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A Homeschool Partnership

Membership Handbook

***Last updated 8-7-2023**

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Welcome To Thrive!

We are so blessed to partner with you on your homeschool journey. Our hearts are for the families and minds of our future generation. We believe in YOU, the parent, and your God given abilities to raise and educate the children God has gifted to you. It is our passion to come alongside and support you. We understand no one knows or cares more about your child than YOU do! We exist to offer support, encouragement and community for you as you homeschool helping you meet their specific needs resulting in a thriving family!

Who We Are

Thrive is an education ministry to the local homeschooling community (registered 501c3 Religious Non-Profit) which exists to equip students with the skills, knowledge, and opportunities to help them discover and encourage their God given gifts while sharing the unconditional love of God with them. Our program is based off a proven and highly successful model that has served the homeschooling community for over 15 years and continues to expand its reach. What makes our model unique is that it functions as a “pop in” program that operates two days a week while offering 200+ classes to students ranging from K-12th grade. These classes are taught by exceptional teachers who are not only well qualified, but also have the GIFT of teaching. *In the past 2 years, since operating at our current facility, the program has grown from 180 students to 400 students and 250 families!* This was with zero marketing on our part. We currently have waitlists for several of our classes and tour nearly 25-50 families on a monthly basis.

We truly believe God is doing something BIG with and through this educational model and wants to bless the homeschooling community with exceptional educational opportunities such as this. They deserve it! We want to do our part in continuing to provide a platform of excellence for the many families in need of this service here in our local community.

The following video gives a quick glimpse into our Thrive community!

Click here to view: [Thrive Video](#)

Mission and Vision

The Mission of Thrive is to partner with homeschool families to raise up the next generation of *spiritually mature, excellently educated, and socially developed* children for the purpose of fully expressing their unique God given gifts and talents. Our Vision is to provide an atmosphere where students fall in love with learning and everyone involved truly THRIVES - the students, the families, the teachers, our staff, and the ministries we partner with.

Our Services

*We offer services to promote community for our families that foster relationships. We do this by creating an environment that is **safe**, where students feel **loved** and families are **eager** to be a part of! Thrive offers homeschool support, opportunities to serve, events, field trips, and of course access to the best educators in the country!*

Special Events

Our program provides many special events throughout the year for our community creating unique experiences and memories for our families. We host chapels one week out of the month and have been blessed to have many special guests. Some favorites include Friendsgiving, The Christmas Village, Mothers Day Market, Father-Daughter Dance, Spring Social, Julian apple picking on a private ranch, a fall and spring musical theater production, and so much more! If you have a passion for assisting in the implementation of any of these events please contact our events coordinator Heather Williams at heatherwilliams@thrivelearningcenter.org

Educational Opportunities

Our unique model supports every kind of learning style. Every child learns and processes differently. THRIVE seeks to create an environment where dozens of options are available to each child no matter what their learning style is. We offer a-la-carte core (math, english, history, science) and enrichment courses which allow families to create their own “boutique” schedule that meets their child’s individual needs.

Our Vendors

The classes our vendors (teachers) provide are of the highest instructional quality. We not only seek out the most qualified and respected teachers but those that are dynamic, passionate and have the gift of teaching. This is essential for a thriving, excellent education. Their courses are not only of the highest caliber, but also are fun and unique. Whether it be core classes like Algebra or enrichment classes like Pottery, your child will be educated by the best of the best, fostering a life-long love for learning.

Our Team

Administrative Team

The Thrive leadership team is dynamic and eager to continue answering the call to serve Thrive’s families and students with a spirit of enthusiasm and excellence, all while following God’s lead as the program rapidly expands and evolves. Below is a brief bio on each member of our leadership team.

Heather Dalton: Founder, Executive Director

Through a series of events I fell in love with teaching and education over 20 years ago and never looked back. I have a Teaching Credential, Masters in Education, Masters in Educational Leadership and an Administrative Credential. I was able to use my gifts to help start a school, Horizon Prep in Rancho Santa Fe, where I worked for almost 15 years...briefly as a teacher and

then as Principal. I have consulted with schools and churches across the country helping them to turn their struggling schools into ones that thrive. Over the years I've been involved in a diversity of roles - from adjunct professor at Point Loma Nazarene College (teaching graduate courses) to Principal of a prestigious private school, all the way to homeschooling my own three children, and now running Thrive Learning Center. I have been a part of almost every type of homeschool program (including co-op's and charter schools) and can say without hesitation that this model of homeschool education is the best I have ever come across.

