

# Smiling Hill Farm Summer Farm Program

## Parent Handbook 2026

781 County Road

Westbrook, ME 04092

207-775-4818 ext. 126

[summer@smilinghill.com](mailto:summer@smilinghill.com)

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## **1. General Information on Smiling Hill Farm:**

Smiling Hill Farm is a working dairy Farm in the Greater Portland Area. Smiling Hill Farm is home to 500 acres ranging from forested areas to open grazing land. The Barnyard is home to 175 animals, including: chickens, goats, sheep, cows, horses, alpacas, rabbits, etc. While enrolled in this program, children will be working with and around the animals. They will get dirty.

Our programs are designed to: encourage a strong passion for animal welfare; promote responsibility in the care of animals; educate about the needs of the animals; encourage a human-animal bond; educate about the purpose of Farm animals and provide a fun and safe learning experience! Please be aware we take a hands-on approach to teaching about the care of the animals. This requires active participation in feeding, watering, and cleaning in and around animals. Smiling Hill Farm is unable to accommodate children with significant behavioral and/or emotional difficulties. If your child requires additional support in the school/home setting and other recreational programs, we suggest looking into programs that are more therapeutic in nature. We are unable to provide 1:1 support, and we do not have anyone on staff who is trained to give medical attention beyond basic first aid and CPR. If you have specific questions about how we can support your child please reach out to [summer@smilinghill.com](mailto:summer@smilinghill.com) before signing up to ensure this program is a good fit.

### **Parking:**

Our parking area is located in front of the Barnyard/Gift Shop at the top of the hill. The speed limit on our property is 10 mph. Please drive responsibly. Please park in this location and walk over to the birthday barn for drop off and pick up.

## **2. Communication:**

### **Parent Information:**

Upon the completion of Registration, someone will be in touch. Our coordinator comes in once a week during the off season to register children. We will contact you again the week before your selected program begins. \* Before entering the program, you and your child(ren) are welcome to schedule a private tour of the facilities that they will be using by phone or email. Please do not show up during business hours expecting an immediate tour. We are open to the public April 18 – November 1. During that time, you may visit the Barnyard with your child(ren) for a fee.

### **Payment Communication:**

After you have signed up for a program you will be contacted by the coordinator. Payment in full is due at the time of registration. If this causes a problem, please work out a plan with the coordinator.

If you have any additional questions after reading our Parent Handbook, please contact us at [summer@smilinghill.com](mailto:summer@smilinghill.com).

## **3. Program Hours / Pick Up:**

### **Normal Program Hours:**

Programs begin promptly at 8:30 a.m. and end at 12 p.m. (4-5 year olds) or 3:30 p.m. (6-14 year olds). Parents, please arrive 10-15 minutes early on your child(ren)'s **first** day of the program. After your child(ren)'s first day, please arrive no earlier than 5 minutes prior to 8:30 a.m. Children will be dropped off at our Birthday Barn, please park in the main parking lot as we do not allow vehicles at the Birthday Barn. Please call ahead to let us know of any time issues (775—4818 ext 126). Keep in mind our Barnyard Animal Exhibit and the Ice Cream Barn do not open until 10 a.m. Upon dismissal, parents are encouraged to speak with staff about how the day went and upcoming activities.

### **Parent Authorization**

Your child(ren) will only be dismissed to those listed on the Google Form. If you need to add an extra person(s), you can do so in the morning at drop-off. We will not release your child(ren) to anyone not on the form, unless we have written authorization. All parents or persons picking up your child(ren) must provide valid I.D. in order for the child(ren) to leave.

### **Late Pick-Up/Early drop off:**

Programs end promptly at 12 p.m. (4-5 year olds) or 3:30 p.m. (6-14 year olds). Any participant picked up 10 minutes after their program has ended will be charged an additional \$1.00 per minute. Any parent who drops off their child(ren) more than 10 minutes before scheduled care or picks up 10 minutes after scheduled care will be charged \$1.00 per extra minute. You will be charged at the end of the week. In case of emergency, please notify us immediately.

### **Before & After Care:**

There is no before and after care available.

