



Thank you for choosing Studio Bella Learning Pods! We are very excited and determined to serve your families and help lighten your load. This is a new adventure for all of us! There will be glitches and challenges and possibly some obstacles that we'll have to work through with so many different schedules, online platforms, and personalities :) but we've got this!

If you don't see the answer to your question here, no problem. Give us a call or send us an email.

### **What is the goal of each Pod?**

To provide a space and an environment that is safe, social, structured and nurturing for your child to attend their school virtually. Through this process our Learning Coaches will make sure that your children are on schedule and attentive to synchronous or asynchronous learning. As a part of their day, and as time allows, we will also provide supplemental learning and fun through our Studio Bella STEAM projects.

### **Who will be my child's teacher and who are the Learning Coaches?**

Your child's teacher will be the educator from your school who has been assigned to teach your child the required district curriculum each day, for the 2020-2021 school year. Our Learning Coaches are current and retired educators who will come alongside your children while they are in our care, to guide them through their daily schedule that has been set for them by your school. In addition, our Learning Coaches will guide their downtime and extra-curricular activities by enjoying lunch with them, taking to recess and doing a prepared Studio Bella STEAM project on certain days. Your children's Learning Coach will monitor the safety protocols against COVID-19 consistently throughout the day.

### **What is the schedule and is it set in stone?**

Pea Pod - 7:30am-3:30pm

Pepper Pod (extended day) – 7:30am-5:30pm

Our schedule is evolving as the situation evolves. **Our beginning and ending times may vary within a 15 minute window at this time. Please be patient as we wait for more guidance for schools.**

### **Is tuition due weekly or monthly?**

Parents will receive their invoice on the 1st of the month for that month. For example, on September 1, a parent would receive an invoice for the month of September. Parents have a full week to pay tuition. Tuition is due on the 7th of every month.

### **What if I want to withdraw from the program early to go back to in-person learning?**

We hope your child is here to stay for the first quarter of school. We do understand that if school does change to in-person, some of you will want to go back on campus. If you should decide that this is best for your family, here is our policy:

1. **A two-week written notice** with the last day your child is planning to attend is required. Please understand this will help us to determine if the pod remains viable for the students that want to continue Pods. It will also help us plan staff wise. Our teachers have dedicated their time and if their position may be eliminated, we would like to give them as much notice as possible.
2. Please note that your **registration fee is nonrefundable**. Once you withdraw, in order to attend again, you must repeat the registration process.



### **What is required from each family by Wednesday, September 2 and how should it be sent?**

ALL information regarding your child's virtual learning plan. It should be sent via email with your child's full name as the subject line. Please send to: [marci@studiobellaforkids.com](mailto:marci@studiobellaforkids.com)

This includes:

- ALL information regarding your child's virtual learning plan
- The schedule for synchronous learning
- Assignments
- Log ins/Passwords so that we may help your child as needed
- A list of asynchronous learning
- A list of applications your child will be using
- Any custody agreements so we know who is supposed to pick up and when

### **What is required from each family before Friday, September 4?**

1. A Covid test. Please scan or take a picture of the results and send via email with your child's full name as the subject line. Please send to: [marci@studiobellaforkids.com](mailto:marci@studiobellaforkids.com)
2. Your first tuition payment

### **What should families do before coming to Studio Bella Pods?**

**Please go over the following with your children** so that they are comfortable and familiar:

- All computer and program log ins and passwords
- Make sure children have seen the programs they will be working with at least once
- Studio Bella Pod Agreement (see below)

### **Will we be able to meet our child's Learning Coach before the start of the Pods?**

Yes! The date and time of your Zoom meeting will be sent so that you can meet them and also see who is in your child's Pod.

### **Once Pods begin, if we see a friend, can we transfer to another Pod?**

At this time each Pod is filled to capacity with careful planning. We kept siblings together upon request and did our best to combine similar grades and schools together. We will not be able to allow transfers.

### **If my child doesn't understand an assignment, will you help them?**

If students have questions, we are going to first guide them to find their way independently by working with their teachers, as that is what schools would prefer. We want them to be problem-solvers and be successful. We know this may be a different learning experience from the spring, so we are prepared to help them where it is needed.

### **Will children be at recess together?**

Pods will be social distancing from other pods as we do our part during the pandemic.

### **How will the restroom breaks work?**

Each Pod will have its scheduled bathroom window so Pods do not mix with other Pods. If a child needs to go at another time, we will have them go one by one.



### **How will snacks and lunch work?**

Our goal is to have snacks and lunch outside as much as possible since masks will be off. Kids will be spaced out per guidelines.

### **What should the children bring with them each day (every child will have a private cubby for the duration of the Pods)?**

- PATIENCE :)
- Mask (multiple)
- Headphones
- A laptop or tablet, etc. along with a power cord if needed (please label if possible)
- Lunch
- Two snacks (one for morning and afternoon)
- Water bottle (please label)
- Markers, scissors, tape and glue (please label everything) in a bag
- Any supplies that your school or teacher have requested to have during learning time
- A sweater if they get cold
- A beach towel to serve as an island when we have outdoor learning/steam time
- An extra book AND an extra journal (notebook) for in between times while they are waiting on other students to finish

### **Can we come visit our child during the day?**

For safety reasons, visiting is strongly discouraged. We are going to do our best to limit the traffic in the building to only the students and Studio Bella staff. However, visiting is not prohibited. Please let us know when you would like to come and visit as all doors will remain locked at all times.

