



Parent Handbook for Jump On Languages After School Program and K-5 Programs

2026-2027

WELCOME!

THANK YOU FOR JOINING JUMP ON LANGUAGES AFTER SCHOOL PROGRAM.

THIS HANDBOOK WILL PROVIDE YOU WITH A DESCRIPTION OF OUR PROGRAM AND DETAILED POLICY CONTENT FOR YOUR REFERENCE.

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Welcome to Jump On Languages

What is Jump On Languages

Jump On Languages is a family business founded by Venezuelan psychologist, social worker, and entrepreneur Paola Mizrahi. Jump On Languages offers in-person, and online programs that are always student centered and based on positive and meaningful relationships. We offer online language tutoring classes for kids and adults, and in-person programs: a Spanish after school, a Spanish preschool, and camps.

Our Spanish preschool and afterschool programs are based in Seattle, WA and are open throughout the school year, from late August/early September through the end of June. We offer several day/week camps to cover Seattle Public Schools (SPS) breaks, and have fun summer programs in July and August for preschool (ages 3-5) and Elementary School aged kids (ages 5-11).

Mission Statement

Jump On Languages' mission is to bring people together by providing kids, youth and adults the opportunity to learn languages and culture in a dynamic, interactive, and innovative way.

Our experienced teachers create curriculum tailored to specific needs, goals, and interests of every student. We are committed to creating an exceptional learning experience for all!

Jump On Languages provides affordable prices, scholarships and flexible schedules, because for us, learning a new language and culture is an opportunity everyone should have!

Spanish After School Program Overview

We offer a play based learning program for kids from Kindergarten to 5th grade. The JOL staff's mission is to create a learning environment, in

partnership with families, that respects and honors the whole child, fosters social skill development and growth and provides experiential learning opportunities in a safe, engaging and culturally inclusive manner.

We welcome a wide variety of proficiency Spanish levels, from true beginners to fluent. Our teachers are bilingual and work hard to make the learning environment welcoming and inclusive for all, supporting every kid's progress in their Spanish language, based on the level they are at.

The JOL program focuses on:

1. Social and Emotional Learning (SEL): Out-of-school time is ideal for engaging in social and emotional learning with students. We offer a curriculum in daily deliberate practice to help students develop a strong sense of community, learn to healthily manage their emotions, explore empathy and kindness, and develop a growth mindset.
2. Cultural exposure
3. The arts, creativity
4. Science, Technology, Engineering and Mathematics
5. Language
6. Physical activity: We try to incorporate as much outdoor time as possible, weather permitting. Please make sure to pack proper clothing (e.g. rain jackets, sweaters, shoes) for your child(ren).

Our Teachers

We recruit the best teachers for our online and in-person programs, searching for the most qualified available. We look for native and/or fluent, and proficient in the target language. We also expect each teacher to be dynamic and fun, while still being able to develop a professional curriculum that enables learning that is customized to each child's development process.

For our in-person programs, everything above applies, and all Lead Teachers have 5+ years of experience teaching kids. Our Assistant Teachers have 2+ years teaching the language or related field. Finally, we also believe in community development by recruiting high school students who are proficient in the target language to add even more dynamism and fun to select programs.

Location

Our in-person Spanish Afterschool Program is located at the Phinney Center:
6532 Phinney Ave N, Seattle, WA 98103

Transportation

Private Transportation (JOL-Provided)

JOL offers private transportation from the following schools:

- John Stanford International School
- B.F. Day Elementary
- Greenwood Elementary
- Daniel Bagley Elementary
- Greenlake Elementary

If your child is enrolled in JOL transportation, a teacher or staff member will pick them up directly at the end of the school day. In some cases, we may request that families provide a booster seat. We will contact you in advance if this is needed.

For questions or to inquire about transportation availability from your school, please email us at [**info@jumponlanguages.com**](mailto:info@jumponlanguages.com).

Transportation with SPS (School Bus to PNA)

Seattle Public Schools (SPS) offers free school bus service to the Phinney Neighborhood Association (PNA) bus stop from the following schools:

- West Woodland Elementary
- McDonald International School
- Whittier Elementary
- Cascadia Elementary
- John Stanford International School

To arrange this service, contact SPS Transportation at **206-252-0900** to confirm your child's eligibility and registration. Ask your child's school for a **temporary bus pass** while waiting for confirmation from SPS.

A JOL teacher will always be at the PNA bus stop to greet students and walk them safely to their classrooms. Teachers carry a daily attendance list and check with the bus driver to ensure all expected students get off the bus.

Important: If your child will be absent, please notify us through **Brightwheel**. If a child is expected but does not get off the bus and we haven't received an absence notice, our staff will contact you immediately.

School	Stop location	Bus Route
JSIS	Phinney Ave N and North 67 St	642
McDonald	Phinney Ave N and North 67 St	646
Cascadia	Phinney Ave N and North 67 St	692
West Woodland	Phinney Ave N and North 67 St	745
Whittier	Phinney Ave N and North 67 St	617

Non Discrimination

Jump On Languages does not discriminate against anyone on the basis of race, color, sex, marital status, sexual orientation, political ideology, age, creed, religion, ancestry, national origin, or disability.

Religious and Cultural Diversity

Jump On Languages is an inclusive environment, in which we celebrate diversity by enjoying various non-religious festivals and holidays throughout the year.

Harassment, Intimidation, or Bullying

Jump On Languages does not tolerate harassment, intimidation, or bullying, and any instances should be reported promptly to a Jump On Languages Site Supervisor or Site Director, or to the Jump On Languages Executive Director. "Harassment, intimidation, or bullying" means: any intentionally written message or image—including those that are electronically transmitted—verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, mental or physical disability or other distinguishing characteristics, when an act:

- Physically harms a student or employee or damages the student's or employee's property or
- Has the effect of substantially interfering with a student's education or
- Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment or
- Has the effect of substantially disrupting the orderly operation of the program

Access to Program Policies – Preschool, Afterschool, and Camps

Parents and guardians have the right to review key policies and information pertaining to our early learning programs. These include, but are not limited to:

- **Health Policy** – Guidelines regarding illness, medication administration, and safety procedures. *(Available in the Parent Handbook)*
- **Staff Policies** – Information on hiring, training, and staff supervision practices. *(Available in the Parent Handbook)*
- **Consistent Care Policy** – Details on consistent staffing and classroom assignments (see pg. 18).
- **Menus** – Weekly menu plans for snacks. *(Available via the Brightwheel app)*
- **Liability Insurance** – Information regarding the program’s coverage. *(displayed on the bulletin board of the entrance to the Blue Room)*
- **Inspection Reports & Enforcement Notices** – Reports from licensing inspections or any applicable enforcement actions. *(available here: https://www.findchildcarewa.org/PSS_Search?q=Jump%20On%20Languages&p=DEL%20LicensedI)*
- **Other Relevant Program Policies** – Additional policies that may affect your child’s care or safety. *(Available in the Parent Handbook; direct inquiries may be sent to info@jumponlanguages.com)*

Accessing Policies:

- The **Parent Handbook** is provided to all families with registration documents via **Brightwheel** and may also be accessed directly through our website: www.jumponlanguages.com.
- Parents or guardians may also request specific policy information by contacting info@jumponlanguages.com .