## **4. Daily Attendance, Late Arrivals, & Early Dismissals:**

### **Absence:**

Attendance is taken every day. If your child(ren) will be absent, please call (207) 775-4818 ext. 126. Please leave a message on that answering machine. Or email [summer@smilinghill.com](mailto:summer@smilinghill.com)

### **Late Arrivals/Early Pick-Up:**

If you know in advance that your child(ren) will be arriving late or needs to be picked up early, please speak to a staff member or call (207) 775-4818 ext. 126. Unless prior arrangements are made, we have a no refund policy.

## **5. Dismissal Policy:**

### **Failure to pick up child:**

If the parent or authorized person(s) fails to pick up the child at the time of the program's closing, the staff will ensure that: Child(ren) is supervised at all times. Staff members will attempt to contact the parent or authorized person(s). If they can't be reached by 5:00 p.m. when the Barnyard closes, and the staff member(s) cannot continue to supervise the child(ren) at the Farm, the staff member will call the Department of Health & Human Services 24 Hour Child Abuse & Neglect Hotline at 1-800-452-1999 to seek assistance in caring for the child until an authorized person is able to pick up the child(ren).

## **6. Healthcare:**

### **Sunscreen Policy:**

During program hours, children will spend most of their time outdoors. All participants should apply sunscreen with a minimum SPF of 15 (30+ is preferred) to all exposed skin, including lips, daily.

Parents/Guardians are responsible for applying the first layer of sunscreen prior to the participant's arrival. Please provide enough additional sunscreen for further applications. Smiling Hill Farm staff will be responsible for follow-up applications at snack and lunch time. If your child(ren) is unable to apply their own sunscreen, please send spray sunscreen. Please be sure to label your child's sunscreen. If you want your child to wear sunscreen during the day, you must supply it.

### **Medical Information:**

All medical information must be completed on the Registration Form and Medical Forms. In case of an emergency, Smiling Hill Farm will notify the child(ren)'s guardians. If the guardians or the physician named on the application cannot be reached, the program director will attain any medical treatment necessary for the welfare of the child.

If your child is ill, please do not send him/her to the program, in the interest of everyone's health. If your child becomes ill at Smiling Hill Farm, you will be contacted to pick them up.

It is very important that you provide us with complete emergency contact information (other than yourself). In the case of any injury that requires medical attention, we will make every attempt to contact you prior to treatment. In the event you cannot be reached, we will have your written authorization on file to treat an injury requiring medical attention.

### **In case of emergency or illness:**

We will contact you immediately in the event of a medical emergency that cannot be treated at Smiling Hill Farm. A child with a temperature of 100 degrees or higher, vomiting, suffering from diarrhea or any other illness symptoms will be sent home for the day and cannot return for 24 hours. Do not bring your child(ren) to the Farm with these or any other symptoms of illness, including positive COVID tests. We seek the counsel of parents whenever a child is ill, abnormally homesick, or whenever something extraordinary occurs. Please do not be alarmed if you receive a call from us. Be sure to indicate on the Registration Form and Medical Form how we may reach you. Emergency contacts must be different people other than guardian 1 or guardian 2. We will make every effort to contact the guardians first in an emergency. In case of injury, the Smiling Hill Farm staff will take necessary measures to ensure proper emergency care, which may include: treatment by staff for minor injuries, phoning you as the parent/guardian for instructions, calling local emergency care providers, or transporting the child(ren) to a doctor or emergency care facility when needed.

### **Allergies**

If your child has an allergy, please make sure it is documented on the Medical Forms. While Smiling Hill Farm is not a nut-free facility, we provide a nut-free table for any child(ren) who have allergies to use at snack & lunch times. Additionally, all children wash hands before and after snack and lunch periods. Please be aware that your child(ren) will be working with animals and hay. If these are allergies the child has, please send medication with them.

