



August 2018

Dear Parents,

We have had a great summer session of Day Program and camps! Thank you to everyone who participated in activities this summer. Enclosed are the details for our upcoming programs and activities for Fall 2018. Please read through the notes below and take a look at the program descriptions to see what fun and educational activities are being offered this session.

Space is limited in each program, so we ask that you please submit your registration form and payment as soon as possible to secure a spot. Programs will be filled on a first come, first serve basis. For questions about availability, please contact Kayle. Note, this session we are putting a minimum amount of participants for each program. We are requiring that each program have at least 5 participants signed up. We will let you know one week prior if we have not met the minimum required. This allows us to maximize our resources.

**All participants must be registered for a program in order to attend.** Programs have size restrictions and in order for us to adequately staff each activity, we must know who is attending ahead of time. We ask that you please fill out and submit the Registration Packet, along with your payment, prior to the start of programs.

In order to ensure the safety of our program participants, we require that individuals who need 1-on-1 assistance to please come with a guardian or aide. **We also ask that all parents and/or staff come and sign their loved one in at the start of each class.** If your participant is unable to attend a program, we ask that you call at least 24 hours in advanced to receive reimbursement.

**REGISTRATION CHECKLIST:**

- \_\_\_\_\_ Program Participant Information Sheet
- \_\_\_\_\_ Fall Program Sheet
- \_\_\_\_\_ Waiver (2 pages)
- \_\_\_\_\_ Payment

\*ALL participants must please sign an updated waiver form each year.

If you have any questions or concerns, please feel welcome to contact us at [kayle@hannahandfriends.org](mailto:kayle@hannahandfriends.org) or 574-217-7860.

Sincerely,

Kayle Sexton  
Director of Operations  
[kayle@hannahandfriends.org](mailto:kayle@hannahandfriends.org)

Kate Koval  
Director of Finance  
[cfo@hannahandfriends.org](mailto:cfo@hannahandfriends.org)

51250 Hollyhock Road  
South Bend, IN 46637  
[www.hannahandfriends.org](http://www.hannahandfriends.org)



August 2018

Dear Parents,

We promote a healthy and safe environment at Hannah & Friends Neighborhood. We want all participants and their families to feel secure. There are three major activities that take place on our grounds excluding the residential homes which are run by Logan. We have evening activities including dances, karaoke, and many more that are held throughout the year. We have our summer camp that is held exclusively in the summer. We have our Day Program which will run throughout the year.

We have a clear policy on "bullying" for the protection of all participants, workers, and volunteers. Simply stated it reads

"Hannah & Friends Neighborhood has a three strikes rule when it comes to bullying and bad behavior. The first time this happens, the individual will be written up and the family will be notified of the infraction. The second time this happens, the individual will be written up and the family will be contacted to come pick him/her up not returning for any activities the rest of the day. Both the participant and the family will be informed that a third infraction will lead to dismissal from all programs at Hannah & Friends Neighborhood. There is only one exception. If at any time, an infraction is serious, the individual can be dismissed immediately."

This policy exists to protect everyone and support our mission where those with "Different Abilities" can have a neighborhood where they are treated truly special.

Warm Regards,

Maura Weis

51250 Hollyhock Road  
South Bend, IN 46637  
[www.hannahandfriends.org](http://www.hannahandfriends.org)



## Fall 2018 Program Descriptions

### **COOKING & NUTRITION**

This semester during cooking we will be trying new foods! Join us as we make fun and exciting meals while learning about nutrition. Each class, participants will learn about different cuisines from around the world focusing on a new country each class. We will make a popular dish to eat that reflects the country's culture and resources. For the nutritional aspect, we will focus on healthy substitutes to our favorite meals. We are incorporating a fitness aspect to highlight the importance of health and nutrition by doing a dance or exercise from the country of focus.

Location: Eck Rec Center

Cost: \$84 (\$12 per class)

Dates: Mondays 5:30-7:30pm (9/24, 10/8, 10/22, 11/5, 11/19, 12/3)

Thanksgiving potluck falls on a Cooking class. We ask that you attend and bring your family and friends! Cooking class will be helping make food for the potluck!

### **ART CLASS**

We are changing it up in Art this semester! Join us for our new Art Class that allows each participant to express themselves in different ways and explore and develop their individual creativity. In Art we will use all different mediums to develop creativity and take pride in our unique abilities. We will be painting, drawing, trying photography, using clay, watercolors, craft-making and more. Exposure to a wide variety of mediums will help participants discover their passion and be able to better express themselves!