Mikala JvR (Janse van Rensburg): Founder, Operations Director

Mikala has a Bachelor's Degree of Business in Leadership and Organizational Management and for the past 2 years has served as the Operations Director for our school. Prior to that, Mikala spent 10 years serving as the COO and Executive Pastor at Existence Church in San Diego. Mikala is also licensed by the Christian Missionary Alliance and has sat on the School Board for a startup charter school (Empower Charter School). Additionally, she served as the Business Analyst at Ashford University and University of the Rockies under the umbrella company Bridgepoint Education. She currently homeschools her two sons London and Durban, and is passionate about Jesus and building the Kingdom with this next generation. Mikala does everything with excellence and is exceptional! Her vast skill set, ability to problem solve, and expertise has been foundational for Thrive's success.

Alee Bishop: Campus Coordinator, New Family Coordinator, Volunteer Coordinator Alee has worked in ministry for over 20 years as a Children's Ministry Director and Administrative Assistant starting at Horizon Christian Fellowship serving families and children by teaching, running Sunday services, planning camps and much more. After her two children were born, she had a passion to homeschool them. While being the Children's Ministry Director of Redeemer, she also had a desire to work alongside Heather again at Thrive where her children were attending. Without knowing Alee's desires, Heather approached her about coming on staff. It was a divine intervention. Her children's ministry background, people skills, friendly personality and incredible work ethic have been a tremendous asset to our team. Alee is a delight to be around and full of joy.

Parent Volunteers:

As previously mentioned, our program relies heavily on the support of our parent volunteers who serve in a variety of capacities throughout the week. Without their incredible talents, time and efforts we would not exist. All of our volunteers are background checked. We're grateful to have such an amazing and dedicated support network behind us every step of the way.

Board of Directors

Danielle Haberfield

Danielle loves to serve and is honored to be a part of Thrive Learning Center. Her heart is behind what the organization stands for... allowing students to learn and thrive in a positive and faith-filled school culture.

Danielle graduated from Cal Poly SLO with a BS in Agribusiness/Finance and later went on to earn her MBA. She worked several years for asset management firms in La Jolla, before homeschooling her 4 children for the past 11 years. Danielle served on the board of Christian Family Schools-Carlsbad. She is co-founder of Kingdom Building Inc advisory firm and 331Ministries and currently serves on the board of Refuge for Women SoCal.

Danielle is beyond blessed to have been married to her best friend Ted for over 20 years. They live in Encinitas, CA with their 2 girls, 2 boys and 2 dogs. Just like Noah's ark, they come in pairs! When not traveling, they can be found surfing, on a baseball field, volleyball court, or with their toes in the sand.

Rory Revier

In my personal life, my passions and purpose are being a committed and devoted Husband, and a Father to 4 young children under the ages of 10. I value every moment of time with my family and the opportunity to live in Cardiff by the Sea, CA. Professionally, I am described as a leader, commitment to excellence, positive extrovert, outstanding listener, high degree of intuition, helper, and constant learner. I've enjoyed analyzing the operational and financial aspects of businesses, and looking for missed opportunities to maximize revenue and profitability. Having attended the University of California at Santa Barbara (UCSB), I received my Bachelor of Arts degree in Business and Economics, which gave me a strong foundation to be able to translate into many businesses, including operating my very own vacation rental company, while engaging at the highest level in a team environment.

Currently I'm the Director of SeaBreeze Vacation Rentals, Partner prior to our recent sale, specializing in coastal Southern CA vacation rental management. I possess extensive knowledge in vacation rental management from Single-Family Residences (SFR) to multi-family, acquisition, leasing, maintenance, finance, and negotiations. Financial background began in 2002 as a financial Analyst for large retail companies then to a decade of large financial institutional lending; and managed real estate portfolios of up to \$400MM in large Western metropolitan United States.

Previously served on the Board as the Secretary for the Coastline Dream Center from 2018 to 2020.

Angela Horak

I attended Azusa Pacific University and graduated with a BA in psychology. I have taken advanced courses in both Spanish and ASL. I worked at Rady Children's Hospital for 7 years as the Spanish-speaking certified child life specialist on the Hematology/oncology floor, helping families and children cope and understand their hospitalization and diagnosis. I married my high school sweetheart, Matthew, and have 3 children-Eva Joy, Faith, and Asher. I am passionate about my children developing a love for Jesus and for learning and have homeschooled for 7 years. We have a bilingual home, using ASL and English.