## **7. Daily Personal Items:**

### **What to bring:**

1. Wear or bring weather-appropriate clothing. Children must be prepared for the weather. This is a RAIN or SHINE program. In rainy weather, please send rain gear including rubber boots with your child(ren). During the hot weather, please dress accordingly. For safety reasons, sandals, crocs, flip flops, open toed shoes, and clogs are not permitted. Please keep in mind that this is a "hands-on" program, and we will be in the dirt!
  - a. Your child(ren) will be working with a variety of animals in a variety of situations; please do not dress your child in clothing that you do not want to get dirty.
  - b. Our program involves lots of walking. Please have appropriate shoes for appropriate weather.
  - c. We recommend old sneakers or boots during cow barn day.
  - d. Any child(ren) looking to work in animal enclosures must have closed toed shoes or boots. This is for your child(ren)'s safety while at the Farm. Wearing improper footwear will result in limited participation.
2. Extra change of clothes (weather changes very quickly). Especially on very hot days, as we may use a sprinkler.
3. Snack for 4-5 year olds; all day program children will need lunch & 2 snacks. You can put a lunch order in at drop off. It must be paid at pick up time.
4. Sweatshirt or jacket, raincoat, and boots on rainy days (or the day after).
5. Sunscreen (SPF 15+) and bug repellent.
6. Backpack or zipped bag for personal items.
7. Water bottle – if your child(ren) forgets a water bottle, they are able to purchase one from the Ice Cream Barn. You will be required to pay for the water bottle at the end of the day.
8. Hat
9. It is recommended that your child(ren) do not bring personal toys to the program including cell phones. If they need a cell phone for personal reasons, please talk to an employee.

### **Lunch & Snack:**

4-5 year olds will not need a lunch as they leave at 12:00 p.m. However, there will be a snack period daily.

6-14 year olds will have one to two snack periods and one lunch period. Please send your child with enough food for snacks and lunch time and utensils if they are needed. If your child(ren) has allergies, please make sure they are documented with the registration info. Lunches and drinks should be packed in insulated coolers or lunch bags.

#### **Lunch Orders:**

If children would like to order lunch please let someone know at drop off, and we can give you an order form. All lunches must be paid for at the end of the day.

#### **What NOT to bring:**

1. Anything brought to the program is the responsibility of the child(ren). Please do not send any valuables with your child(ren). Smiling Hill Farm is not responsible for any lost or damaged articles.
2. Radios, iPods, MP3 players
3. Knives, sharp objects, or weapons of any kind
4. Drugs, tobacco, or alcohol
5. Fireworks/sparklers
6. Anything of value that may be lost or get dirty or broken
7. Lighters or matches
8. Cameras (your child will have the opportunity to ask staff members to take pictures as they wish. All photos will be placed on our Summer Farm Program Facebook page. We will email you the link when the program begins.)
9. Phones must be on silent. Cell phones may be brought but kept in the child's backpack for emergency purposes only.

## **8. Behavior Expectations & Consequences:**

#### **Behavior & Discipline:**

Our philosophy is to help each child develop a level of respect for themselves, others, the animals, and the environment. Smiling Hill Farm reserves the right to remove any child(ren) from the program for violent or inappropriate behavior that causes risk to the individual, others, the animals, or the environment. Our programs are designed with multiple children working together. Your child(ren) will be working around large and small animals. If they are not comfortable with that, this program might not be the best fit. If a child's behavioral or emotional needs are upsetting to other children, too challenging for our high school- and college-aged staff to manage, or deemed unsafe by the Farm staff, you will be contacted by a Program Leader or Barnyard Manager to arrange early pickup.

#### **Conduct While Attending Our Programs:**

We work to maintain an atmosphere of respect, caring, and understanding at Smiling Hill Farm. Each child is required to participate and conduct themselves properly within the following rules:

- Respect each other, each other's property, Smiling Hill Farm property, and especially the animals.
- Cooperation and patience with each other and the animals.
- Listening to the program coordinators.
- Staying with the group.
- Tell a program leader if someone/something is bothering or upsetting you.
- Clean up after yourself.
- Fighting with others (including animals), yelling at others (including animals), and inappropriate language will not be tolerated.

Please discuss and reinforce these behavioral requirements with your child(ren). Our staff is trained to help children work through their conflicts & problems. Behavioral redirection is an opportunity for growth and learning. However, if a child continually disrupts programs and activities, or poses a safety risk to themselves or others, a written behavioral notice will be sent home explaining the issues to be addressed. In the event of three written notices, the program director reserves the right to suspend and/or dismiss the child from the program without reimbursement.