We encourage families to review these policies regularly and reach out with any questions or concerns to ensure a **safe, transparent, and high-quality learning environment** for all children.

After School Program’s General Information

For the 2026-2027 school year, our afterschool program will be organized into five classes. Kids will be grouped based on age and other factors. . Our student-to-teacher ratio is 1:8 for Kindergarten through 2nd grade, and 1:10 for 3rd through 5th grade.

Hours of Operation

Jump On Languages operates an after-school program at the Phinney Center on all regularly scheduled school days. Jump On Languages after-school program hours are 2:45 p.m. to 5:55 p.m. Monday through Friday, except for Wednesday early release with the after-school program starting at 1:30 p.m.

In addition, Jump On Languages extends its hours for parent-teacher conference days and other early dismissal times. JOL is open on SPS teacher in-service days and school vacations for day camp. Schedule changes will be emailed in advance and posted on the website; see the emailed JOL newsletters and the JOL website.

Program Vacations / Closure

Our Afterschool Program follows the Seattle Public Schools (SPS) calendar. We offer day camps on SPS closure dates; however, these camps are not included in the regular monthly afterschool tuition. Our day camps are field trip-based, and afterschool families receive a special discount when enrolling.

Jump On Languages is closed on the following days and holidays:

- Labor Day
- Thanksgiving and the following day
- First Friday of December (December 4th, 2026) - In service day
- Christmas Eve
- Christmas Day (and sometimes the preceding or following day)
- New Year's Day (and sometimes the preceding or following day)
- Martin Luther King's Birthday
- President's Day
- Memorial Day
- Juneteenth (June 19)
- Last week of June (Teachers' In Service Week) June 28 - July 2, 2027
- Fourth of July
- Last week of August (Teacher's In Service Week) August 23 -August 31, 2027

Sample Daily Routine for the After-school Program and Camps

We will provide a quiet space for children to do homework and will try to be available to help them, but unless the student is enrolled in tutoring, we are not able to ensure your child does their homework.

Children are not required to take part in any particular activity, but they are encouraged to do so. Activities are led by our regular staff and specialized instructors. Each child-care area serves a specific age group allowing staff to provide developmentally age-appropriate activities. Enrichment areas reflect the interests of the children.

Afterschool Schedule

2:45 PM - 3:10 PM	Arrival
3:00 PM-3:30 PM	Snack time
3:30 PM - 4:10 PM	Recess outside
4:10 PM - 4:50 PM	Circle time, main activity, and Language in Focus (1-1 instruction), starting in October.
4:50 PM - 5:30 PM	Clean Up - all Classes move to Red Room (Enrichment Centers)
5:30 PM - 5:45 PM	2nd recess
5:45 PM - 5:55 PM	Finish Clean Up - Closure

Students that arrive later have snack and short recess (3:45-4:10)

Wednesday Early Release Schedule

1:45 PM-2:15 PM	Arrival and 1st Snack time
2:15 PM-3:00 PM	Recess outside
3:00 PM-4:00 PM	Circle time, main activity, and enrichment centers
4:00 PM-4:30 PM	2nd Snack Time and Language in Focus
4:30 PM-5:00 PM	Recess outside
5:00 PM - 5:40 PM	Enrichment Centers and Language in Focus
5:30PM - 6:00PM	Clean Up Time and Dismissal

Full Day and Summer Day Camp Schedule

9:00:00 AM	Open/Free play/ Enrichment activities
9:30 AM	Ice breaker activity.
9:45 AM	Morning snack and guided activities outside. Recess time.
10:30 AM	Circle Time and Getting ready for the field trip
10:45 PM- 2:00 PM	Field trip/lunch
2:00 PM-2:45 PM	Snack and Enrichment Centers
2:45 PM-3:00 PM	Clean Up and Pick Up
3:00 PM - 5:00 PM	Aftercare with 3rd snack at 4pm

Registration, Tuition and Fees

Billing Through Brightwheel

Beginning September 2026, all Afterschool tuition and program fees will be billed through Brightwheel. Families can access the Billing section in their Brightwheel account to view invoices, payment history, and upcoming charges. We strongly encourage families to enroll in AutoPay by adding a preferred payment method (bank account or credit/debit card). With AutoPay enabled, tuition payments will be processed automatically on the scheduled due date, helping families avoid missed or late payments.

Monthly tuition remains the same from **September through June**, regardless of holidays, closures, or absences. We do not prorate tuition, as our program costs—including teacher salaries and our lease at the Phinney Center—remain constant throughout the year. Our monthly rate is based on the total number of instructional days across the school year and is evenly divided into 10 consistent monthly payments.

Payment Method Reminder

We highly encourage families to use ACH (linking a bank account) whenever possible. While you may also pay with a credit or debit card, please note that Jump On Languages is charged a 3% processing fee for card transactions. Choosing ACH helps reduce processing costs for the school, allowing us to invest more resources into our programs and classroom experiences for

children. Any additional charges, such as late pick-up fees or other applicable program fees, will also be added to your Brightwheel account and can be viewed at any time through the app or website. If you need assistance with billing or setting up AutoPay, please contact our administrative team at info@jumponlanguages.com.

Absences and Schedule Changes

If your child is absent, tuition remains the same—no credits, refunds, or makeup days will be provided. We ask families to promptly notify Jump On Languages of any absences so we can plan accordingly and maintain accurate attendance records for safety purposes.

Families may **add days to their schedule at any point**, as long as space is available—please reach out to check availability.

If you wish to **remove days** from your child's enrollment, this is considered a **cancellation**, and we must be notified by the **20th of the previous month**.

Please know that if you plan to reduce your schedule for May or June, notice must be given by **April 20th** per our cancellation policies.

Keeping us informed of your child's schedule and any changes helps us ensure the best and safest experience for everyone.

Late Pick-Up Policies

We understand that a family's schedules can be complicated sometimes, but we still ask and expect all kids that attend our programs to be picked up before the time the respective program ends. This is important as teachers' time is as precious as that of each family's and it should be respected. We will provide a 5 minute grace period to pickups. After the 5 minutes, we will charge \$15 and increase another \$1 every minute that passes. Five tardy pickups in a school year can lead to termination from the program. We highly recommend you coordinate with other families in the program and add them as authorized pick up on Brightwheel, so if at any point you realize you will not be able to pick your child on time, you can reach out directly to an approved family who can take care of your child while they wait for you. In extreme circumstances, you can contact us and explain why you are tardy. In case of true emergencies, we will always be there to support you.