George Flint

George is a determined, motivated leader with an immense passion and vision for what it takes to turn an idea into reality. He is a remarkable leader, motivator with in-depth knowledge in real estate finance, construction, sales/business development, real estate investments, and development. This dynamic background allows George to have a well-rounded skill set to take on any opportunity or challenge. He has held key C-level executive roles in the real estate private lending, real estate investment/development, and construction industries since 2002.

He is a firm believer in "Work as everything depends on you. Pray as everything depends on God"

George attended San Diego State University where he studied Financial Services and earned a bachelor's degree in 2004 along with a minor in Economics. He obtained his MSBA in Finance from San Diego State University in May of 2009. In his personal time, George enjoys surfing, off-road racing, reading, dancing & good times with family & friends.

Jay Woodcock

I have a degree in business economics from UC Santa Barbara. I've spent the past 20 years working as a finance professional in both the non-profit and for-profit sectors. After short stints in Accounting/Finance roles for a Private Christian School and Countrywide Home Loans I served for roughly 5 years as the CFO for Invisible Children, a local non-profit organization that was focused on creating media to rally the youth of America to respond to an international humanitarian crisis in northern Uganda. I left Invisible Children in late 2010 to accept a position with a private company here in San Diego who's primary business has been operating Costco Wholesale's Auto Buying program. Over the past 10+ years I have worked in a variety capacities for both Costco Auto and it's affiliated entities and currently serve as CFO for the consolidated group. My wife Michele has been homeschooling our three girls (MacKenzie 9, Emerson 7, Sadie 5) since the initial Covid-Shutdowns in the 2019-2020 school year. We care deeply about our girls and their education and we are excited to be able to be apart of creating an environment where they can Thrive.

Todd Burns

Bio to come

Mallory Wickham

Bio to come

Our Facility

Thrive rents space from Beach Chapel and St. Marks in Encinitas on Mondays and Wednesdays. These churches have a heart for kids and the community! They have partnered with us to offer an alternative educational program for children throughout north county and we are so thankful! We highly encourage you to discover all of the ministries they have available for your family. Ministries are available for the entire family ranging from prayer to preschool! **For all Thrive related questions please contact a Thrive team member and not the church staff.**

Disclaimer: *We have been made aware and want to inform you that there are cell towers on and or near the church facilities that we are renting space from and they have been here for over 20+ years.*

Community Dynamics

Thrive partners with homeschool families. One of the qualities that makes Thrive unique is the opportunity we have to apply best practices to deeply impact and maximize the overall education of our children. Students are on campus 1 or 2 days a week which allows for several opportunities for small group interaction outside of class. Being off campus more days than on creates an environment where the child is eager to come to the THRIVE Community Program as well as our preferred vendors. Time with peers and teachers is greatly appreciated and valued not only by the student but by the family. All courses, with the exception of a few, have mixed ages. There is much research to support why this kind of educational structure sets students up for more success when entering young adulthood. We at Thrive are able to see it first hand as the older students become leaders and the younger ones become more confident by being mentored. It is not unusual to find siblings in classes together and eating lunch together. This model fosters a love of lifelong family relationships and respect for each other.

Fees & Fundraising

Fees

In our model, parents pay the teacher directly for each class they enroll in and then the teacher pays a corresponding rental fee to Thrive to cover our administrative and operating costs. Families also pay an affordable registration fee to Thrive (per child) to access all of our class offerings each semester (similar to paying for a Costco membership). This fee structure constitutes the bulk of Thrive's program revenue and provides us with the necessary financial stability/resources so we can focus on offering a top notch educational experience to our families.

In terms of the financial benefit to our families, paying a simple and affordable registration fee is a big win as there is no fixed annual tuition fee that they must pay upfront, but instead they simply pay for what they actually participate in. Ultimately, this means that families pay significantly less than they would if they were attending a traditional private school and are getting a tailored education for their child since the classes are personally selected by them.