## **Discipline Policy:**

Attending the Summer Farm Program is a privilege that you, as a parent/guardian, have chosen for your child(ren). Every child has the right to an excellent program experience in a safe and fun atmosphere. Discipline will be handled in the following manner, or as otherwise decided by a Barnyard Manager in more serious cases. Offenses are carried over from the previous day and weeks if enrolled in multiple programs.

**First Offense (Yellow)** – Verbal Warning

**Second Offense (Orange)** – Redirection from the current situation and a child/staff member meeting

**Third Offense (Red)** – Written documentation, redirection, and a call to the parent from the Program Leader. At this point, the staff may ask you to pick up your child. Should a second call be necessary after the third offense, a meeting with the parent, child, Program Supervisor, and the Barnyard Manager must take place before the child can return to the program. Should a third call be necessary, the child will be suspended from the program. Before being allowed to return, the family must meet with the Barnyard Manager. Please note that if the issue is severe, such as those involving physical violence, some steps may be skipped. NO REFUNDS will be issued for a child suspended due to disciplinary problems.

## **9. Program Information:**

### **Staff & Group Ratios:**

We will follow daycare regulations regarding ratios.

### **Staff:**

Our staff is hired for their enthusiasm, creativity, animal knowledge, and supervision skills. Our staff is First Aid & CPR certified. Our program coordinator is a teacher of Early Childhood Occupations Education. We do not have a hired nurse on staff.

### **Rainy Days/Inclement Weather:**

Regardless of the weather, programs will continue, as animals still need to be cared for. Thunder and extreme weather will result in the group spending the day in any of the following areas: Ice Cream Barn, Dairy Barn, or Education Barn.

### **Program Schedule:**

Our Summer Farm Program has four different age groups: 4-5 year olds; 6-8 year olds; 9-11 year olds; and 12-14 year olds. Our Summer Farm Program consists of half-day and full day activities. We encourage your child to register for multiple sessions, as each week, something new is happening at the Farm. Our programs begin on Monday, June 22<sup>nd</sup>, and end on Friday, August 19<sup>th</sup>. For 4-5 year olds, the program day begins at 8:30 a.m. and ends at 12:00 p.m. The older aged sessions are from 8:30 a.m. to 3:30 p.m. Programs are designed for weekly enrollment. While daily sign-ups are allowed, priority & availability will go to weeklong sign-ups. Daily sign-ups will be allowed if programs are not full 14 days prior to the program starting.

### **Surveys:**

Before your child(ren) 's final day at our program, a survey will be emailed home focusing on your thoughts and those of your child(ren). Please take the time to fill out this survey to give us feedback for the upcoming season.

## 10. Financial Policies

### Registration:

Registration is available through email. To request, please email [summer@smilinghill.com](mailto:summer@smilinghill.com) In order to register your child(ren), we need the following, with a separate form for each child:

1. Completed Registration Form
2. Completed Medical Forms
3. Copy of Insurance Card
4. Full Payment – You can pay with a credit card on the form or by mail with a check.
5. Signed Terms of Agreement
6. Google Form – FREE T-shirt and pick up information. – This will be sent after the above information is received.

Complete applications will be processed in the order in which they are received. Please make sure your application is complete when you apply. This will ensure a quick registration process. Slots have been filling up fast, so please make sure you have included everything. If you have emailed your forms, we will hold your spot for 5 days to wait for your mailed-in payment. After 5 days, we will move to the next completed application.

Please send payment/paperwork to:

Smiling Hill Farm  
Attn: Summer Farm Program  
781 County Road  
Westbrook, ME 04092  
Fax: 207-775-5484

To request additional paperwork or for questions, please contact us at:

[summer@smilinghill.com](mailto:summer@smilinghill.com)

Phone: 207-775-4818 ext. 126

We encourage early registration to ensure space in the program of your first choice.

### Payment:

- Payment may be made via cash, check, Visa, AMEX, Discover, or MasterCard.
- Full payment is due at sign-up or when 6 children have enrolled in the program.
- If six children have not enrolled, we will let you know by June 1st whether the program will not run.