Emergency Contacts

At time of registration, parents provide emergency contacts. Emergency contacts are adults who can assist your child when you are unreachable. Please remember to inform JOL about changes in address and telephone numbers for yourself or your designated emergency contacts. Current contact information is most important during such events as a medical emergency, snow storm, earthquake, or power failure.

Monthly Tuition for our Spanish Afterschool Program

2026 - 2027

The tuition rate for Kindergarten, 1st, and 2nd grade is higher than the rate for 3rd, 4th, and 5th grade due to the smaller student-to-teacher ratio required for the younger age group.

Regular Schedule: 2:45 PM- 6:00 PM

Monthly Tuition	1 day	2 days	3 days	4 days	5 days
K, 1st, and 2nd Grades	\$340	\$578	\$728	\$825	\$947
3rd, 4th and, 5th Grades	\$306	\$520	\$655	\$743	\$852

Late Bell Schedule: 3:45 PM- 6:00 PM - Ideal for Schools with Late Bell Dismissal

Monthly Tuition	1 day	2 days	3 days	4 days	5 days
K, 1st and 2nd Grades	\$255	\$434	\$546	\$619	\$720
3rd, 4th and 5th Grades	\$237	\$404	\$508	\$576	\$684

Wednesday Early Release Fee

Due to SPS's early release on Wednesdays, there is an additional fee of \$80 per month for families registering for Wednesday afterschool care. This fee is waived for students enrolled in the program five days per week.

Private Transportation Fee

Private transportation is available from John Stanford International School, Greenwood Elementary, B.F. Day Elementary, and Daniel Bagley Elementary at a rate of \$25 per day, per month. If we are unable to provide transportation from a specific school, we will assist families in coordinating carpools and advocate for adding PNA to the school bus routes when possible.

Family involvement

Family satisfaction, and shared decision making about your child's experiences are essential to the Jump On Languages' program. Our school is a caring community of learning in which families, staff, and children interact and grow. We actively work to support family life and create pathways that involve families in our program. We believe family involvement starts with opportunity. Some of the many ways you can be involved:

Check in: Daily, weekly, and monthly formal and informal communication is available through morning and afternoon greetings, weekly journals, and parent-teacher conferences.

Enjoy our events: Special family events are held throughout the year.

Share: We encourage you to share your ideas and concerns with center management and staff at any time.

Participate in class: Come into your child's classroom and share a special activity or project. We kindly ask that you please coordinate your visit in advance with the teacher to iron any details.

Language in Focus

All afterschool students have the option to participate in our *Language in Focus* program. Each child receives weekly, personalized Spanish instruction for 15–20 minutes. This structured session focuses on language acquisition and retention using age-appropriate books, flashcards, and games. Lessons are tailored to each child's Spanish level, with one teacher working with one to two students at a time. Children who attend the afterschool program 3–5 days per week will receive priority for *Language in Focus* placement. Children who attend 1–2 days per week will be assigned to a teacher as spaces become available. Participation is optional, and families may choose to opt out of the program.

Student Evaluation and Progress Reports

At Jump On Languages, we assess each child's progress throughout the school year to ensure they are developing their Spanish language skills in a supportive and engaging environment.

Formal evaluations are completed at the end of each school year and shared with families. These reports provide a comprehensive overview of each student's growth and participation in the program.

Our evaluations focus on several key areas, including:

- **Language Development:** comprehension, vocabulary acquisition, and ability to use Spanish in meaningful ways
- **Cultural Learning:** interest in and engagement with cultural topics and activities (when applicable)
- **Class Participation:** listening skills, following directions, engagement in activities, and willingness to communicate

In addition to highlighting each child's strengths, the evaluation also includes personalized feedback and suggestions to support continued progress both in class and at home.

Our goal is to provide families with meaningful insights into their child's learning journey while encouraging confidence, curiosity, and a love for language learning.

Day Camps

To help families during Seattle Public Schools (SPS) closures, we offer

full-day, field trip-based camps from 9:00 AM to 3:00 PM, with optional after care available from 3:00 PM to 5:30 PM.

You can register for day camps on our website at www.jumponlanguages.com/day-camps. Registration is open for the full camp day. If space allows, we may offer a drop-in option for families needing care on select days.

Camp Hours:

9:00 AM – 3:00 PM

After Care:

3:00 PM – 5:30 PM

Families enrolled in our afterschool program receive a discount on both non-school day camps and aftercare.

After care activities include arts and crafts, baking, cooking, STEM projects, and outdoor play.

Summer Camps

At our Spanish Summer Camps, kids enjoy a fun, immersive experience while learning and practicing Spanish. Registration is weekly, and our K–5 camp is entirely field trip-based. Campers explore Seattle through daily adventures to museums, community pools, art spaces, public parks, beaches, indoor play areas, and more! We go on field trips *every day*, making each week exciting, memorable, and full of Spanish learning.

Camp Schedule:

Early Care (optional): 7:30 AM – 9:00 AM

Camp Day: 9:00 AM – 3:00 PM

After Care (optional): 3:00 PM – 5:30 PM

Incoming Kindergarteners must register for our **Preschool Summer Program**.

We offer a 10% sibling discount on summer camp tuition.
Families who qualify may receive up to 25% in financial aid.

Learn more and register at: www.jumponlanguages.com/summer-camps

Family Discounts

After their first plan, each family receives 10% off subsequent plans of equal or lesser value, up to a value of \$150.

Scholarships and Subsidies

For all students: We are proud to offer financial aid to those who need it. Approximately 2% of our revenue goes to financial aid. We believe in our mission to create community by bringing people together through the learning of languages and cultures. Please fill out this form. We will reply within seven days. For now, the maximum financial assistance we can provide for our afterschool is a 25% reduction in tuition. We consider the nuclear families monthly income and liquid assets. This form is confidential and only reviewed by JOL Directors. Please contact us at info@jumponlanguages.com if you would like to discuss further.

If your child is in Kindergarten or 1st Grade, you can apply for financial aid through Washington State or the City of Seattle. To apply through the State of Washington please apply online through www.washingtonconnection.org or by calling 844-6268687. The team at the Department of Children Youth and Families takes about seven days to process the application. Once approved, they let us know what your co-pay will be which could be \$0 to \$215

To apply through the City of Seattle please apply online through <https://www.seattle.gov/education/for-parents/child-care-and-preschool/child-care-assistance-program>.