Fundraising

Thrive runs fundraising campaigns each semester to supplement program revenue and provide us with scholarship funds to distribute to our families in need. Making the program accessible to as many families as possible (regardless of financial status) is a huge part of our mission and vision. This current school year alone we have been able to offer \$100,000 in scholarships (which serve 20 refugee children, single moms, families in ministry and families in crisis) and also fund a full time armed security guard (through Off Duty Officers) This couldn't be done

without the **extreme generosity** of our parent and donor base who share the same passion to see this program touch as many lives as possible. To make your tax deductible donation please visit our website at www.thrivelearningcenter.org.

Family Commitments

Vendor Fees

Vendors/Program-Providers each run their own businesses and are not under Thrive as an entity. Any course you enroll in allows you to work directly with each vendor/program-provider. You will be able to establish a relationship with the vendors and can contact them directly for any needed communication. You will not need to contact Thrive for communication intended for a vendor as each one operates independently.

Payment is made to vendors directly by whatever means they accept. At Thrive we have a culture of honor and as such hope that all families will honor their financial commitments in a timely manner. Our vendors are accommodating and usually offer monthly payment plans through PayPal, Venmo, Zelle, or other convenient payment systems. *Registering for a vendor class means you are committing to their financial requirements. If you are unsure if you want to be financially responsible for a class you should wait to commit until you are certain or communicate directly with the vendor so they understand your specific situation. Defaulting on payments or refusal to pay Vendors in a timely manner could jeopardize a families membership with Thrive.*

Membership Fee

We desire every member of our Thrive community to value the culture as much as we do! We believe in complete transparency and want you to know what your membership fee supports.

The fun stuff - Access to a THRIVING community of homeschool families, special events and special guests, celebrations, monthly chapel, up to 6.5 hours of supervision, drop-off program, lunch and recess on campus, study hall with volunteer tutoring, highly qualified program providers at the same location and so much more!

The boring stuff - Insurance, legal fees, technology fees, facilities, cleaning, supplies, administrative and operational costs, and so much more!

Thrive fees are charged **per semester**. The cost for **Fall 2023 semester is \$175 for a single child family membership and \$50 for each additional child up to a \$275 maximum per family membership.** You will have access to our amazing community program once you have paid your semester dues. All dues will be collected prior to the start of the semester..

Lunch and Study Hall are add-ons to the Thrive Community Program. If you sign up for these, you will be invoiced **\$20 for 16 weeks of lunch and \$20 for 16 weeks of study hall per semester.** (One study hall per student per day).

Community Hours

This is a huge reason why our culture is Thriving! Thrive values our culture of family involvement and sees our parents as the core to their children's education. It is in partnership with our families that we are able to offer our program. **As part of the Thrive Community Program, each Thrive family is required to serve 13 hours on campus each semester.**

There are a variety of opportunities from playing soccer with kids during lunch, to helping kids with tough math problems, to smiling and greeting our families at check in and check out. Whatever your strengths, we have an opportunity for you! You will be able to sign up for days/times/specialties after registration.

Fulfilling these hours helps to ensure the safety of our students on campus and foster a sense of community deepening family relationships. Serving can be fun and a way to connect with other families as well! Many parents offer to serve more than 13 hours because they love being on campus and a part of such an amazing community. You are able to serve one full day and a half or do three 4 hour shifts through the semester. Opportunities for one hour shifts are also available. You are welcome to bring your little ones while you serve as long as you are able to fulfill the task required.

We want to maintain a culture where our kids feel loved and comfortable. When you serve, we would love for you to pour out onto our kids and create an environment for them to THRIVE. Our volunteers deepen the Thrive culture by ensuring aggressive behavior, negative speech or disrespectful behaviors is not tolerated. You will be empowered to kindly correct any students and have them reconcile with their peers. Your love will encourage them to show love and give grace by leading as an example. If there are behavioral issues beyond your abilities, you can always come to our Campus Coordinator at any time to support you. Please familiarize yourself with the Code of Conduct below.

Every parent is responsible to find a replacement for ANY shift they are not able to cover last minute. **If a family is a "no-show" for a shift or doesn't send coverage then they will be charged \$30 per hour missed.**

Conduct Responsibility

Our number one job is to keep students safe while on campus. While doing so, we aim to foster a loving culture of safety, support, joy, encouragement, and kindness. Children are able to flourish when clear boundaries are set while implemented and enforced in a safe and loving environment. In order to maintain a safe environment for all students, disruptive and/or negative behaviors such as bullying, fighting, and disrespectfulness **will not be tolerated.** Thrive seeks to come alongside students and parents helping to guide/partner in a way which leads to restoration and forgiveness. We do this by addressing the inappropriate behavior and encouraging them in better future choices and informing the family. Thrive reserves the right to terminate membership of any student or parent at any time not in support of this policy or by exhibiting a pattern of offensive behaviors or for No Tolerance behaviors.