**Late Registrations will be accepted as space allows.**

### Pricing:

#### **Full Week Participants:**

- 4-5 year olds: \$275.00
- 6 and above year olds: \$400.00
- 12- 14 year olds 3-day week – August 17th - \$270.00

#### **Daily Participants:**

- 4-5 year olds: \$65.00
- 6 and above year olds: \$90.00

Any parent who drops off their child(ren) more than 10 minutes before scheduled care or picks up 10 minutes after scheduled care will be charged \$1.00 per extra minute. You will be charged at the end of the week.

*\*\*Prices subject to change for 2027\*\**

### **Discounts:**

Discounts are available for those applicants meeting the following qualifications, but are only valid for those in weeklong programs:

- When enrolling more than 1 child, a multi-child discount of \$20 off the total amount due per additional child.

### **Cancellation Policy:**

Our 4-5 year old program requires at least 3 children in order to run the program. Our programs for 6-year-olds and above require at least 6 children to run. If program capacity requirements are not met, the program will be canceled. Programs will be canceled by June 1st. Payments will not be processed till camps have 6 children enrolled and will be processed automatically unless you have been asked to be notified. You will be sent a receipt once your payment has been processed, if requested.

### **Refund Policy:**

We have a no-refund policy. In extreme situations or on a case by case base, please reach out, and we might be able to accommodate your request.

## **11. Other:**

### **Lost and Found:**

Smiling Hill Farm keeps a lost & found bin in the Gift Shop. Please label your child(ren)'s belongings. Please check with your child(ren) on their last day of the program to make sure they have everything. If something is left behind, we will keep it for your child(ren) for the next day. Items will be placed into lost and found for up to a week after the program has ended.

### **Photo Release:**

Smiling Hill Farm will take photos throughout the program of the children taking part in various activities. These photos may be used in future advertising and will be added to the Smiling Hill Farm Facebook page. We will also upload the photos to our Summer Farm Program Facebook page during the week and send you a link to access them.

*Thank you for sending your child(ren) to our program! We look forward to Summer 2026 and many new memories.*

## **Frequently Asked Questions:**

### **1. Who are the program leaders?**

Each program has at least one program leader and some have multiple leaders. Leaders are specifically chosen for their interest in the program. Leaders consist of seasoned staff and an Early Childhood Occupations Education teacher as our coordinator.

### **2. How do we screen our staff?**

All applications are reviewed based on specific Smiling Hill Farm criteria. Once applications have been reviewed, selected individuals are chosen for interviews. After the interview process is completed, new hires spend their first two weeks with seasoned staff members undergoing training.

### **3. What percentage of your staff return each summer?**

Smiling Hill Farm hosts a group of year-round employees. We also have a group of employees who are in high school or college and return each summer. On average, 75% of our staff return each summer.

### **4. Will my child(ren) be with the same staff member(s) daily?**

Smiling Hill Farm is open daily, and our employees are scheduled for a variety of shifts for the week. We strive to have the same employees with the same group of children as many days as possible, but fluctuation will occur. We also have Teachers in Training who will be helping lead our programs.

### **5. What if the program I wanted is full?**

Smiling Hill Farm offers a select number of programs to accommodate the most children in the best environment. Our small staff to child ratio means your child(ren) will receive the most attention possible. We encourage early registration to avoid wanted programs being full. We will add your child(ren) to our waiting list if the desired program is full.

### **6. Can I sign my child(ren) up for one day of the program?**

Priority is given to weeklong participants. If there is still room in the program, we will accept single-day participants. Please understand that having your child arrive after the first day will limit the extent of the education they can receive here at the Farm and the activities they can take part in.

### **7. This will be my child(ren)'s first time away from home. Can I sit in on the program?**

Our program staff work with the children throughout the week to introduce them to new activities and animals. We ask that parents/guardians respect our program and staff, and that they wait in the parking lot if they wish to remain on-site.

### **8. My child(ren) is terrified of (insert type of animal here). Will this program work for him or her?**

Our program is designed to have small groups with staff members who can work through the child(ren)'s fears. We encourage parents to try to help their child(ren) not be afraid.

### **9. What is the difference between our Summer Farm Programs and a Summer Camp?**

Smiling Hill Farm has designed this program with the education of youth in mind. Our goal is to teach the younger generation about animals and agriculture. Our program focuses on animal care, including feeding, watering, and cleaning, while also providing time for working with and interacting with the animals.