Program-Specific Cancellation Policies

Afterschool

When registering for the upcoming school year, the **first month's tuition** is partially reimbursable, minus a \$50 administrative fee per day of the week for which your child is enrolled. You can think of this as a \$50 non-reimbursable deposit that ensures your child's spot is held.

- **Before April 1:** Full reimbursement, minus the \$50/day administrative fee.
- **Between April 1 and April 15:** 75% reimbursement, minus the administrative fee.
- **Between April 16 and April 30:** 50% reimbursement, minus the administrative fee.
- **After May 1:** No reimbursement.

Transportation and Wednesday early release tuition are reimbursed at the same rates as above.

Example: If you register for a 5-day program with a tuition of \$700, and you cancel on April 20th, we will deduct \$50 for each day (\$250 total) and reimburse 50% of the remaining amount, which is \$225. If you cancel on March 30th, you would receive a refund of \$450.

This policy applies to registrations made between **April 1** and **April 30** for the upcoming school year.

For the **current school year**, families pay monthly in advance via our automatic payment system, but there is **no long-term commitment**. Once a month is paid, it is generally considered **non-refundable** unless there are extenuating circumstances.

If you need to withdraw from the program, please cancel your tuition plan through the *My Subscriptions* section in our online member portal (see instructions here) **and** send a written notice to

info@jumponlanguages.com by the **20th of the month** to avoid charges for the following month. This applies to all months except **September** and **June**.

- **September tuition:** Refunds will be processed according to the policy above.
- **Registrations after May 1 for the next school year:** Payments are **non-refundable**, but you may cancel, and we will not charge for **October**.

Only Afterschool and Preschool:

- **May and June cancellations:** Families wishing to cancel or reduce days for **both May and June** must notify us by **April 20th**. We will charge through **June 30th** to cover teacher salaries and lease expenses through the end of the month.

Only Preschool:

- For families wishing to cancel their **Preschool** subscription for the summer (months of July and August), please note that you must notify administration by **April 1, 2025**. This is a new addition to our cancellation policy for the Preschool program, and we appreciate your understanding and cooperation.

Day Camps (Excluding Summer Camps)

If you cancel **2 or more weeks** before the start of a day camp, you will receive a **full refund**, minus processing fees. If you cancel **at least 72 hours in advance**, you will receive a **50% refund**. Unfortunately, no refunds can be issued for cancellations made within **72 hours** of the camp start time.

Exceptions may be considered for **medical reasons** or on a **case-by-case** basis. This applies to **Thanksgiving, Winter, Mid-Winter, and Spring Break camps**, but **does not** apply to **summer camps**.

Summer Camp

We understand that plans change. Our summer cancellation policy aims to balance flexibility with the need to fill spots for families who may want to enroll.

- **Before April 1:** You will receive a **full refund**, minus a **\$75 non-refundable administration fee** per child, per week canceled.
- **After April 1:** You will receive a refund minus the \$75 fee if we are able to fill your spot before the program begins.

Exceptions will be made for **medical reasons** or on a **case-by-case** basis.

Cancellation Due to Extreme Circumstances

For Seattle-based programs (and occasionally online classes), we may experience unforeseen weather or events that disrupt the program, such as snowstorms, heavy smoke, or other emergencies. In these cases, we will do our best to offer alternative programming.

- **Online Classes:** Classes will continue as planned unless the instructor experiences a power or internet outage or a personal emergency. If the session is canceled due to such circumstances, you will be able to reschedule at no extra cost.
- **Afterschool, and Preschool:** If it is unsafe for families or teachers to travel to our center, we will notify you as soon as possible. If we miss 5 or fewer days in a month, we will not issue prorated refunds. If more than 5 days are missed in a month, we will prorate tuition for the missed days, upon request.
- **Camps:** If a citywide emergency prevents us from safely running camp, we will notify families as soon as possible. If we are unable to offer an in-person camp, we will provide **online programming** or issue a **50% refund** for the missed days.
- **Tutoring:** We will cancel any sessions due to extreme circumstances and refund your class back to your package, unless you prefer to continue the class online.

Thank you for taking the time to read through these policies. We appreciate your understanding, and we are here to help with any questions or clarifications you may need.

Child Information Policy and Confidentiality

All information related to the child must be kept current so staff can always have the most up to date information to make appropriate decisions.

Only JOL staff can access the information kept in Brightwheel about the child. This includes information required by the DCYF license as well as authorizations and waivers. The only external people that can access the information about a child or family are those the initial people who registered the child designate. JOL staff will only share information about the child to emergency services or medical personnel who need to treat the child, any other representative authorized by the parents or guardians in writing or to authorities when presented with a court order signed by a judge.

For any additional sensitive matters regarding a child's behavior, health or family dynamics: While staying in tune with the children in our program, we often learn of very private family matters. We need to know about these matters because they affect the children. The ethics of our profession and the expectation of JOL is that information of a confidential nature is disclosed only to those with a need to know. Please bring all concerns (e.g., no-contact or protection orders, change in parenting plans, custody arrangements, etc.) to the attention of our Executive Director. The Executive Director and owner of Jump On Languages will keep this information in digital form in encrypted digital drives. Only the Executive Director and owner may disclose the information to appropriate government agencies to ensure the child's mental and physical wellbeing.

Photography & Videotaping Policy – Preschool, Afterschool Programs, and Camps

At **Jump On Languages**, we often take photographs and videos of children participating in our programs to **document learning, celebrate achievements, and share updates** with families. Additionally, some photos and videos may be used for marketing purposes, such as our website, social media, or promotional materials.

Parent/Guardian Permission

- Parents or guardians are required to grant permission for photography and videotaping **during the registration process**. This ensures that we have explicit consent before any images or videos are taken.

Permission Options:

When completing registration, parents/guardians may choose one of the following options regarding their child:

1. **No Photos or Videos:** My child **may not** be photographed or videotaped under any circumstances.
2. **Internal Use Only:** My child **may be photographed or videotaped solely for internal use**, such as classroom newsletters, parent updates, or program documentation.
3. **Internal and Marketing Use:** My child **may be photographed or videotaped** for both **internal purposes and marketing/publicity**, including social media, website, brochures, and other promotional materials.

Staff Guidelines:

- **All photos and videos must be taken using our Brightwheel app.**
- **Staff and volunteers are not permitted to store photos/videos on personal cell phones or devices.**
- Permissions selected by parents will be strictly followed.

Important Notes:

- We **never share images publicly without prior consent.**
- Parents may **update or change their permission preferences** at any time by contacting the program director in writing.

By establishing these guidelines, we respect family privacy while celebrating and documenting our students' learning experiences safely.