S.T. A. R.

S- Safety

- Safety starts at drop off!
 - Obey all the cones and traffic rules
 - Enter and exit with caution
- Badges! Parents please wear your identification badge anytime you are on campus
- Any injury on campus will be reported to the Campus Director. Parents will be contacted depending on the severity of the injury.
- Child-to-child violence of any kind will not be tolerated and a parent will be notified as well as possible disciplinary actions.

T- Timeliness

- Please arrive at class in the morning on time.
- Get to each period in a timely manner.
- Pick up children on time
 - Students in grades K-3 must be picked up in their classrooms after their last class when they have been signed out on campus.
 - Consistent lateness in picking up children could result in a fine or cancellation of membership

A- Affirmation

- Treat others how we would like to be treated
- Promote a community of kindness.
- We affirm one another and lift each other up in our words and actions.

R- Respect

- Students are expected to treat peers, teachers and staff members with respect.
- Respect others with your words and actions.
- We respect the Beach Chapel & St. Marks campus and leadership by leaving the campus better than we found it.

Disciplinary Actions

MINOR INFRACTIONS

Behavior Examples including but not limited to:	Possible Actions could include but not limited to:
<ul style="list-style-type: none">• Inappropriate behavior during transitions, chapel, lunch or study hall• Inappropriate clothing• Inappropriate displays of affection• Inappropriate internet sites and/or print material	<p><i>Thrive reserves the right to send a student home for minor/major behavioral infractions at any time for any reason. The following is a suggested plan for behavioral reconciliation.</i></p> <p><i>Warning 1 (Minor Offense)</i></p> <ul style="list-style-type: none">• Verbal reminder to the student of the expected appropriate behaviors and reminder

<ul style="list-style-type: none"> • Inappropriate language • Lateness (repeated) • Lying • Non-compliance • Teasing and/or derogatory remarks • Throwing foreign objects • Use of cell phones 	<p>of consequences of inappropriate behaviors.</p> <p><i>Warning 2 (2 minor offenses):</i></p> <ul style="list-style-type: none"> • 2nd Verbal reminder to the student of the expected appropriate behaviors. • Consequence applied by teacher/administrator. Ex. sit out on lunch activities or cell phone taken away, call home, not able to attend class etc. • Home Contact made by the Vendor/Staff member. <p><i>Warning 3 (3 minor offenses):</i></p> <ul style="list-style-type: none"> • If a pattern of offensive behavior is established, a disciplinary committee consisting of board members, vendors and staff members will be appointed to review the action and suggest agreed upon consequences that Executive Director will implement.
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MAJOR/NO TOLERANCE INFRACTIONS

Behavior Examples including but not limited to:	Possible Actions could include but not limited to:
<ul style="list-style-type: none"> • Bullying • Defiance to vendor and/or staff member • Endangerment/Threats to self/others creating an environment where peace is disrupted • Fighting of any kind - hitting, punching, biting, pinching, pulling hair etc. • Setting off Non-emergency fire alarm • Overt sexual behavior, comments, suggestions • Possession of drugs and/or alcohol • Possession of weapons • Selling drugs and alcohol • Theft • Sexual harassment • Smoking • Vandalism • Verbal aggression • Matches/lighter <ul style="list-style-type: none"> • Defacing school property 	<p>If any Major offense occurs consequences could range from suspension to expulsion of Thrive membership.</p> <p>Every major infraction will be appointed to a Disciplinary Committee consisting of and not limited to board members, vendors and staff members. After reviewing the case, the committee will recommend findings//consequences which he/she/they suggest enforcing with the parents. The Executive Director will review the committees findings with the Thrive Board resulting in a consequential decision which will be presented to parent/member.</p>

Respect for the Church and Facilities

Beach Chapel & St. Marks have a motto of “Radical Hospitality” towards its guests. As their guests on campus, Thrive’s community motto is “Leave it better than you found it!!” As a member with us, you will be our torch bearers of this mission as we show a mutual respect to our partners at the churches and the rented spaces we occupy. We know that sometimes things happen that are often out of our control, and as such you will be empowered to rectify any damage or vandalism caused while you or your students are on campus. We will utilize our disciplinary structure listed above to rectify any situation in love. We will be sure that any financial responsibility or other reconciliation to the property is negotiated with you directly to ensure everything is left better than we found it! We are so grateful to have our amazing partners at Beach Chapel & St. Marks renting us their beautiful space and, per our lease, each member will be expected to ensure the campus is given the utmost respect and care while we are there.

