demonstrate respect for fellow students and teachers at Merry Lea. Outdoor education involves exposure to some natural hazards like trips and falls, insect bites and stings and irritating plants. The Merry Lea educators try to minimize these risks. It is imperative, then, that students listen to directions in order to maintain safety out on the trail and inside the facilities. Students who repeatedly ignore instructions or who have demonstrated dangerous behaviors toward themselves or others may be asked not to return to future homeschool series programs.