Summer Camps offer a variety of activities, often including water activities, sports, arts, crafts, music, and many other specialties. Summer Camps typically have larger group sizes or age ranges of children. We believe that, with our small groups, we can interact more effectively with each child and the animals in the program.

**10. What animals will my child(ren) be working with?**

Smiling Hill Farm hosts a variety of animals that your child(ren) will be working with. Animals include: sheep, goats, cows, rabbits, alpacas, potbelly pigs, ferrets, chickens, ducks, geese and a variety of others.

**11. Can my child(ren) work with horses?**

Our program offers your child(ren) the opportunity to work with a variety of animals. Unfortunately, horses and donkeys are restricted species, and children are not allowed to work with them at this time.

**12. How dirty will my child(ren) get?**

Children will be working with staff to feed, water, and clean animals and their pens/enclosures/stalls. Please be aware that this includes the possibilities of mud, sand, hay, dirt, or water being on your child's clothes at the end of the day.

**13. What if the day is extremely hot?**

Our program continues regardless of the weather. On warmer days, we will schedule our activities so we are in the shade and out of the sun during the hottest part of the day. We may also be under the sprinkler.

**14. What happens in the event of thunderstorms?**

In the event of extreme weather, such as a thunderstorm, the program will be moved into the Ice Cream Barn or to the Cow Barn.

**15. Will there be restrooms for my child to use?**

A porta-potty is located next to the Birthday Barn. Depending on where the group is when a restroom break is needed, there are also restrooms in the Ice Cream Barn.

**16. My child(ren) isn't potty trained; will there be someone to help them?**

No, please only send your child if they are confident using the restroom independently.

**17. What if my child(ren) doesn't want to participate?**

Our programs are designed to be all-inclusive. Each day offers different activities depending on the variety of animals in focus. If your child(ren) doesn't want to participate in one activity (i.e., walking an alpaca), an alternative activity may be offered to the child that they can do on their own within sight of the staff (coloring, activity pages, etc.). We encourage participation in every activity. If your child still wishes not to participate, the group will continue with the planned activities. Due to our small group size, our staff need to be with *all* children and cannot be *one-on-one* with a child who does not wish to participate.

**18. What if the program isn't a good fit for my child(ren)?**

We encourage parents to speak with leaders and managers, if necessary, about the child's participation. Please remember that we have a no-refund policy. It is very important to make sure this is a good fit for your child. Refunds are given on rare occasions. We will do our best to ensure your child has a great experience.

Thank you for sending your child to Smiling Hill Farm's Summer Farm Program!

If you have questions, please contact [summer@smilinghill.com](mailto:summer@smilinghill.com)

## 2026 Summer Farm Program Registration Form

A Google Form will be sent after the application is received, requesting more information.

### Child's Information:

First Name: \_\_\_\_\_ Last name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Grade in school 2025/2026: \_\_\_\_\_

**Parent/Guardian Information:** Primary Guardian is responsible for payment.

**Primary Guardian** First name: \_\_\_\_\_ Primary Guardian Last name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Secondary Guardian** First name: \_\_\_\_\_ Secondary Guardian Last name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Program Selection Please circle:

Preschoolers: Ages 4-5      8:30 a.m.—12:00 p.m.      7/6-7/10      7/27-7/31

6-8 year-olds:      8:30 a.m. —3:30 p.m.      6/22-6/26      7/20-7/24      8/3-8/7

9-11 year olds:      8:30 a.m. —3:30 p.m.      7/13-7/17      8/10-8/14

12-14 year olds:      8:30 a.m. —3:30 p.m.      8/17-8/19

I am registering for 1 or 2 weeks of camp. \_\_\_\_\_

Priority is given to people that would like to attend camp for the week. SOMETIMES we can accommodate day campers. If you would like to come for just a few days, what days are you interested in? Please circle.

Monday      Tuesday      Wednesday      Thursday      Friday

You will be sent a Google form for your FREE t-shirt (if you apply for camp before April 1<sup>st</sup>) and to provide us with pick-up information for your child. Please keep an eye out for an email. This will be the last step of your registration and is required to confirm your spot.

