

THRIVE TO FIVE

Program Handbook

2022-2023



Thrive to Five Family Resource Center

*2130 E. Howe Ave
Tempe, AZ 85281*

*(480) 894-5574
Ext. 7093/7094*

WE BELIEVE.....

- All children, staff and families interact and positively reinforce each other.
- Learners of all ages are provided a variety of opportunities to reach their full potential.
- Caregivers are actively involved in interacting and participating in all parent workshops and parent-child interactive classes
- The uniqueness and strengths of each family and our staff is important.
- All people should be treated as equals and shown dignity and respect and therefore we are an equal opportunity center and do not discriminate against students or staff

Thrive to Five Vision

Developing healthy and empowered families

Thrive to Five Mission

Helping families prepare children for success in school. We strive to build healthy and empowered families by providing free classes, resources, referrals and information on child health and development.

THRIVE TO FIVE PHILOSOPHY

First Things First Thrive to Five Family Resource Center

Thrive to Five, in partnership with First Things First, has developed a Family Resource Center providing quality, comprehensive, diverse and streamlined services centered on a holistic view of early childhood education, with neighborhood outreach as a core component. The inclusive services offered at the Family Resource Center create a unique collaboration between the educational environment, families, and communities combined with staffing support from caring, knowledgeable professionals. The intent of the Family Resource Center is to increase families' access to concrete support and services in times of need; improve knowledge of parenting and child development; foster parental resilience; successfully connect families to support in the community; and promote social and emotional competence in children. The resource center embraces family centered practice which is based upon the belief that the best way to meet a person's needs is within their families and that the most effective way to ensure safety, permanency, and well-being is to provide services that engage, involve, strengthen, and support families. Thrive to Five Family Resource Center is part of the Tempe Elementary School District and provides family support and community referrals to parents and/or caregivers of children ages birth to five years old. We offer free educational programs including early literacy, nutrition, child development, art and literacy, STEAM, and kindergarten readiness classes to promote the understanding of early childhood development. Thrive to Five offers a two-generational approach giving families and caregivers the knowledge, skills and resources to help children prepare for success in school. Support for the Thrive to Five Family Resource Center, is provided by a grant from First Things First, which partners with families and communities to give all Arizona children the opportunity to arrive at kindergarten healthy and ready to succeed.

Learn more at www.FirstThingsFirst.org and <http://www.thrivetofive.org/>

Key components of family-centered practice include:

- Engaging with family members to understand their lives, goals, strengths, and challenges and developing a relationship between family and resource center staff
- Working with the family to set goals, strengthen capacity, and make decisions
- Providing individualized, culturally responsive, and evidence-based interventions.

PROCEDURES

Thrive to Five: FRC (Family Resource Center)

Office Hours: 8:00-4:30 (Monday, Wednesday and Thursday)
8:00-5:30 (Tuesday)
8:00-1:00 (Friday)
Saturday: Refer to monthly calendar

Class Times and Descriptions

- Refer to monthly calendar and/or Thrivetofive.org

Parking

- Covered parking is available in the parking lot
- Parking is available in the Parent Pick Up Line between the hours of 8:30-1:30 Monday-Thursday and 8:30-12:00 on Friday.

FRC:

- When the gate is locked, please ring the doorbell and a staff member will escort you back to the FRC or childcare room

FRC Expectations

Participation

- All registered caregivers are encouraged and expected to actively participate in the parent workshops and parent-child interactive classes throughout the session.
- Follow class expectations and norms when participating in classes/workshops
- Be respectful and courteous when working with other families, children and Thrive to Five staff
- If your child is having difficulty attending, please step outside the FRC until your child is calm
- Please limit cell phone use and side conversations during the class and/or workshop
- Please redirect your child when they are off task

Nursing

- For your privacy, please nurse in the cozy area of the FRC
- Please be respectful to all families and comfort levels when nursing (please cover when nursing)
- Nursing blanket/cover is available upon request