Ratios

We maintain low student-to-teacher ratios to ensure safety, individualized support, and meaningful connections. The ratio for Kindergarten through 2nd grade is 1:8, while the ratio for 3rd through 5th grade is 1:10. During certain activities—such as outdoor play or field trips—ratios may be adjusted even lower, especially for younger children, with some groups as low as 6:1.

Current Groups and Classrooms.

JOL operates in both Phinney Center Buildings. Blue Building, adjacent to the upper parking lot; and the Brick Building, adjacent to the lower parking lot.

PNA Blue Building

Lower Level - Blue Room and Red Room

PNA Brick Building

3rd Floor - Room 35, Room 36 and Room 31

We will notify your child (ren) classroom and group assignments before the start of the school year

Daily Attendance:

Each class has between 21–26 students per day.

Teacher-Student Ratio:

- Kindergarten, 1st, and 2nd Grade: 1:8
- 3rd–5th Grade: 1:10

Staffing:

- Each group includes 2 Lead Teachers and 1 Assistant Teacher
- An additional 1–2 support staff are on site daily to assist as needed.

Care for Children with Specific or Special Needs – Preschool and Afterschool Programs

At **Jump On Languages**, we are committed to creating an inclusive and supportive environment where **all children can learn, play, and thrive**. We welcome children with specific or special needs and strive to provide the care, attention, and accommodations necessary to support their participation in our programs.

Parent/Guardian Responsibilities:

- Parents/guardians must **disclose any specific needs, medical conditions, or accommodations** required for their child during registration or as soon as the need arises.
- Parents/guardians are encouraged to **share detailed information** about routines, triggers, support strategies, or relevant therapies that will help staff provide the best care.
- Families may be asked to provide **documentation or a care plan** from a healthcare provider or specialist if needed to ensure safe participation.

Program Support:

- Staff are trained to **adapt activities, routines, and expectations** to meet the individual needs of each child.
- We maintain **appropriate staff-to-child ratios** to ensure safety and support for children with special needs.

- We encourage collaboration between **parents, staff, and outside professionals** to create an individualized plan for your child's success and well-being.

Limitations:

- While we make every effort to accommodate children with specific needs, there may be **limitations based on staffing, safety, or program structure**.
- In some cases, additional support (such as a one-on-one aide provided by the family) may be required to meet your child's needs safely.

Communication:

- Open communication between parents and staff is essential. Families should **regularly update staff** on any changes in their child's needs or care plan.
- Staff will provide **ongoing feedback and updates** to families regarding the child's participation, progress, and any concerns.

By working together, **Jump On Languages aims to provide a safe, nurturing, and enriching environment for every child**, ensuring they can fully participate and enjoy all aspects of our programs.

Sign-In and Sign-Out Policy – Preschool, Afterschool, and Camps

At **Jump On Languages**, the safety and security of children are our top priority. To ensure proper supervision and accountability, we require **all families to use the Brightwheel app** for sign-in and sign-out for Preschool and Afterschool programs. For some **camps**, sign-in and sign-out may be done through **Brightwheel or a physical sign-in/sign-out sheet** as indicated by program staff.

How Brightwheel Works:

- Parents/guardians **check in and check out their child** directly through the Brightwheel app.
- **Teachers can also check children in and out** on behalf of parents when needed, and parents will receive an automatic notification when this occurs.
- Brightwheel allows families to **add approved pick-up contacts**. Anyone listed as an approved contact can pick up the child.
- For step-by-step guidance on **how to use Brightwheel and add approved pick-up contacts**, parents can visit: [Brightwheel Support](#)

Pick-Up Requirements:

- Anyone picking up a child must either **use the Brightwheel app** or, if they do not have the app, **present a government-issued photo ID** to staff for verification.
- **No one will be allowed to pick up a child without prior written permission or if they are not listed as an approved contact** on Brightwheel.
- Parents are responsible for ensuring that all authorized pick-up contacts are listed and kept up-to-date in the Brightwheel app.

Safety and Accountability:

- Brightwheel ensures **accurate records of arrival and departure times**.
- Staff maintain direct supervision during all pick-up and drop-off times.
- Any discrepancies or issues regarding pick-up will be addressed immediately with the parent/guardian.

By using Brightwheel (or the approved camp sign-in/sign-out process), we maintain a **secure and organized system** for every child's arrival and departure, giving families peace of mind and ensuring the safety of all participants.

Parent/Guardian Access Policy – Preschool & Afterschool Programs

Parents and guardians are **welcome to visit program areas during business hours** for observation or scheduled visits.

Preschool Drop-Off & Pick-Up:

- **Drop-off and pick-up occur at the classroom door** to ensure safety and smooth transitions.
- Parents must **sign in and out via Brightwheel** or follow staff instructions during these times.

Afterschool Access & Pick-Up:

- Parents/guardians may enter program areas following the general **access guidelines** below.

General Guidelines:

- Visits should be **pre-scheduled whenever possible**.
- Children remain under **staff supervision** at all times.

- Visits should **not disrupt classroom or program activities**.
- Only **authorized parents/guardians** or approved visitors may enter program areas.

Our goal is to provide a **welcoming environment** while ensuring a **safe and focused learning space** for all children.

Media at JOL

At JOL we strive to minimize the use of screens. In general, students will not be permitted to have/use devices unless it is part of a planned activity, orchestrated and supervised by JOL staff. Computer or device use will be for:

- Educational purposes, where programs and activities are deemed appropriate and relevant to group activities or classroom learning
- Research purposes, to allow for completion of homework, information gathering, finding the perfect coloring sheet, etc.
- Homework when parents have authorized on an individual basis.

Field Trip Policy

Occasional field trips may be planned for our students. If the place is at a walking distance, teachers may take the kids in an organized line to the location.

If a field trip that requires transportation is planned, parents will be required to sign a **Permission for Transportation waiver**. Children will be transported by authorized JOL personnel to the field trip. All kids will require the use of a booster seat appropriate for their age. Additional chaperones may be required for the field trips at Jump On Language's own discretion. If necessary, we may request additional funds to cover the admission fee to the field trip destination like children's theater, zoo or museums.

Water Activities Policy – Afterschool Programs and Camps

At **Jump On Languages Afterschool Programs and Camps**, water activities may occur during field trips or special outings, including swimming or other water-based activities.

Parental Permission:

- Parents/guardians are required to complete a **waiver** for any activity involving swimming or significant water exposure.
- Permission includes acknowledgment of **safety rules, use of life jackets, and swimming ability requirements.**
- **If a parent requires a life vest to be worn, their child will wear a life vest regardless of the lifeguard's decision.**

Safety Guidelines:

- Children **must wear life jackets** if required, and lifeguard-approved swim tests are conducted for those who wish to access deeper areas without a life jacket.
- Water activities are always conducted at locations with **lifeguard supervision.**
- Staff and chaperones provide **constant supervision** during all water activities.
- **Children who do not want to participate in water activities** will be offered **alternate hands-on activities.**
- Children who do not have parental permission or who do not meet swim test requirements **will not participate in deep-water activities without a life vest.**

Goal:

We aim to make water-based activities **safe, fun, and confidence-building** for all participants while following strict safety protocols.