Policies and Procedures

Identification Policy

Safety is so important to us as we seek to provide a joy-filled atmosphere to our children. With that in mind, we require all adult members to show identification while on campus. Parents are required to wear a TLC photo ID badge anytime while on campus. The front desk monitors will be checking badges during student drop off and pick up. If someone other than the parent is dropping off or picking up a child, this person will need to show the parent’s badge. Only one badge is required per family. Vendors are required to wear their photo ID badge while on campus. Any campus visitors will need to first check in with the front desk monitor and will be required to wear a visitor badge while on campus. You can purchase your photo ID badge [here](#).

Children grades K-3 will be required to wear a green lanyard while on campus at all times with their course schedule attached to it. You can find the schedule template to print out on our website or by clicking [here](#). Please print it, fill out your K-3rd graders schedule, and place it in the clear schedule holder. You can purchase the lanyard and holder [here](#).

Electronics Policy

NO CELL PHONES ALLOWED ON CAMPUS EXCEPT:

We allow electronics on campus under the following guidelines:

- 1) Parent Communication: A phone or device necessary for contacting parents and/or guardians. Devices need to be kept in backpacks at all times and only taken out for

immediate use with vendor/staff approval. No devices will be allowed in bathrooms or private places.

- 2) Educational Purposes: A computer or ipad may be needed for homework during study hall or for a class requiring it. In class, the vendor will be responsible for monitoring screen activity. Study hall monitors will supervise devices used for educational purposes only.

No devices are allowed on the playground or during lunch. We reserve the right to confiscate any electronic devices not being used per our policy and to dismiss any member without a refund who refuses to adhere to the aforementioned policy. All confiscated electronic devices will need to be picked up in person with the Program Director. allison@thrivelearningcenter.org

Sick Policy

If your child is ill, please keep them home. If a child has a fever, green mucus, a persistent cough, stomach ache, stomach flu, or diarrhea we will ask the parent to pick them up. Please make sure that your child is free of all symptoms and fever for a minimum of 24 hours before returning to campus.

Lice Policy

Please notify the Campus Coordinator immediately if your child has lice so we can notify our members. The quicker lice can be identified, the easier it is to manage. Please keep your child home if they have lice. Vendors will be notified so that families can be contacted letting them know their child might have had exposure to lice and to inspect their children. After the second application or official recheck of the lice treatment, the child can return to the program. The identity of the infected child will not be shared.

Dress Code

When attending Thrive's on or off campus events and programs, please ensure your attire is appropriate to distraction-free learning. We reserve the right to send children home who are dressed in inappropriate or distracting clothing such as revealing midriff, mini skirts, clothes revealing too much skin, displaying derogatory language or pictures etc. Thank you for partnering with us to create a healthy environment for our students.

Special Needs/Allergy Policy

Please contact the campus director if you have a child with medical or behavioral needs that require special accommodation. Thrive seeks to meet the needs of all families and will do its best to accommodate all students. Thrive asks all vendors to not use any peanut products in their classes.

Lunch, Study Hall

Lunch and Study Hall are Thrive Community Program supervised periods. A small fee covers the space and costs associated with meeting the needs during these times. If your student will attend Lunch or Study Hall they will need to be enrolled prior to attending.

*Study hall is limited to one period per day and does not accommodate Kindergarteners through 2nd graders. This time is most effective for responsible students grades 3rd and up. Please make sure that any student attending study hall has an hour's worth of work and assignments to complete. There will be study hall monitors to monitor behavior but not able to give individualized instruction.

Vendor Assistant Policy

Thrive is always seeking ways to help raise up wise, kind leaders. Being a vendor assistant is one of those ways. Many vendors are able to have assistants during their classes. Age appropriate classroom assistants are expected to be responsible, dependable, able to complete necessary tasks as specified by vendor, of excellent behavior and character, and kind continuing to foster the Thrive way. If interested, students may sign up to request being an assistant through the registration system or email the vendor they are interested in assisting directly. n

Food/Water on Campus

Water Water Water! It is so important so be sure your child packs a refillable bottle and brings it with them everyday. Thank you for NOT eating in carpeted areas. Your child is able to eat between periods, before & after classes, and during lunch. It is their responsibility to throw away all trash and to clean up any crumbs they spill. Please make sure your child understands this policy and our desire to leave the facility better than we found it!