Water

- Water is available upon request (a Thrive to Five staff member will provide water as needed)

Sign In/Out

- Childcare room- all children must be signed in and out
- All families will need to sign in and out of the FRC

Arrival and dismissal

- Due to district policies and procedures, please arrive no more than 15 minutes before class start time.
- Staff requires adequate time to set up before a class and to properly clean and disinfect after a class. All families who enter the family resource center must be supervised by a staff member, therefore please ensure that you have transportation to and from class.
- The courtyard is not available after class has ended unless a Thrive to Five staff member is available to assist in the courtyard. Safety and supervision of all children on campus is our first priority.

Classroom Supplies, Equipment and Materials

- Please be mindful and respectful of all classroom materials, equipment and supplies.
- Consult with a Thrive to staff member for access to needed materials, equipment and supplies.
- Children and adults are not permitted behind any workspace.

Activity Registration

Registration for classes

- Please register online (Thrivetofive.org) or call 480-894-5574, Ext. 7093 or 7094. All participants, including infants, must be registered.
- Each registered child must be accompanied by his/her registered parent/guardian/caregiver at all times while on campus.

Attendance

- All adults and children 0-5 yrs. old attending a class or workshop must be registered
- Maximum of Two children (0-5 yrs. old) per registered family are permitted to attend a class (excluding infants in a stroller)
- Must arrive to class on time. If you are going to be late, please notify staff. Accurate attendance is critical for tracking attendance for First Things First.
- Due to program guidelines and procedures for children 0-5 years old, children 6 years old and older cannot be permitted to attend Thrive to Five classes or childcare.

Confirmation and Cancellation

- A text message will be sent at least 24 hours prior to confirm or cancel your registration and attendance
- Please reply to the text to confirm your attendance by 3:00 p.m. on the day that you received the text
- Please notify Thrive to Five immediately if you are unable to attend so we can plan accordingly and allow others on the waitlist to attend

Childcare Expectations

- All children must be signed in and out
- Only children ages 0-5 may participate in childcare
- Parents/caregivers are responsible for diapering and toileting their child
- Parents/caregivers are responsible for feeding their child (no food allowed in the childcare room), water is permitted
- No outside toys are allowed in the childcare center
- Childcare is available until capacity has been reached. Only 2 children 0-5 years old per registered adult allowed may participate in childcare.

(Please complete the forms on the following pages and return to Thrive to Five Staff.)



Please sign and return this form to Thrive to Five staff.
(Signature required to participate in Thrive to Five activities)

- I have received a copy of the 2022-2023 Thrive to Five Family Resource Center Parent Handbook. I agree to read the handbook, and abide by the policies stated within.**

Parent Name (Printed): _____

Parent Signature: _____

Name(s) of Child(ren) age 5 and under: _____

Date: _____



Consent and Release

I understand and agree to the following terms and conditions which include, but are not limited to, allowing First Things First - Arizona Early Childhood Development and Health Board to use my story, name, picture, and/or video on its website, in emails and for other legislative, media and promotional purposes.

I have read and fully understand the terms of this release. (If you are under 18 years of age, a parent or guardian must sign.)

Signature / Firma: _____

Printed Name / Nombre con Letra de Molde: _____

Minor's Name (if applicable) / Nombre del Menor (si esto aplica): _____

Address / Domicilio: _____

City, State ZIP / Ciudad, Estado, CP: _____

Phone / Teléfono: _____

Date / Fecha: _____

I request that photos **NOT** be taken of my family members or myself.
Solicito que NO se tomen fotos de los miembros de mi familia o de mí mismo.