What to Wear and Bring

We try to incorporate as much outdoor time as possible, weather permitting. Please make sure to pack proper clothing (e.g. rain jackets, sweaters, shoes) for your child(ren). Always send your child with a water bottle to the program. They can refill their water bottle on site.

Labeling and the Lost and Found

Please label everything that can be marked. JOL cannot be held responsible for lost items. At the end of each day all unclaimed articles will be placed in a lost and found box. At the end of each month, unclaimed articles are donated to charity. We highly encourage you to leave valuable items at home. To help keep our afterschool environment organized, safe, and focused, we ask that our students leave personal toys at home. Personal toys may only be brought to the program **when specifically requested** or approved by a teacher for activities such as Show and Tell.

Approach to discipline

At JOL all kids are expected to be kind with each other, to include all friends, to respect other students' bodies and boundaries, to look out for each other and to solve disagreements using constructive verbal feedback. Therefore, at JOL we do not allow students to be disrespectful with each other or the teachers, and always behave safely towards themselves and others. We do not make fun of friends, do not call names, or yell at each other. We expect students to listen to their teachers and follow instructions, and respectfully express disagreements. Students are not allowed to use physical force including pushing, hitting, kicking, or throwing objects at other students or teachers.

If a student is showing disrespectful and/or unsafe behaviors, the teacher present will give the student a warning (AVISO) and will talk individually with the student to explain why that behavior is inappropriate or unsafe. After 3 warnings the student will be asked to take a break from the activity and either sit in the carpeted area or go out of the room with a teacher for a while. They could also miss some recess time, either staying in the classroom with a teacher or sitting in a quiet space outdoors if they are already outside. The kids will always be supervised.

If a student consistently receives warnings, we will reach out to their parents and work together in finding a safe way for the student to participate in our programs.

We also provide positive reinforcement through incentives both at the individual and group level. For example, when the class works together well to complete an activity, when they follow instructions or when they go above and beyond to help a friend or teacher. We will do "classroom parties" or special activities.

We kindly ask that you please review these expectations with your student so we can continue having a fun, safe and inclusive environment for all. If you have any questions or concerns, please do not hesitate to email us at paola@jumponlanguages.com or noelia@jumponlanguages.com

Communications

a. Brightwheel

When a child is registered at our after school program parents will receive an invitation to set up an account with Brightwheel. Jump on Languages uses Brightwheel to:

- Provide contactless check in and check out. If your child is being picked up at school the teacher will do their check in.
- Log your child's daily health screen. This will help keep our families and staff members safe.
- Safely get photos and videos of our class activities.

- Send notes to communicate with teachers at any point during After School hours.
- Access our weekly newsletter.
- Communicate with staff members by directly sending a message to them.
- Send out registration forms. All registration forms must be filled out before your child's start date at the program.
- Billing - charge the monthly Afterschool Tuition.

Check out this Parent Overview Video to learn more. Please add a photo and fill out the information on your student's profile, including your mobile number if it's not already listed so we can use text alerts.

Parent Resources:

[Introducing Parents to Brightwheel](#)
[Parent Overview \(pdf\)](#)
[Parent's Guide to Brightwheel \(video\)](#)
[Check-in Kiosk Demonstration \(video\)](#)
[Edit Your Check-in Code](#)

Jump On Languages does not bill tuition through Brightwheel so please know you don't have to log in your billing information at Brightwheel.

Babysitting, Hiring, and Socializing with JOL Employees

JOL employees are prohibited from performing babysitting, nanny services, or other childcare or services outside the scope of their JOL employment for anyone connected with a JOL family. Such arrangements create conflicts of interest and limit JOL's ability to provide a quality program for each student. Similarly, JOL families are discouraged from including JOL employees in their social networking, including via electronic media.

Health and Safety

The safety and well-being of our students and staff are our top priority. We follow applicable health and safety guidelines and requirements from local and state health authorities. Our team maintains a clean and welcoming environment by regularly cleaning and sanitizing classrooms, common areas, and frequently used materials. Handwashing and good hygiene practices are encouraged throughout the day.

We also prioritize outdoor activities whenever possible and maintain well-ventilated learning spaces. Each classroom is equipped with an air purifier to support a healthy environment for our students and staff.

We recognize that reliable, high-quality afterschool care is an important part of supporting families. Our goal is to provide a safe, healthy, and nurturing environment where children can learn, play, and thrive.

Cleaning and Sanitizing Toys

To help maintain a healthy environment, toys and classroom materials are cleaned and sanitized on a regular schedule in accordance with Washington State licensing requirements.

- Toys used by preschool or older children are cleaned and sanitized at least weekly and more often as needed.
- Any toy or material that comes into contact with a child's mouth or bodily fluids will be removed from use immediately until it has been properly cleaned and sanitized.
- Toys, learning materials, and shared equipment are inspected regularly and

Potential or Confirmed Exposure to Covid-19

Our program will comply with the most recent guidance from King County Public Health (for childcare), the Washington State department of Health, and requirements of Seattle Public Schools as minimum guidelines for the protection of our students and staff. As this guidance changes, the requirements outlined in this handbook may also change. JOL reserves the right to impose restrictions on attendance and enrollment for health and safety reasons with or without prior notice. The precautions and exclusion criteria in place for Covid-19 supplant our normal exclusion criteria for student and staff illness and disease. Every effort will be made to notify families in advance of changes that may impact them.

- Please notify us immediately if your student exhibits any of the following symptoms: fever over 100.4 degrees, cough, shortness of breath or difficulty breathing, or new loss of taste or smell.
- Please be aware that at any moment, you may be required to retrieve your child(ren) from childcare, and that the group, or entire program, may be required to close if we're not able to provide proper staffing.
- We rely on all the families of JOL to stay abreast of information that is sent/posted and to adhere to that guidance. Please be advised that non-compliance with health and safety requirements included in this Handbook, posted in the center, or sent via email to enrolled families can result in disenrollment from the JOL program.

Immunization policy

All students are required to be vaccinated against, or show proof of acquired immunity for, the following vaccine-preventable diseases before attending JOL:

- (1) Chickenpox (Varicella);
- (2) Diphtheria;
- (3) German measles (Rubella);
- (4) Haemophilus influenzae type B disease;
- (5) Hepatitis B;
- (6) Measles (Rubeola);
- (7) Mumps;
- (8) Pneumococcal disease;
- (9) Polio (Poliomyelitis);
- (10) Tetanus; and
- (11) Whooping cough (Pertussis).