Off-Campus Events

Although Thrive will promote parent run off campus events to foster community,, Thrive is not responsible for any liability during events attended off campus. Attending an event off campus is the families' choice and all liability falls under them. It is the families' responsibility to supervise their children at all off-campus events.

Program Details

Check-In & Out

Drop off begins no earlier than 8:15am and pick up ends no later than 3:10pm. Our programs begin at 8:30 am and end at 3pm. We ask that you please leave the classrooms immediately

following pick up in order that we can clean them and the rest of the campus in an efficient manner. All vendors and families need to be off campus by 4:00 unless otherwise specified.

Program Times

- Student Drop Off: 8:20-8:30
- 1st Block - 8:30am to 9:30am
- 2nd Block - 9:40am to 10:40am
- 3rd Block - 10:50am to 11:50am
- Lunch - 11:50am to 12:35 (3 whistles will be blown at 12:40 allowing students to clean up, get water and go to the restroom before class begins at 12:50)
- 4th Block - 12:35-1:35
- 5th Block - 1:45-2:45

Chapel

Thrive values our monthly chapel gatherings. We bring our entire community together and encourage families to join us for a special time of worship and community! We hold chapel once a month on the first Wednesday of the month during lunch. We will be celebrating birthdays at chapel, learning sign language, and having many special musical guests. Families and vendors are encouraged and welcome to join. All students on campus during chapel are required to attend. If it is your wish they do not attend, it is your responsibility to check them out and take them off campus during chapel. This program is held during our TLC Lunch Program.

Communications

Weekly Communications:

A newsletter will be sent out weekly with important information including but not limited to communications from Executive Director, safety information, happenings on campus during the following week, club events, family meet ups, important upcoming dates, ways to be involved, registration information, tours, student and all family events on and off campus, fundraising opportunities, vendor information and more. We highly suggest reading this and printing it out for the fridge! It will be posted on our website each week as well.

Emergency Communications:

Regarding an emergency/crisis each member's cell phone will be contacted immediately regarding information/possible pick up procedure. For day of emergency contact please contact Allison Bishop at

Day of Contact:

To relay an emergency message to a student or staff member on program days (Mon/Wed) please contact our campus director Alea Bishop at 858-342-3195

Clubs

There are several parent led clubs fostering community which Thrive is happy to promote on and off campus. Some of these clubs include but are not limited to Surf Club, Moms in Prayer, Chess Club, Student Prayer, God's Girls and more. For more information please review our newsletters for upcoming club dates and events.

Lost & Found

Please mark all of your child's belongings with identification and make sure you are leaving with everything you came with. We will hold items for a maximum of one month in a lost and found container and display each program day for pick up. At the end of every month, non collected items will be donated.

Disclaimer

Any changes to this member handbook will be updated and communicated through the weekly Thrive newsletter.

Code of Conduct

Code of Conduct

The following Code of Conduct needs to be signed by all members of Thrive including vendors, parents, and children. Please read it to your children and make sure they confirm understanding before having them sign it.

As a member of Thrive Learning Center, I agree to the following code of conduct while on campus or attending any Thrive event or activity:

- I will honor and respect my peers by exercising kindness, love, patience, and peacefulness.
- I will be respectful to vendors, staff, monitors, adults, leaders, authorities and my peers.
- I will use edifying speech.
- I will keep my hands to myself and not engage in any wrestling, hitting or aggressive behavior.
- I will respect the rented space Thrive occupies.
- I will not steal, vandalize, or damage any property not belonging to me.
- I will not interfere with any church ministries or offices while on campus.
- I will use the bathroom only for bathroom purposes.
- I will be respectful and clean up after myself and others, throw away trash, and leave any area I enter better than I found it.

Thrive Member - Terms of Agreement

The following terms of agreement need to be signed only by the parent or guardian. Children and Vendors need only sign the Code of Conduct.