Location: Eck Rec Center

Cost: \$35 (\$5 per class)

Dates: Mondays 6:00-7:00pm (9/17, 10/1, 10/15, 10/29, 11/12, 11/26, 12/10)

### **GAME TIME**

Whether it's a board game, Bingo, card game, outdoor relay game, Charades, or homemade Hannah and Friends games, come and join in for an hour of guaranteed fun! This is a perfect opportunity for socialization and a chance to practice good sportsmanship and teamwork!

Location: Eck Rec Center

Cost: \$65 (\$5 per session)

Dates: Tuesdays 4:30pm – 5:30pm (**Sept.** 18, 25, **Oct.** 2, 9, 16, 23, 30 **Nov.** 6, 13, 20, 27, **Dec.** 4, 11)

\* If you are signing up for Game Time and Music and Movement, feel free to stay between classes!

\*\* **11/20** No Game Time because of Thanksgiving Potluck.

## **MUSIC & MOVEMENT**

It's time to move and groove! Music & Movement is an hour of joyful musical adventure each week! It doesn't matter if you are six, sixteen, or sixty, you will be jumping, jamming, and jiving! Guaranteed to be an hour of musical magic, energetic movement, and fun-filled delight. Come join in the fun!

Location: Teddy's Activity Center

Cost: \$65 (\$5 per session)

Dates: Tuesdays 6pm – 7pm (**Sept.** 18, 25, **Oct.** 2, 9, 16, 23, 30 **Nov.** 6, 13, 20, 27, **Dec.** 4, 11)

\* If you are signing up for Game Time and Music and Movement, feel free to stay between classes!

**\*\* 11/20** No Game Time because of Thanksgiving.

## **PARTY PALS— AGES 18+**

This game night is dedicated for adults who want to spend time in fun activities with others in their age group. This is a great way to build lasting friendships – reach out and make a new friend.

Location: Eck Rec Center

Cost: \$36 (\$12 per class)

Dates: Wednesdays 5:30pm – 7:30pm (9/26, 10/24, 11/28)

## **GIRLS NIGHT**

Enjoy a monthly get together for gals only! This will be the perfect opportunity to gather together to gab, paint nails, watch a classic movie, listen to music, play a game, and share a meal. The possibilities are endless ... just a great evening of fun with the girls! These evenings will provide a perfect opportunity to learn and practice appropriate behaviors for social situations with their peers and local student volunteers.

Location: Eck Rec Center

Cost: \$48 (\$12 per session)

Dates: Wednesdays 5:30-7:30pm (9/12, 10/10, 11/7, 12/5)

## **ANIMAL CLUB**

Animal Club provides a unique opportunity for children and adults with special needs to interact with, feed and build relationships with the animals. Participants will water, feed, and groom the animals. Animals provide a constant source of comfort and focus for attention. Animals bring out our nurturing instinct and they also make us feel safe and unconditionally accepted! Come join Barn Managers Mandy and Meghan as they teaches us about the animals here at Hannah and Friends!

**\*\*If you are interested in private grooming and therapy sessions with the animals, please contact**

[kayle@hannahandfriends.org](mailto:kayle@hannahandfriends.org) or 574-217-7860 x5 for scheduling.

Location: Archer Family Equine Center

Cost: \$30 (\$5 per class)

Dates: Thursdays 4:30pm – 5:30pm (**Sept.** 20, 27 **Oct.** 4, 11, 18, 25)

## **CO-ED BASKETBALL**

We are offering co-ed basketball practices to help promote physical activity and wellness all while sharpening up skills on the court. This is a great way to keep active, practice good sportsmanship, and learn the meaning of teamwork!

Location: Teddy's Activity Center

Cost: \$60 (\$5 per class)

Dates: Thursdays 6:00pm – 7:00pm (**Sept.** 20, 27 **Oct.** 4, 11, 18, 25 **Nov.** 1, 8, 15, 29 **Dec.** 6, 13)

**\*\* 11/20** No Game Time because of Thanksgiving.

12/13 Might be the showcase. Basketball will perform at the showcase we will count this as a class!

## **KARAOKE – AGES 13+**

Join us for an evening of karaoke! Karaoke nights provide an atmosphere of social interaction. It is an opportunity to help the participants become aware of their feelings and the natural world around them by stimulating their imagination and any nervous energy can be lost in the flow of the music. Pizza and drinks will be served.

Location: Eck Rec Center

Cost: \$36 (\$12 per session)

Dates: Fridays 5:30pm – 7:30pm (10/5, 11/2, 12/7)

\*The 11/2 Karaoke is a Halloween Karaoke! Wear costumes!

### **DANCES— AGES 13+**

Join your friends for monthly dance parties at Hannah & Friends! All dances are located in the Eck Rec Center.