Proof of immunization status shall be made by submitting to JOL a complete and accurate Department of Health Certification of Immunization Status form. Proof of acquired immunity shall be through documentation of laboratory evidence of antibody titer or a health care provider's attestation of a child's history of a disease sufficient to provide immunity against that disease. Failure to provide the necessary documentation will result in the student being unable to attend JOL.

JOL recognizes that some students may be unable to be vaccinated due to religious beliefs or specific health conditions. In such cases, a student shall submit to JOL a complete and accurate Department of Health Certification of Exemption form. JOL is a private organization and believes strongly in the benefits of vaccination to protect both its students and employees. Students who intend to claim a personal or philosophical exemption to vaccination shall bring this to the attention of the JOL's Director before enrolling in any of our programs.

Emergency Procedures

Sickness, Injuries & Policy Procedure for excluding ill children

To ensure the most healthful environment for all children, we ask that sick children be kept home. All children in attendance must be healthy enough to participate in program activities. A child who arrives at JOL with a fever, vomiting, diarrhea, signs of infection, or possible contagious diseases (e.g. pink eye, chicken pox, flu) will be sent home immediately. If a child becomes ill while at JOL, staff will notify parents. The child will be kept comfortable and isolated from other children as appropriate until the parent arrives to take the child home. If your child has a communicable disease, we must notify the other families that their child may have been exposed. Confidentiality will be maintained. In case of injury, the staff are trained in first aid and CPR. If the injury is serious, JOL will call 911 and the parent. Copies of all emergency policies are available upon request.

Medication Management

Medication will only be given with prior written consent of the child's family/legal guardian. This consent (The Medication Authorization Form) will include the child's name, the name of the medication, reason for the medication, dosage, duration (start and stop dates), special storage requirements and any possible side effects (use package insert or pharmacist's written information).

A family/legal guardian will be the sole consent to medication being given, without the consent of a healthcare provider, if and only if the medication meets all the following criteria:

- The medication is over the counter and is one of the following:
 - o Antihistamine
 - o Non-aspirin fever reducer/pain reliever
 - o Non-narcotic cough suppressant
 - o Decongestant
 - o Ointments or lotions intended specifically to relieve itching
 - o Diaper ointments or powders intended for use with "diaper rash"
 - o Sunscreen for children over 6 months of age
- The medication is in the original container and labeled with the child's name; *and*
- The medication has instructions and dosage recommendations for the child's age and weight; *and*
- The medication is not expired; *and*
- The medication duration, dosage and amount to be given does not exceed label-specific recommendations for how often or how long to be given.
- For sunscreen and diaper ointment, the written consent may cover an extended time period of up to one year.

For all other medications (such as fever reducers, cough medicine, or antibiotics), the written consent may only cover the course of the illness.

Lice Policy

If a child is found to have head lice while attending JOL, parents will be contacted and asked to pick up their child immediately. Because lice are considered contagious, we must prioritize the health and well-being of all children in our program. Children may return to the program after they have

received professional treatment. We will also notify families if we are informed that a child in the program has lice, so everyone can take the necessary precautions to help prevent further spread.

Alcohol, tobacco, cannabis use and prohibition of illegal drugs

Jump On Languages prohibits the use of alcohol, tobacco and cannabis and any illegal drug in its premises.

Food Health Policy

Our Early Child Care Center is committed to promoting the health and well-being of the children in our care. We recognize the importance of providing nutritious meals and snacks to support their growth and development. This Food Health Policy outlines our guidelines and procedures for offering healthy food options and promoting a positive food environment.

Nutritional Guidelines

- **Balanced Meals:** We will provide balanced meals that include a variety of food groups, such as fruits, vegetables, whole grains, lean proteins, and dairy products.
- **Portion Control:** We will serve appropriate portion sizes based on the age and developmental needs of the children.
- **Limiting Added Sugars and Sodium:** We will minimize the use of added sugars and sodium in the meals and snacks we offer.
- **Allergies and Dietary Restrictions:** We will accommodate children with food allergies or dietary restrictions by providing alternative options that meet their nutritional needs.

Menu Planning

- **Variety and Seasonality:** We will strive to offer a diverse range of foods and incorporate seasonal produce into our menus.
- **Cultural Sensitivity:** We will consider the cultural backgrounds and dietary preferences of the children and their families when planning meals and snacks.

Mealtime Environment

- **Positive Atmosphere:** We will create a relaxed and enjoyable environment during mealtimes, encouraging children to try new foods and engage in positive social interactions.
- **Role Modeling:** Staff members will act as positive role models by demonstrating good table manners.
- **Adequate Time:** Sufficient time will be provided for children to eat their meals and snacks, ensuring they can consume food at their own pace.

Hygiene

Staff and children must wash their hands or use hand sanitizer at the start of a shift, before serving food, after eating, and after any indoor or outdoor activity.

All surfaces must be cleaned at the beginning and end of each program using an approved chlorine-based disinfectant. The kitchen and all reusable utensils and utensils will be sanitized after each use.

Staff Training and Education for Food Safety and Hygiene

- All preschool and afterschool staff completed all training required by the DCYF.
- Food handler card: all staff members will have a valid food handler card issued by the state of Washington Department of Health. Through that training they will receive regular training and education on child nutrition, food safety, and the promotion of healthy eating habits.
- Food Handling and Storage: We will adhere to strict food safety standards for the handling, preparation, and storage of all food items.
- Allergen Awareness: Staff members will be trained in recognizing and addressing potential allergens to ensure the safety of children with food allergies.
- Sanitation Practices: Regular cleaning and sanitation procedures will be implemented to maintain a hygienic environment in the kitchen and dining areas.

Parent Involvement

- Communication: We will maintain open lines of communication with parents regarding the menu, nutritional information, and any updates or changes to the food health policy.
- Collaboration: We will actively engage parents in discussions about their child's dietary preferences, allergies, and cultural considerations to ensure a collaborative approach to promoting healthy eating habits.
- For meals provided by parents, including lunches, we ask parents to follow the USDA guidelines posted [here](#) and include a cold or warm pack in their lunchboxes to keep the food at the right temperature.

Food: Snacks and Lunches

During afterschool hours, JOL provides a healthy daily snack around 3:00 PM. On Wednesdays, due to early release, we offer two snacks—one at 2:00 PM and another around 4:00 PM. Snacks include a mix of kitchen-prepared items and individually wrapped options such as popcorn, pretzels, granola bars,

cheese sticks, yogurt, cut fruit, cereal with milk, and bagels with cream cheese.

