



CREATIVE CONNECTIONS LEARNING

Homeschool Enrichment

Policies & Procedures

2026-2027 School Year

*Please review each section carefully and initial where indicated.
If you have any questions, please reach out before signing.*

Creative Connections Learning

476 Hwy A1A, Suites 2B & 3B, Satellite Beach, FL 32937

Erika Iurcovich, M.Ed | 305-491-4590

www.creativeconnectionslearning.com

Sick Policy

If your child or anyone in your household has flu-like symptoms-fever, body aches, sore throat, runny nose, or cough not cleared by a doctor-please do not attend classes. Notify Erika as soon as possible so arrangements can be made to access learning materials at home if you wish.

Children must be symptom-free for at least 24 hours before returning to classes. Proper hygiene must be maintained-students must use tissues for runny noses and sanitize hands regularly. We are indoors for all classes and germs can spread quickly, so please use your best judgment when deciding whether to bring your child.

Students who have a fever, sore throat, or are visibly unwell may not attend classes. Parents will be called to pick up their child if needed. Repeated failure to comply with the sick policy may result in dismissal from the program.

Parent/Guardian Initials: _____ Date: _____

Behavior Policy

Students are expected to be respectful to teachers and to each other at all times. Bullying, teasing, foul language, excessive interrupting, disrespectful language or attitudes toward teachers, refusal to work, and disrupting the flow of learning will not be tolerated.

Classroom expectations will be posted in all rooms and reviewed with students as needed. We use a structured behavior management approach: students not meeting expectations will receive a verbal reminder ("1"), followed by a second reminder ("2") if the behavior continues. A third instance ("3") will result in the student being asked to take a break in the calm-down area. Erika will be notified and parents will receive a behavioral write-up anytime a student is sent out of the classroom.

If a student receives three write-ups in a 9-week term, a parent conference will be required before the student may continue attending. Further incidents after the conference will result in dismissal from the program.

Bullying, defiance, disrespectful attitudes, aggressive behavior, or talk of violent or school-inappropriate content (including guns, violent video games or movies, or using items as weapons, even in play) will result in an immediate write-up without warnings.

Erika retains the right to dismiss a student at any time. No refunds of enrollment fees or tuition will be given.

Parent/Guardian Initials: _____ Date: _____

School Work Expectations

Classes are designed to be rigorous and engaging. Students are expected to focus, participate, and put in their best effort during class time.

No grades will be given. Parents are responsible for ensuring their child is placed in the appropriate age group based on academic ability, not just age, and for monitoring their progress.

Homework and outside work are assigned for most classes and are expected to be completed so students can keep up with material and get the most out of class instruction.

Students seeking high school credit must log hours and stay on top of all assignments. Please speak with Erika about transcript documentation.

Students who are not keeping up with their work are not permitted to disrupt class instruction or distract their peers. If a student is consistently unprepared or not completing assignments, Erika will reach out to discuss next steps.

Each student has a daily notebook for each day of the week they attend, which contains all of their work for the semester. Notebooks go back and forth between home and school each day, and students are responsible for keeping them organized.

Most classes have aligned companion apps, and all students have accounts on our online hub at cclonline.base44.app. Parents should check in regularly for announcements, assignments, and class updates.

Parent/Guardian Initials: _____ Date: _____

Study Hall Expectations

Students in grades 3 and up staying for the full day (12:30-2:30) need to bring math and language arts work to complete during the entire 1:00-2:00 study hall period. Students should not be arriving to school day to day without work or a plan.

Parents needing guidance on programs or materials can consult with Erika. We have lots of suggestions and materials available for students without a program or a plan in place.

Students working on online programs on their own devices or the school's devices must be sitting at a table or desk with screens visible and working only on academics during study hall.

Parent/Guardian Initials: _____ Date: _____

Cancellation & Refund Policy

Materials for classes are prepared and printed in advance based on enrollment. By enrolling for a 9-week term, you are agreeing to pay the full term fee (or the remainder of the term if enrolling mid-term), even if you decide to discontinue classes partway through.