## Smiling Hill Farm Summer Farm Program Medical Form

The information on this form is not part of the child or staff acceptance process but is gathered to assist us in identifying appropriate care. Any changes to this form should be provided upon participant's arrival to the program. Provide complete information so that the program can be aware of your needs.

Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Age at program: \_\_\_\_\_

Home Address: \_\_\_\_\_

Custodial parent/guardian: \_\_\_\_\_ Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

Second parent or guardian or emergency contact: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

If not available in an emergency, notify: \_\_\_\_\_

Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

### Insurance Information:

Is the participant covered by family medical/hospital insurance?  Yes  No

If so, indicate carrier or plan name \_\_\_\_\_ Group # \_\_\_\_\_

**Photocopy of front and back of health insurance card must be attached to this form.**

Important – These boxes must be complete for attendance

Parent/Guardian Authorizations: This health history is correct and complete as far as I know, and the person herein described has permission to engage in all program activities except as noted. I hereby give permission to the program to provide routine health care, administer prescribed medications, and seek emergency medical treatment. I agree to the release of any records necessary for treatment, referral, billing, or insurance purposes. I give permission to the program to arrange necessary related transportation for my child. In the event I cannot be reached in an emergency, I hereby give permission to the physician selected by the program to secure and administer treatment, including hospitalization, for the person named above.

Signature of parent or guardian: \_\_\_\_\_

Printed name: \_\_\_\_\_ Date: \_\_\_\_\_

### ALLERGIES List all known:

Medication allergies (list) Describe reaction and management of the reaction.

\_\_\_\_\_

\_\_\_\_\_

Food allergies (list)

\_\_\_\_\_

\_\_\_\_\_

Other allergies (list)

\_\_\_\_\_

\_\_\_\_\_

Name \_\_\_\_\_

**MEDICATIONS BEING TAKEN**

Please list ALL medications (including over-the-counter or nonprescription drugs) taken routinely. Bring enough medication to last the entire time at Smiling Hill Farm Summer Farm Program or Junior Farmers Program. Keep it in the original packaging/bottle that identifies the prescribing physician (if a prescription drug), the name of the medication, the dosage, and the frequency of administration.

This person TAKES NO MEDICATIONS on a routine basis. OR  This person TAKES MEDICATIONS as follows:

Med # 1 \_\_\_\_\_ Dosage \_\_\_\_\_ Specific times taken each day \_\_\_\_\_

Reason for taking \_\_\_\_\_

Med # 2 \_\_\_\_\_ Dosage \_\_\_\_\_ Specific times taken each day \_\_\_\_\_

Reason for taking \_\_\_\_\_

Attach additional pages for more medications.

**RESTRICTIONS** (The following restrictions apply to this individual.)

Does not eat:  Red meat  Pork  Dairy Products  Poultry  Seafood  Eggs  Other (describe) \_\_\_\_\_

Explain any restrictions to activity (e.g. what cannot be done, what adaptations or limitations are necessary) \_\_\_\_\_

GENERAL QUESTIONS (Explain "yes" answers below.)	YES	NO
1. Had a recent injury, illness or infectious disease?		
2. Have a chronic or recurring illness/condition?		
3. Ever been hospitalized?		
4. Ever had surgery?		
5. Have frequent headaches?		
6. Ever had a head injury?		
7. Ever been knocked unconscious?		
8. Wear glasses, contacts, or protective eyewear?		
9. Ever had frequent ear infections?		
10. Ever passed out during or after exercise?		
11. Ever been dizzy during or after exercise?		
12. Ever had seizures?		
13. Ever had chest pain during or after exercise?		
14. Ever had high blood pressure?		
15. Ever been diagnosed with a heart murmur?		
16. Ever had back problems?		
17. Ever had problems with joints (e.g., knees, ankles)?		
18. Have an orthodontic appliance brought to the program?		
19. Have any skin problems? (e.g., itching, rash, acne)?		
20. Have diabetes?		
21. Have asthma?		
22. Ever had emotional difficulties for which professional help was sought?		