Location: Eck Rec Center

Cost: \$48 (\$12 per dance)

Dates: Saturdays 5:30pm – 7:30pm (9/22, 10/20, 11/17, 12/1)

\*The dance on 9/22 will be a “Bring a Friend” theme! Bring your neighbor, bestie or sibling!

## **Important Dates**

### **THANKSGIVING POTLUCK – MONDAY, NOVEMBER 19<sup>TH</sup> 5:30-7 P.M.**

We will be having our annual Thanksgiving Potluck for residents, participants and families on Monday, November 19<sup>th</sup> at 5:30pm. More details regarding what to bring and RSVPs will be sent out closer to the event. Due to the large turnout last year we will be putting a cap on the number of RSVPs we accept. We hope that your family will be able to join us!

### **FALL SHOWCASE – THURSDAY, DECEMBER 13<sup>TH</sup> 5:30-7 P.M.**

This year we will be having a fall showcase at the culmination of our fall programs. It will be an opportunity for our participants to showcase what they have done in programs over the last several weeks. Cooking class will have samples of their creations, the crafts and art classes will display their work, and the music and movement class will have a performance. It will be a great end to the semester! More details will be sent out closer to the date!

RETURN COMPLETED FORM TO:

HANNAH & FRIENDS NEIGHBORHOOD  
51250 Hollyhock Road  
South Bend, IN 46637



### Program Participant Information

Last \_\_\_\_\_ First \_\_\_\_\_ Date of Birth \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work \_\_\_\_\_

Cell \_\_\_\_\_ Email \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Physician \_\_\_\_\_ Phone \_\_\_\_\_

Allergies \_\_\_\_\_

Medical Diagnoses \_\_\_\_\_

Medications & Dosage \_\_\_\_\_

Food Restrictions \_\_\_\_\_

Special Needs \_\_\_\_\_

Circle one:      AMBULATORY    WHEELCHAIR/SELF-PROPELLED    WHEELCHAIR W/ASSISTANCE    SCOOTER

Circle one:      FEEDS SELF    NEEDS ASSISTANCE W/FEEDING    USES FEEDING TUBE    NO LIQUIDS    THICKENED LIQUIDS

Circle one:      TOILETS SELF      NEEDS ASSISTANCE WITH TOILETING

Circle one:      IS FINE IN A GROUP SETTING                  NEEDS 1-1 ASSISTANCE

If your child needs 1-1 Assistance, will you be sending someone to accompany: YES      NO

Circle ALL risks that apply:      CHOKING    FALLING    SEIZURE    ELOPEMENT (LEAVING AREA W/OUT PERMISSION)

Behavioral concerns: \_\_\_\_\_

Other Notes: \_\_\_\_\_

Referred to Hannah & Friends by: \_\_\_\_\_

Hannah & Friends families can receive 10% off program registration for one semester, for each family they refer to H&F!!

I give permission for Hannah & Friends to seek emergency medical treatment if deemed necessary.

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

# FALL 2018 - PROGRAMS AND ACTIVITIES

<b>Cooking &amp; Nutrition</b> (Mondays) <i>Location: Eck Rec Center (\$12 per class)</i>	<b>\$84</b> <input type="checkbox"/>
<b>Art Class</b> (Mondays) <i>Location: Eck Rec Center (\$5 per class)</i>	<b>\$35</b> <input type="checkbox"/>
<b>Game Time</b> (Tuesdays) <i>Location: Eck Rec Center (\$5 per class)</i>	<b>\$65</b> <input type="checkbox"/>
<b>Music &amp; Movement</b> (Tuesdays) <i>Location: Eck Rec Center (\$5 per class)</i>	<b>\$65</b> <input type="checkbox"/>
<b>Girls Night</b> (Wednesdays) <i>Location: Eck Rec Center (\$12 per session)</i>	<b>\$48</b> <input type="checkbox"/>
<b>Party Pals</b> (Wednesdays) <i>Location: Eck Rec Center (\$12 per session)</i>	<b>\$36</b> <input type="checkbox"/>
<b>Animal Club</b> (Thursdays) <i>Location: Archer Family Equine Center (\$5 per class)</i>	<b>\$30</b> <input type="checkbox"/>
<b>Co-ed Basketball</b> (Thursdays) <i>Location: Teddy's Activity Center (\$5 per class)</i>	<b>\$60</b> <input type="checkbox"/>
<b>Karaoke</b> (Fridays) <i>Location: Eck Rec Center (\$12 per session)</i>	<b>\$36</b> <input type="checkbox"/>
<b>Dances</b> (Saturdays) <i>Location: Eck Rec Center (\$12 per session)</i>	<b>\$48</b> <input type="checkbox"/>