I hereby irrevocably grant in perpetuity to First Things First/Thrive to Five – Arizona Early Childhood Development and Health Board, its legal representatives or assigns, affiliates and those acting under its permission and upon its authority, or those for whom First Things First – Arizona Early Childhood Development and Health Board, is acting, the absolute right and permission to:

(a) copyright, use, re-use, publish, and republish, and to license the right to use, re-use, publish and republish, photographic portraits or pictures of me or in which I may be included intact or in part, composite or distorted in character or form, in any medium or form of distribution without restriction as to changes or transformations in conjunction with my own or a fictitious name, or reproduction hereof in color or otherwise, made through any and all media now or hereafter known for any purposes whatsoever, including, without limitation, illustration, art, promotion, advertising or trade;

(b) copyright, use, re-use, publish and republish, and to license the right to use, re-use, publish and republish my likeness and/or voice on film or videotape, to edit or change or alter such recording(s) at its sole discretion in which I may be included in whole or in part, or composite or distorted in character or form, in any medium or form of distribution without restriction as to changes or transformations in conjunction with my own or a fictitious name, or reproduction hereof in color or otherwise, made through any and all media now or hereafter known for any purposes whatsoever, including, without limitation, illustration, art, promotion, advertising or trade; and/or

(c) copyright, use, re-use, publish and republish, and to license the right to use, re-use, publish and republish my testimonial and edit such testimonial in its sole discretion, in any medium or form of distribution without restriction as to changes or transformation in conjunction with my own or a fictitious name, made through any and all media now or hereafter known for any purposes whatsoever, including, without limitation, illustration, art, promotion, advertising or trade.

It is my understanding that I will receive no compensation for my likeness or testimonial.

I hereby waive any right that I may have to inspect and/or approve the finished product or the advertising copy or printed matter that may be used in connection with my likeness or testimonial or the use to which it may be applied. I agree that I have no rights to the photographs, reproductions, negatives, videos or films, and all rights to such materials belong to First Things First – Arizona Early Childhood Development and Health Board.

I hereby release, discharge and agree to save harmless First Things First – Arizona Early Childhood Development and Health Board and its employees or agents, affiliates, legal representatives or assigns and all persons acting under its permission or upon its authority or for whom it is acting, from any liability by virtue of any publication of my likeness or testimonial, including, without limitation, claims for libel or invasion of privacy, as well as any liability arising by virtue of any blurring distortion, alteration, optical illusion of use in composite form, whether intentional or otherwise, that may occur or be produced in the making of such picture or recording(s) or in any processing tending towards the completion of the finished product.

I hereby warrant that I am of full age and have every right to contract in my own name in the above regard. I state FURTHER that I have read the above AUTHORIZATION and release prior to its execution, and that I am fully familiar with the contents thereof. This agreement shall be binding upon me and my heirs, legal representatives and assigns.

[FOR MINORS ONLY] If you are under 18 years of age, your parent or legal guardian must sign this Consent and Release Form and provide the information requested below. I certify that I am the parent or legal guardian of the individual submitting this content and I agree that I have read this document completely before agree to its terms and conditions and I understand its contents.

**Thrive to Five Family Resource Center
Parent Information Form
2022-2023**

Child Information

Please list the names and ages of children in your care who are 0-5 years old and not enrolled in kindergarten.

First Name	Last Name	Age
First Name	Last Name	Age
First Name	Last Name	Age

Adult Information

Please list the names of adults who might be attending Thrive to Five Family Resource Center classes and/or events in the 2022-2023 school year.

First Name	Last Name	Relationship to Child
First Name	Last Name	Relationship to Child
First Name	Last Name	Relationship to Child

Primary Contact Information:

Phone Number:

Email:

Zip Code:

Would you like to be connected to community resources?

Yes

No

Would you like to receive emails/newsletters about the Thrive to Five Family Resource Centers' classes and services?

I am already receiving emails

Yes

No

Complete the information below and we will contact you to discuss your needs and connect you to local resources that are available to you and your family.

Check all that apply:

Clothing Assistance

Food Assistance

Parenting Workshops

Baby Needs Assistance

Childcare/Preschool Info.

Clothing Assistance

Housing/Utility

Child Development Concerns:

Vision/Dental Screenings:

Other Resources (please specify):

How did you hear about us?
