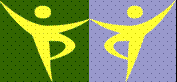
Clinical Connections

**SpeechKids/ OT Kids  
Play Partners**

**Jamberry Center   
Classroom Connection  
Culture Club  
North Shore Teen Center  
Transition Connection**

**

2219 Lakeside Drive

Bannockburn, IL 60015

847/234-0688 voice

847/234-0687 fax

**Outing Guidelines and Expectations**

**Parent/Guardians**

-When arriving at or departing an outing, please check-in with Clinical Connections Staff.

-Label all items, including clothing. Contact Clinical Connections to inquire about lost and found items. Clinical Connections cannot be responsible for lost or stolen items. If you are missing items from the past outing, please call 847-234-0688.

-Notify the program leader in advance by written notice if someone other than parent is picking up participant after the outing.

-Contact the Clinical Connections office if participant will be absent from the outing.

**Pick up/Drop off Policy**

-Parents/guardians should adhere to scheduled pick up/drop off times. Parents/guardians must provide supervision until the scheduled start time as stated on outing flyer. Staff are not available to provide supervision prior to the start of outings due to preparations for outing. Pick up your participant on time as staff may have other work responsibilities following the program. The staff appreciates your cooperation in this matter. For safety reasons, parents/guardians must check in with the program leader when dropping off or picking up a participant.

**Participant Expectations**

-Participants must have 100% bathroom and toilet independence.

-Overall appearance should be clean (hair, face, teeth, hands, nails, etc.).

-Clean, dry clothing appropriate for outing participation and weather conditions

-Show respect to all participants and staff; take direction from staff

-Refrain from using abusive or foul language

-Refrain from causing bodily harm to self or others

-Show respect to equipment, supplies, facilities, and other members of the community

-Maintains competence in respecting personal space.

**When Illness Occurs**

In consideration of other participants and Clinical Connections staff and to prevent the spread of contagious illnesses, it is recommended that participants refrain from attending outings if any of the following symptoms have been present within the last 24 hours:

1. Fever of 100 degrees or higher.

2. Vomiting.

3 Persistent diarrhea in conjunction with other symptoms.

4. Contagious rash or a rash of unknown origin.

5 Persistent cough and/or cold symptoms.

6. "Pink eye" (conjunctivitis) or discharge from the eye.

Please refer to formal illness policy for more details.

**Outing Size**

All outings have a minimum or maximum size.

Outings may be canceled or postponed if adequate registration is not met.

**Staff Ratios in Programs**

Clinical Connections’ outings are staffed according to the needs and abilities of participants as well as the nature of a particular outing. Participants are expected to work in a 4:1 student to adult ratio. Please contact us with further questions.

**Who is the Program Leader?**

Clinical Connections attempts to secure and place leaders at each program as soon as adequate registration is received. You will be contacted by the assigned leader a week before the outing. Clinical Connections strives for staff consistency, however, staff changes and reassignments may take place. Careful consideration is utilized when determining staff assignments and developing grouping.