As a member of Thrive Learning Center, I agree to the following terms of agreement:

- I agree to pay the non-refundable membership fee upon registration.
- I agree to pay all vendors on time.
- I agree to pay vendors in full even if I withdraw from the class as all enrollment is final.
- I agree to serve 13.5 hours per semester as outlined in our Member Handbook.
- I agree to respect our leased facilities, to leave any areas I use better than I found it, and pay for any damage or loss of property myself or my child causes.
- I agree to not interfere with any ministries or offices the church has operating while on campus.
- I agree to our Member Code of Conduct, Membership Handbook, and Youth & Adult Waiver & Release of Liability.

WAIVER AND RELEASE OF LIABILITY

In consideration of being allowed to participate in any way in **Thrive Learning Center** related events and activities, the undersigned:

1. Agree that the parent(s) and/or legal guardian(s) of the participant should inspect the facilities and equipment to be used, and if the parent or guardian believes anything is unsafe, he or she should immediately advise supervisor (advisor, manager, etc.) of such condition(s) and refuse to participate.
2. Acknowledge and fully understand that each member/participant will be engaging in activities that involve risk of serious injury, including permanent disability and death, and severe social and economic losses which might result not only from their own actions, inactions, or negligence but the action, inaction, and negligence of others, or the condition of the premises or of any equipment used. Further, that there may be other risks not known to us or not reasonably foreseeable at this time.
3. Assume all the foregoing risks and accept personal responsibility for the damages following such injury, permanent disability or death.
4. Release, waive, discharge and covenant not to sue **Thrive Learning Center** its affiliated clubs, their respective administrators, directors, agents, and other employees of the organization, other members/participants, sponsoring agencies, sponsors, advertisers, owners and lessors of premises used to conduct the event or activities ("Releasees") from any and all liability to each of the undersigned, his or her heirs, minors for which they are a guardian, and next of kin for any and all claims, demands, losses or damages on account of injury, including death and damage to property, caused or alleged to be caused in whole or in part by the negligence of the Releasees or otherwise.

I HAVE READ THE ABOVE WAIVER AND RELEASE, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND SIGN IT VOLUNTARILY.

Name of Member/Participant (print) _____

Name of Parent/Guardian (print) _____

Parent/Guardian Relationship (print) _____

Signature of Parent/Guardian _____

Address of Member/Participant _____

Telephone Number of Parent or Guardian _____

ADULT WAIVER AND RELEASE OF LIABILITY

In consideration of being allowed to participate in any way in **Thrive Learning Center** related events and activities, the undersigned:

1. Agree that the member/participant should inspect the facilities and equipment to be used, and if the member/participant believes anything is unsafe, he or she should immediately advise supervisor (advisor, manager, etc.) of such condition(s) and refuse to participate.
2. Acknowledge and fully understand that each member/participant will be engaging in activities that involve risk of serious injury, including permanent disability and death, and severe social and economic losses which might result not only from their own actions, inactions, or negligence but the action, inaction, and negligence of others, or the condition of the premises or of any equipment used. Further, that there may be other risks not known to us or not reasonably foreseeable at this time.
3. Assume all the foregoing risks and accept personal responsibility for the damages following such injury, permanent disability or death.
4. Release, waive, discharge and covenant not to sue **Thrive Learning Center** its affiliated clubs, their respective administrators, directors, agents, and other employees of the organization, other members/participants, sponsoring agencies, sponsors, advertisers, owners and lessors or premises used to conduct the events and activities ("Releasees") from any and all liability to each of the undersigned, his or her heirs, minors for which they are a guardian, and next of kin for any and all claims, demands, losses or damages on account of injury, including death and damage to property, caused or alleged to be caused in whole or in part by the negligence of the Releasees or otherwise.

I HAVE READ THE ABOVE WAIVER AND RELEASE, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND SIGN IT VOLUNTARILY.

Name of Member/Participant (print) _____

Signature of Member/Participant _____

Address of Member/Participant _____

Telephone Number of Member/Participant (_____) _____

SIGNATURE PAGE

1. *I have read and agree to abide by all of the principles in the **Code of Conduct**:*

Printed names of all family members:

Signatures of all family members:

Date: _____

2. *I have read and agree to abide by all of the principles in the **Thrive Member Terms of Agreement**:*

Printed names of parents/guardians:

Signatures of parents/guardians:

Date: _____

3. *I have read the above **Waiver and Release of Liability**, and I understand that I have given up substantial rights by signing it and sign it voluntarily.*

Printed names of parents/guardians:

Signatures of parents/guardians:

Date: _____