Student cancellations for any reason will not be credited or refunded. Makeup days are not available. The same policy applies to students dropping in for the day-no-shows and last-minute cancellations will not be refunded or credited.

School closures due to unforeseen circumstances such as hurricanes will not be credited, and assignments will continue as planned. Parents will be given instructions on how to access instructional materials at home as needed. If multiple days are cancelled, we may offer a make-up day, but these will not be structured classes.

Parent/Guardian Initials: _____ Date: _____

Drop-Off, Pick-Up & Late Policy

Drop-off is from 9:25-9:45. If you are dropping off and leaving, please ensure your child is signed in. You may text Erika at 305-491-4590 when you drop off if you prefer not to come inside-we will respond to confirm we have your child.

Pick-up is from 2:25-2:35. An adult must come inside for pick-up. If you have a sleeping baby or other reason you cannot come in, text Erika and we can walk your child out (there may be a short delay during busy pick-up times).

Late pick-up fees: \$5 for 5-15 minutes late, \$10 for 16-30 minutes late. Late fees must be paid at the time of pick-up (cash, PayPal, or Zelle). Repeated late pick-ups may result in dismissal from the program.

If someone other than the usual adult will be picking up your child, please notify Erika in advance and send a photo of the authorized person.

Parent/Guardian Initials: _____ Date: _____

Medical Conditions

Children being dropped off must have no known medical conditions that could require emergency medical intervention during the school day. If your child has a medical condition requiring the administration of any medication-including severe allergies that may require an EpiPen-you must remain on premises (inside the learning center or in the parking lot) so that you can administer treatment yourself.

No parent, teacher, or staff member will administer any medication to your child at the center, including over-the-counter or prescription medications.

Parent/Guardian Initials: _____ Date: _____

Cell Phone Policy

Students may bring cell phones to school but must not use them during class time or break time. Students may not take pictures, check social media, or share content with others during school hours. The only exception is texting or calling a parent as needed, for which students should ask permission first.

If a student needs repeated reminders to put their phone away, it may need to be stored in their backpack or with Erika during school hours. Parents will be notified if their child consistently has difficulty following the cell phone policy.

Parent/Guardian Initials: _____ Date: _____

Photos & Social Media

Teachers may take photos during classes to document activities. These may be shared with parents and occasionally posted on the Creative Connections Learning Facebook page or website. Please indicate your preference below:

____ I am fine with my child being in photos on social media.

____ I am fine with group photos only (no individual photos of my child).

____ I do NOT want my child's face in any photos on social media.

Parent/Guardian Initials: _____ Date: _____

Emergency Contacts & Authorized Pick-Ups

Please list all adults who can be contacted in case of emergency, as well as any adults authorized to pick up your child. If a different adult than usual will be picking up, please let Erika know in advance and send a photo.

Student Name(s): _____

Primary Contact: _____ **Relation:** _____ **Phone:** _____

Contact 2: _____ **Relation:** _____ **Phone:** _____

Contact 3: _____ **Relation:** _____ **Phone:** _____

By signing below, I acknowledge that I have read, understood, and agree to all policies outlined in this document. I understand that violation of these policies may result in dismissal from Creative Connections Learning, and that no refunds will be given.

Parent/Guardian Name (Print): _____

Signature: _____ **Date:** _____

Creative Connections Learning

Health & Hygiene Policy, 2026-2027

Because our students share classrooms, materials, and close working spaces, basic hygiene practices are essential to keeping our community healthy. This policy outlines the non-negotiable expectations every family must follow for their child to attend CCL classes.

Wellness Requirements

Students may **not** attend class if they have:

- A fever (100.4°F+) within the past 24 hours without fever-reducing medication
- A persistent wet or productive cough without a current doctor's note on file stating it is non-contagious
- Thick, colored, or excessive nasal discharge (clear/thin drainage from documented allergies is acceptable)
- Vomiting or diarrhea within the past 24 hours
- An undiagnosed rash, pink eye, or other potentially contagious condition
- Visible illness, lethargy, or inability to participate comfortably

For chronic conditions (allergies, asthma, etc.), one doctor's note per school year is sufficient unless symptoms change.