## FALL PAYMENT INFORMATION

TOTAL



PLEASE APPLY THIS TO OUR GRANT

I HAVE ENCLOSED A CHECK FOR \$ \_\_\_\_\_. (PLEASE MAKE PAYABLE TO HANNAH & FRIENDS NEIGHBORHOOD)

PLEASE CHARGE MY CREDIT CARD

VISA    MASTERCARD    AMEX    DISCOVER

CARD # \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

ZIP CODE \_\_\_\_\_ 3 DIGIT SECURITY NUMBER ON THE BACK OF CARD \_\_\_\_\_

PRINT \_\_\_\_\_ SIGNATURE \_\_\_\_\_

TO PAY WITH CREDIT CARD THROUGH PAYPAL PLEASE VISIT [WWW.HANNAHANDFRIENDS.ORG](http://WWW.HANNAHANDFRIENDS.ORG)

# Hannah & Friends Waiver and Release

I and / or We (collectively "I"), \_\_\_\_\_, as legal guardian and representative for \_\_\_\_\_ ("Participant"), and \_\_\_\_\_, individually as the Participant, have requested that Participant participate in various activities associated with Hannah & Friends Neighborhood Inc. and Hannah and Friends, Inc. (collectively, "Hannah & Friends"). These activities include without limitation: 2018-2020 Programs and Activities (8/01/2018-12/31/2020) this includes Winter Camp, Spring Break Camp, Summer Camp, Summer Clubs, Music & Movement, Cooking, Art, Book Club, Crafts, Drums Alive, Animal Club, Girls' Night, Guys' Night, Choir, Zumba, Game Time, Karaoke, Dances, Wagon Rides, Day Program and other programs/activities taking place at 51250 Hollyhock Road South Bend, IN 46637 or as part of Hannah & Friends events. I understand and acknowledge that Participant is not required to participate in the above-referenced activities and that such participation is wholly voluntary.

In consideration of and for Participant's participation in the activities, the receipt and sufficiency of such consideration is hereby acknowledged, I hereby agree as follows:

- Individually and on behalf of Participant, I release and forever discharge the NFP and its employees, agents, servants, officers, directors, trustees, and representatives (in their official and individual capacities) from any and all liability whatsoever for any and all damages, losses or injuries (including death) to persons or property or both, including but not limited to any claims, demands, actions, causes of action, damages, costs, expenses and / or attorney fees, which arise out of, or occur during, or result from Participant's participation in the Activities.
- Individually and on behalf of Participant, I hereby indemnify, defend and hold harmless the NFP and its employees, agents, servants, officers, directors, trustees, and representatives (in their official and individual capacities) from any and all liability whatsoever for any and all damages, losses or injuries (including death) to persons or property or both, including but not limited to any claims, demands, actions, causes of action, damages, costs, expenses and / or attorney fees, which arise out of, or occur during, or result from Participant's participation in the Activities.
- I agree that this Waiver, Release and Indemnification Agreement is intended to be as broad and inclusive as permitted by the laws of the State of Indiana, and that if any portion hereof is held invalid, the balance hereof shall, notwithstanding, continue in full legal force and effect.
- I hereby acknowledge and accept that there are certain risks, including bodily injury and death that could result from participation in the aforementioned Activities. I have knowingly and voluntarily decided to assume the risk of these inherent dangers in consideration of the NFP's permission to allow participation in such activities.
- I give permission for the NFP to seek emergency medical treatment if deemed necessary
- In signing this Waiver, Release and Indemnification Agreement, I hereby acknowledge and represent that I have read this entire document, that I understand its terms and provisions, that by signing it I am giving up substantial legal rights and those of my the Participant, and that I have signed it knowingly and voluntarily.

Participant name (printed): \_\_\_\_\_

Parent/Guardian name (printed): \_\_\_\_\_  
(if participant is under age 18)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Legal parent or guardian if participant is under age 18)



## Hannah & Friends Photo and Artwork Release

I hereby give permission to Hannah & Friends Neighborhood, Inc and Hannah and Friends, Inc (collectively, "Hannah & Friends") to use my/my child's name, likeness, image, voice, and/or appearance as such may be embodied in any pictures, photos, video recordings, audiotapes, digital images, and the like, taken or made on behalf of Hannah & Friend. I agree that Hannah & Friends has complete ownership of such pictures, etc., including the entire copyright, and may use them for any purpose consistent with the Hannah & Friends mission. These uses include, but are not limited to illustrations, bulletins, exhibitions, videotapes, reprints, reproductions, publications, advertisements, and any promotional or educational materials in any medium now known or later developed, including the Internet. I acknowledge that I will not receive any compensation, etc for the use of such pictures, etc., and hereby release Hannah & Friends and its agents and assigns from any and all claims which arise out of or are in any way connected with such use.