### **What is the Studio Bella Pod Agreement?**

This is an agreement that will be signed by each student at the beginning of each quarter. **We would ask that you go over this agreement with your child before Pods begin.**

- Be respectful to Coach and other Adults. They are here to help you learn and have fun.
- Be kind to other Pod learners. If you have a problem with another Pod learner, please let a leader know.
- Help others... especially those younger than you. Younger kids can help older kids too!
- Be on task with online learning during virtual time.
- Create to the best of your ability and challenge yourself.
- Clean up your messes and keep your Pod area neat.
- Stay with your group when you are inside or outside.
- Do not leave the Pod grounds unless you have been checked out.
- Keep the bathroom neat, always flush and wash your hands.
- Participate in group activities - Games are more fun when everyone participates.
- Learn, encourage others and have fun!



### What is the Three-strike Rule?

Studio Bella follows the district's Three-strike Rule. A definition of a strike is (but not limited to):

- A student striking a child w/o that child provoking him/her.
- Three documented incidents of disrespectful behavior/refusing to cooperate or participate/lying to a Learning Coach/Director/taking things that do not belong to him/her.
- Destruction of the Pod building or other students' property.
- Using the bathroom outside or purposely using the bathroom in any spot that is not a toilet or urinal.
- Inappropriate touching of another student.
- Leaving the campus

One strike may require a mandatory conference, depending on the severity of the strike. Two strikes will require a mandatory conference, behavior plan or suspension depending on the severity of the behavior. Three strikes will result in removal from the program.

### How else can we help to make this successful?

We ask of you **3 daily things** that would really help to make this successful for all:

- Patience/Communication - they should go hand in hand. We'll communicate with you daily, feel free to do the same if you have questions or concerns
- Be on time for your designated drop-off (will be determined based on your child's schedule)
- Be on time for pick-up

### NUT FREE?

**NO actually!** Studio Bella has always been a nut free facility because typically we have at least one student/camper who is allergic to nuts. However based on your registrations, we do not show anyone to be allergic to nuts. Please notify us immediately if this is not correct. Otherwise, bring on the peanut butter and jelly!

### Will there be a daily HEALTH CHECK?

**YES!** We will take your child's temperature daily but there is **one more thing you will be required to do daily** and that is to complete our **Covid-19 Daily Checklist**. It takes seconds to answer 2 questions and submit. You can do this on your computer or your phone. [Click here for the link](#). You will find this on our website under Pod Learning. **You must do this every morning for each child.** A report will be sent to us every morning.

### What is the dress code?

A perk to the Studio Bella Pods! No uniforms necessary, unless you just want to have lots of school spirit! Come in play clothes, but don't forget a sweater or sweatshirt or something for when the rooms get chilly, it happens.



### **Drop off - what if my child's start time is different from the other students in the Pod?**

For the first week, all of the students need to arrive at 7:30am. This will allow time for all the students to get upstairs and situated in their new surroundings, set up and logged in with time to breathe and get comfortable. During the first week, the Learning Coaches will report their arrival times to us based on the children's schedules. Starting week 2 we expect to see children arrive from 7:30am to 8:00am. The latest start time that we are currently aware of is 8:20am. **With this in mind, please drop your child off daily in a timely manner which allows them to not have to rush to get inside and log on at the appropriate time.**

### **For the first week, do we park somewhere and walk our child over to their Learning Coach?**

Yes. You can park and get out and walk your child over or you can stand by your car and watch them. Their Pod color will be easy to see. **However, please keep in mind that drop off is not the time to ask all the questions that you have.** We will be social distancing in the garden area and only staying long enough for every child to arrive. Please email your questions or call us before drop off and pick up each day so this process can run safely, quickly and smoothly. Remember, weeks 2-9 you will drop off at the steps.

### **Can my child's supplies be left in the classroom?**

For sure! Each child will have a "cubby" where they can leave their supplies, sweater, extra masks, free time book etc.

### **Can my child use your microwave to heat up their lunch?**

We apologize for any inconvenience, but no. For health and safety reasons we have even asked our staff to bring cold lunches only or bring one of the very cool lunch boxes that are made to keep food warm. Check out this option for example! [Yeti Daytrip Lunch Box](#).

### **Is there a scanner or printer for my child's use?**

We ask that you take care of any printing or scanning from home but we will assess this case by case and see what we can do to help.

### **What if we are running late or my child is sick and won't be coming at all?**

Please keep this number handy for the next 9 weeks. This is the number you will call to let us know things of this nature. **972-543-3883**

### **What if I need to pick up my Pepper Pod earlier than 5:30?**

We will schedule ourselves to be at the door daily at 4:30pm. You will need to come to our entrance steps and give us your security number. We will get your child for you. Anytime earlier than 4:30pm you must call us each time to let us know, **972-543-3883**. There will not be someone at the door before 4:30pm.

### **How can I get in touch with my child's Learning Coach? May I have her cell number?**

If you have academic questions, we ask that you contact your child's teacher. If you are just wondering if your child is doing well because maybe they had a rough morning, checking to see if he/she might have forgotten their water bottle, and other personal related questions, please email or call us **972-543-3883** and we will address these needs and get answers for you. At this time, we are not going to give out the Learning Coaches cell numbers as they will not have time during the day to assist you.



**Can you add another email to all the communications that you send out?**

I'm very sorry, I know this would make life easier for some of you. Unfortunately, our software only allows one primary contact email and several caregiver emails. I don't add the caregivers to the communications because then all of our information would go to everyone's caregiver list and that might get annoying for some. Please let me know if you want to change your primary email but otherwise we hope it isn't too inconvenient to forward our information on to the person(s) of your choice.

**What is my child's Security Number? What color is my child's Pod? What are your Drop Off and Pick Up instructions?**

We sent emails yesterday with all of that information. If you did not receive it please let me know right away and I will forward it to you. [marci@studiobellaforkids.com](mailto:marci@studiobellaforkids.com)

**How do I pay my first invoice?**

You should have received an email by now from our Accounting Dept. Please let me know asap if you have not received it.