Hand Hygiene

Most of our learning spaces do not have immediate access to running water, and teachers cannot stop instruction to walk students to a bathroom. For this reason, in-classroom hand cleaning is required. Students must clean their hands:

- After sneezing, coughing, or wiping/blowing their nose
- Before and after eating
- Before handling shared materials
- Any time hands are visibly soiled

Acceptable hand-cleaning methods:

Option	Details	Provided By
Hand sanitizer (CCL-supplied)	Available in every classroom	CCL
Personal hand sanitizer	Brand of your choice	Family
Sanitizing hand wipes	Must be antibacterial/antiseptic	Family

Families who prefer not to use CCL-provided sanitizer must send an alternative with their child. Opting out of hand hygiene entirely is not an option.

Masks

Disposable masks are available at CCL for any student who would like to wear one. We offer masks to students who:

- Have a lingering cough after an illness has passed (with a doctor's note on file)
- Are having trouble keeping their hands away from their nose or mouth
- Would simply like to wear one for any reason

Students are not required to wear masks. However, students who are unable to maintain hygiene expectations or follow the policies outlined in this document will be sent home.

Enforcement

Students who arrive to class visibly ill, with an uncleared wet cough, or who repeatedly refuse to follow hand hygiene or respiratory etiquette expectations **will be sent home**. A parent or emergency contact will be called for immediate pickup. The child may return once they meet the wellness requirements above and/or are prepared to follow hygiene expectations.

By signing below, I confirm that I have read and understand CCL's Health & Hygiene Policy. I agree to follow these requirements and understand that my child may be sent home if they do not meet the wellness or hygiene standards outlined above.

Parent/Guardian Name (print):

Parent/Guardian Signature:

Date:

Student Name(s):



CREATIVE CONNECTIONS LEARNING

Homeschool Enrichment

Release of Liability

2026-2027 School Year

READ CAREFULLY - THIS AFFECTS YOUR LEGAL RIGHTS

*Please review this document thoroughly before signing.
If you have any questions, please reach out before signing.*

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RELEASE OF LIABILITY - Creative Connections Learning LLC

In exchange for participation in the activity of Educational Enrichment Classes organized by Creative Connections Learning LLC, of 476 Hwy A1A #2B, Satellite Beach, Florida, 32937, and/or use of the property, facilities, and services of Creative Connections Learning LLC, I agree for myself and (if applicable) for the members of my family, to the following:

1. AGREEMENT TO FOLLOW DIRECTIONS. I agree to observe and obey all posted rules and warnings, and further agree to follow any oral instructions or directions given by Creative Connections Learning LLC, or the employees, representatives, or agents of Creative Connections Learning LLC.

2. ASSUMPTION OF THE RISKS AND RELEASE. I recognize that there are certain inherent risks associated with the above described activity and I assume full responsibility for personal injury to myself and (if applicable) my family members, and further release and discharge Creative Connections Learning LLC for injury, loss, or damage arising out of my or my family's use of or presence upon the facilities of Creative Connections Learning LLC, whether caused by the fault of myself, my family, Creative Connections Learning LLC, or other third parties.

3. INDEMNIFICATION. I agree to indemnify and defend Creative Connections Learning LLC against all claims, causes of action, damages, judgments, costs, or expenses, including attorney fees and other litigation costs, which may in any way arise from my or my family's use of or presence upon the facilities of Creative Connections Learning LLC.

4. FEES. I agree to pay for all damages to the facilities of Creative Connections Learning LLC caused by any negligent, reckless, or willful actions by me or my family.