I give my consent to Hannah & Friends to use my name and likeness to promote the program, its fiscal agent, and/or their activities.

I hereby give permission to Hannah & Friends to reproduce my/my child's artwork, and to use such artwork to make derivative work.

I agree that Hannah & Friends may, in its sole discretion use my/my child's artwork, images of this artwork, or any derivative work created there from for the purpose of raising funds for Hannah & Friends and related causes, and I understand that my child (nor I, if signing as a guardian) will not be entitled to receive any compensation or other benefit for such use. I hereby release Hannah & Friends from any claim of any kind which may arise from the use of such artwork.

I agree that Hannah & Friends may use, reproduce, and/or publish images and/or video that may pertain to me/my child – including my/my child's image, likeness and/or voice without compensation. I understand that this material may be used in various publications for any lawful purpose, which can include publicity, illustration, advertising, and Web content. I also consent that my/my child's name may be revealed therein or by descriptive text or commentary.

I have read and understand the above:

Participant name (printed): \_\_\_\_\_

Parent/Guardian name (printed): \_\_\_\_\_  
*(if participant is under age 18)*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Legal parent or guardian if participant is under age 18)*

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3 Labor Day	4	5	6	7	8
9	10	11 5:30pm - Girls Night	12	13	14	15
16 6pm - Art Class	17 4:30pm - Game Time 6pm - Music &	18 4:30pm - Animal 6pm - Basketball	19	20 4:30pm - Animal 6pm - Basketball	21 5:30pm - Dance	22
23 5:30pm - Cooking	24 4:30pm - Game Time 6pm - Music &	25 5:30pm - Party Pals	26 4:30pm - Animal 6pm - Basketball	27	28	29
30 6pm - Art Class	1 4:30pm - Game Time 6pm - Music &	2	3	4 4:30pm - Animal 6pm - Basketball	5 5:30pm - Karaoke	6

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1 6pm - Art Class	2 4:30pm - Game Time 6pm - Music &	3	4 4:30pm - Animal 6pm - Basketball	5 5:30pm - Karaoke	6
7	8 Columbus Day 5:30pm - Cooking	9 4:30pm - Game Time 6pm - Music &	10 5:30pm - Girls Night	11 4:30pm - Animal 6pm - Basketball	12	13
14	15 6pm - Art Class	16 4:30pm - Game Time 6pm - Music &	17	18 6pm - Basketball	19	20 5:30pm - Dance
21	22 5:30pm - Cooking	23 4:30pm - Game Time 6pm - Music &	24 5:30pm - Party Pals	25 6pm - Basketball	26	27
28	29 6pm - Art Class	30 4:30pm - Game Time 6pm - Music &	31 Halloween	1 6pm - Basketball	2 5:30pm - Karaoke	3

H&F staff, Holidays in United States

Nov 2018 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
	6pm - Art Class	4:30pm - Game Time 6pm - Music &	Halloween	6pm - Basketball	5:30pm - Karaoke	
4	5	6	7	8	9	10
Daylight Saving	5:30pm - Cooking	4:30pm - Game Time 6pm - Music &	5:30pm - Girls Night	6pm - Basketball		
11	12	13	14	15	16	17
Veterans Day	Veterans Day 6pm - Art Class	4:30pm - Game Time 6pm - Music &		6pm - Basketball		5:30pm - Dance
18	19	20	21	22	23	24
	5:30pm - Cooking	Office Closed 6pm - Thanksgiving		Thanksgiving Day		
25	26	27	28	29	30	1
	6pm - Art Class	4:30pm - Game Time 6pm - Music &	5:30pm - Party Pals	6pm - Basketball		5:30pm - Dance

H&F staff, Holidays in United States

Dec 2018 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26 6pm - Art Class	27 4:30pm - Game Time 6pm - Music &	28 5:30pm - Party Pals	29 6pm - Basketball	30	1 5:30pm - Dance
2	3 5:30pm - Cooking	4 4:30pm - Game Time 6pm - Music &	6 5:30pm - Girls Night	6 6pm - Basketball	7 5:30pm - Karaoke	8
9 6pm - Art Class	10	11 4:30pm - Game Time 6pm - Music &	12	13 6pm - Showcase	14	15
16	17	18	19	20	21	22
23 Christmas Eve	24 Christmas Day	25	26	27	28	29