Please explain any "yes" answers, noting the number of the question(s). \_\_\_\_\_

Which of the following has the participant had? (Please circle)

Measles      Chicken Pox      German Measles      Mumps      Hepatitis A      Hepatitis B      Hepatitis C

Use this space to provide any additional information about the participant's behavior and physical, emotional, or mental health about which the program should be aware. \_\_\_\_\_

Name of family physician: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Child's Name: \_\_\_\_\_

TERMS OF AGREEMENT: In attending Smiling Hill Farm Summer Program, I understand that there are rules to follow at Smiling Hill Farm. I understand that these rules will be brought to my attention by my program leaders. I understand that if I do not follow these rules, I may receive discipline warnings. In the event I disrespect my peers, the animals, the environment or my leaders, my guardians will have to be contacted. For more information on the behavior expected at Smiling Hill Farm, please see pages 5 and 6. By signing below, the guardian has instructed the child participating in the program of ALL behavioral guidelines. The child named above has permission to participate in all activities. I understand that certain activities have risks associated with them

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TERMS OF AGREEMENT: Smiling Hill Farm is not responsible for lost, stolen, or damaged personal property. I agree to abide by the program guidelines as outlined in the attached literature and any other rules outlined in subsequent literature. I also agree that photographs taken of my child(ren) during the Summer Farm Program may be used in future advertising. I have read the entire Summer Farm Program Handbook and agree to the stated policies and terms of agreement/Registration. I am enclosing the full amount due as itemized above. **I understand that the non-refundable payment is due in full at the time of registration** for each child and must be enclosed with the completed Registration and medical form(s). I understand that my child (ren) will not be able to attend the program if fees are outstanding. In the event I cannot be reached, I hereby give permission to Smiling Hill Farm to secure the proper treatment for my child (ren) at my expense. I have read the entire Summer Farm Program Parent Handbook and agree to the stated policies and terms of agreement/Registration. These terms shall serve as the parent/guardian authorization, release, and assumption of risks for claims arising from incidents surrounding my child(ren) 's participation in Smiling Hill Farm programs, for my child(ren), my spouse, my heirs, executor, administration, assignees, and all other members of my family.

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Payment due in full**

Do you have a sibling signed up for a program this summer? If yes, please let me know the name and camp date for a discount on the second child. \_\_\_\_\_

Amount enclosed \$ \_\_\_\_\_  Check # \_\_\_\_\_ \* Slot will be held for 5 days if you email your application and send check.

Please charge my credit card: Exp: \_\_\_\_\_ CCV: \_\_\_\_\_ Card Number: \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_ Credit Card Signature: \_\_\_\_\_

Billing address on card: \_\_\_\_\_

I authorize Smiling Hill Farm to charge my credit card for the full payment amount of \$ \_\_\_\_\_ which will be processed as soon as 6 children have applied. **If you need to be notified before payment is made, please check this box.**  **Please keep a close eye on your email for payment notification so you do not lose your spot.**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return medical forms and terms of agreement to:**

Smiling Hill Farm  
Attn: Summer Farm Program  
781 County Road  
Westbrook, ME 04092  
Fax: 207-775-5484 phone 775-4818 ext. 126

[summer@smilinghill.com](mailto:summer@smilinghill.com)

## Check List

Your application packet will be processed in the order they are received and must be complete in order to be processed. Please make sure you have the following items. This is for your use to ensure your packet is complete.

- Registration Form Page 11
- Medical Form Page 12
- Medication/health Information Page 13
- Terms of Agreement Page 14
- Insurance Card (Front and Back) or a note that you do not have insurance.
- Payment - on page 14, you can pay by credit card or send a check. We will hold your spot for 5 days if you are sending a check. Payments will be processed as soon as 6 children have applied. Last year, that was the same day applications opened. You will not be notified before we process the payment unless noted on your application.
- A Google Form will be emailed to you once we know you have a spot in the week you have chosen. This will include pick up information (you can add more people later) and a Free T-shirt (**if you apply for camp before April 1<sup>st</sup>**). This will be the last step of your registration and is required to confirm your spot.

PLEASE remember that we have usually already turned other families away from slots for these camps and have a NO REFUND policy. Exceptions may be made in extreme circumstances. A full refund will not be granted – a processing fee will be charged if a refund is granted by the management.