5. CONSENT. I, _____, consent to the participation of my child(ren) _____ in the activity of Educational Enrichment Classes, and agree on behalf of the above minor to all of the terms and conditions of this Agreement. By signing this Release of Liability, I represent that I am the biological parent of, have legal authority over, and custody of the above named minor child(ren).

6. MEDICAL AUTHORIZATION. In the event of an injury to the above minor during the above described activities, I give my permission to Creative Connections Learning LLC or to the employees, representatives, or agents of Creative Connections Learning LLC to arrange for all necessary medical treatment for which I shall be financially responsible. This temporary authority will remain in effect until terminated in writing by the undersigned or when the above described activities are completed. Creative Connections Learning LLC shall have the following powers:

- a. The power to seek appropriate medical treatment or attention on behalf of my child as may be required by the circumstances, including without limitation, that of a licensed medical physician and/or a hospital;
- b. The power to authorize medical treatment or medical procedures in an emergency situation; and
- c. The power to make appropriate decisions regarding clothing, bodily nourishment, and shelter.

7. APPLICABLE LAW. Any legal or equitable claim that may arise from participation in the above shall be resolved under Florida law.

8. NO DURESS. I agree and acknowledge that I am under no pressure or duress to sign this Agreement and that I have been given a reasonable opportunity to review it before signing. I further agree and acknowledge that I am free to have my own legal counsel review this Agreement if I so desire. I further agree and acknowledge that Creative Connections Learning LLC has offered to refund any fees I have paid to use its facilities if I choose not to sign this Agreement.

9. ARM'S LENGTH AGREEMENT. This Agreement and each of its terms are the product of an arm's length negotiation between the Parties. In the event any ambiguity is found to exist in the interpretation of this Agreement, or any of its provisions, the Parties, and each of them, explicitly reject the application of any legal or equitable rule of interpretation which would lead to a construction either "for" or "against" a particular party based upon their status as the drafter of a specific term, language, or provision giving rise to such ambiguity.

10. ENFORCEABILITY. The invalidity or unenforceability of any provision of this Agreement, whether standing alone or as applied to a particular occurrence or circumstance, shall not affect the validity or enforceability of any other provision of this Agreement or of any other applications of such provision, as the case may be, and such invalid or unenforceable provision shall be deemed not to be a part of this Agreement.

I HAVE READ THIS DOCUMENT AND UNDERSTAND IT. I FURTHER UNDERSTAND THAT BY SIGNING THIS RELEASE, I VOLUNTARILY SURRENDER CERTAIN LEGAL RIGHTS.

NOTICE TO THE MINOR CHILD'S NATURAL GUARDIAN

READ THIS FORM COMPLETELY AND CAREFULLY. YOU ARE AGREEING TO LET YOUR MINOR CHILD ENGAGE IN A POTENTIALLY DANGEROUS ACTIVITY. YOU ARE AGREEING THAT, EVEN IF THE RELEASEE USES REASONABLE CARE IN PROVIDING THIS ACTIVITY, THERE IS A CHANCE YOUR CHILD MAY BE SERIOUSLY INJURED OR KILLED BY PARTICIPATING IN THIS ACTIVITY

BECAUSE THERE ARE CERTAIN DANGERS INHERENT IN THE ACTIVITY WHICH CANNOT BE AVOIDED OR ELIMINATED. BY SIGNING THIS FORM YOU ARE GIVING UP YOUR CHILD'S RIGHT AND YOUR RIGHT TO RECOVER FROM THE RELEASEE IN A LAWSUIT FOR ANY PERSONAL INJURY, INCLUDING DEATH, TO YOUR CHILD OR ANY PROPERTY DAMAGE THAT RESULTS FROM THE RISKS THAT ARE A NATURAL PART OF THE ACTIVITY. YOU HAVE THE RIGHT TO REFUSE TO SIGN THIS FORM, AND THE RELEASEE HAS THE RIGHT TO REFUSE TO LET YOUR CHILD PARTICIPATE IF YOU DO NOT SIGN THIS FORM.

Print Name: _____

Signature: _____ **Date:** _____