We accommodate **allergies and dietary restrictions**—please make sure to inform us of any food-related needs when you enroll your child.

If your child doesn't want the snack provided, we encourage them to check their lunchbox for any leftovers. You're also welcome to send an extra **nut-free**, individually wrapped snack for your child to have as a backup.

Please make sure your child brings a **water bottle** every day—we're happy to refill it as needed.

On **camp days** (during both the school year and summer), families must pack a **nut-free lunch** for their child(ren). JOL will provide both a **morning snack** and an **afternoon snack** on these days.

Allergies or Special Dietary Requirements

Parents can notify us of any allergies or dietary restrictions when completing the General Information Form on **Brightwheel** during registration. If your child develops a new allergy after registration, please notify us **as soon as possible**. A new form will be sent out to update your child's records accordingly.

Please also let our staff know directly if your child has any allergies or special dietary needs. These will be accommodated respectfully during snack times. In some cases, depending on the type of allergy, additional forms may be required by licensing and must be completed by the parent.

If your child brings a lunch that does not meet our **nut-free** guidelines or other restrictions we've been made aware of, JOL may contact you to make necessary adjustments.

Nut-free Environment

Jump On Languages is a **strictly nut-free** program due to student and staff allergies. This includes **both peanuts and tree nuts**. When sending food from home, please help us maintain a safe environment by ensuring all items are completely nut-free. Your cooperation is essential to protect the health and safety of everyone in our community.

Pest Management

We use the Integrated Pest Management (IPM) framework. In short we will use prevention, inspection, identification, monitoring and management to

reduce the presence of pests. We will use pesticides as a last resort. As long as we maintain a clean environment with limited opportunities for pests to access water and shelter, we will minimize the presence of pests. More details can be found [here](#).

Pets and animals

Pets and animals are not permitted in licensed areas.

Weapons

Weapons of any kind are not permitted at Jump On Languages.

Body fluids

In situations where a student or staff is bleeding or vomiting, staff must always wear protective gloves to help block any bodily fluids from touching their skin. If any clothing has bodily fluids on it, it should be removed and placed in a plastic bag. We will always have spare clothing for students and staff.

Incident report

All health related incidents must be reported through Brightwheel by JOL personnel, an Incident Report must be filled out and a photo of the report will be sent through Brightwheel to the family.

Child Abuse and Neglect Policy

Jump On Languages will not tolerate any form of child abuse, sexual, physical, mental, or emotional. We prohibit any person on the premises to use corporal punishment, or hit, jerk, shake, spank, slap, kick, or inflict physical pain to students. JOL Staff is required by Washington State law to report immediately to the police and /or CPS, any instance where there is reason to suspect the occurrence of physical, sexual, or emotional abuse, neglect or exploitation of a child. Staff may or may not consult with JOL administration, call CPS and document the occurrence as required by CPS regulation and/or recommendation.

We may or may not notify families if the police or CPS is called about a possible child abuse/neglect/exploitation, depending on the reporter's judgement and the recommendation by CPS.

Emergency Preparedness Plan

Jump on Languages has an emergency plan in case our center is affected by a natural disaster such as earthquakes and fires, or if staff and students have

to shelter in place. We do a monthly drill at our center to prepare staff and students so they know how to respond in case of a natural or man-made emergency. Families can review our emergency preparedness plan on [this link](#).

If you have any questions regarding our monthly drills and our emergency preparedness plan you can contact Eddy Reif at eddy@jumponlanguages.com

Feedback and Suggestions

At Jump On Languages, we welcome feedback and are always looking for ways to improve our program. If you have any suggestions, please share them with our Afterschool Coordinator or Executive Director. They will consult with other JOL staff as needed to ensure your input is thoughtfully considered.

We also truly appreciate kind words and compliments. As a small family-run business, positive reviews on platforms like **Yelp, Facebook, and Google** make a big difference and help us grow our community.

Problem Resolution (Resolving Family Concerns)

Should a situation arise that involves the JOL program or employee, please follow the following guidelines to have your concerns addressed:

Bring your issues to the attention of the after school coordinator and Executive Director. Every effort will be made to address the issues and reach a solution.

If you wish to make a formal complaint, provide a short written explanation of the issue to the Executive Director. If deemed necessary, a meeting will be scheduled to address the issues.

Dismissal from the School

We reserve the right to dismiss your child from our school enrollment if their behavior, or that of the parents, becomes unacceptable or disruptive. This includes non-compliance with the policies and procedures outlined in this document.

The Jump On Languages Founders and Directors

Jump On Languages is a family owned business founded by Paola Mizrahi and her spouse, Eddy Reif.

Paola Mizrahi - CO-FOUNDER & EXECUTIVE DIRECTOR

Email: info@jumponlanguages.com | Phone: (206) 408-2668 | www.jumponlanguages.com | Follow us:  

Paola holds a BA in Psychology from the Catholic University Andrés Bello, Caracas, Venezuela, and a Masters of Social Work from the University of Washington. She has more than 20 years' experience working with families and children in different positions.

She was Family and Community Engagement Supervisor at Seattle Public Schools, Spanish Preschool Teacher at Hutch Kids Childcare Center in Seattle, and has been leading groups and camps for children since she was 16 years old.

She was born and raised in Venezuela, where she learned not only the rich Spanish Language but also the lively Latin-American culture, based on community values, festive spirit, curiosity and creativity.

She strongly believes that children thrive when they are engaged, motivated, and challenged in a safe environment. Her philosophy for Jump on Languages is based on positive relationships, interactive learning, and celebration of growth.

Eddy Reif - CO-FOUNDER & CHIEF EXECUTIVE OFFICER

Eddy has always been passionate about working with kids, from being counselor for youth programs in his home country of Venezuela to serving on the board of Hutch Kids (the day-care affiliated with the Fred Hutch Cancer Research Center, SCCA and UW) for six years. Eddy is the co-founder of Jump On Languages and runs the business and administrative side of the program. He was born and raised in Venezuela, and he holds a degree in Industrial Engineering from Simon Bolivar University, as well as an MBA from UC Berkeley. His professional career includes experience in brand management at Procter & Gamble, marketing for Venezuela's largest newspaper, management consulting, and 15 years at Amazon leading product and engineering teams. In January 2021, Eddy decided to dedicate himself full time to the community and to running Jump On Languages. He loves using his business and project management experience to make an impact. He also spends time supporting Seattle Public Schools' COVID protocols at John Stanford International School and teaching project management courses at UW.

DISCLAIMER

Please note that while we do our best to maintain a detailed and thorough Family Handbook, with or without notice, some things can change based on the decisions of the JOL Administration. If you find any part of this document unclear, or have a recommendation for additional content, please speak with the JOL Administration or email Eddy Reif at eddy@jumponlanguages.com.

