**Standard Operating Procedure**

**NDOG Kidz Klub**

**Objective:** To introduce gardening as a fun, hands-on experience through being in touch with nature and learning gardening skills.

**Location:** A site for the NDOG Kidz Klub meeting will be designated on the grounds of the Howard County NDOG/Farmers’ Market.

**Time:** Friday, May 12 – August 11, 20178:00 am – 9:30 am

**Application:** Parent/guardian will fill out an application for each child attending.

**Parent Responsibilities:**

1. Parent will sign each child in and out for each NDOG Kidz Klub meeting. Child will not be allowed to leave the meeting location until signed out. Parent will be prompt in picking up child at end of meeting.

2. Parent agrees to remain on the grounds of NDOG or Howard County Farmers’ Market at all times that the child is in attendance.

3. Parent agrees to accompany any child under the age of three (3) and remain with the child during the Kidz Klub meeting.

4. Parent will remain available by cell phone in case of emergency, bathroom needs, etc.

5. Parent will provide information regarding allergies/medical conditions on the NDOG Kidz Klub application and will supply updates as needed.

6. Parent will bring child dressed appropriately for outdoor activities. Parent will provide child with sunscreen, hat or sunglasses, water bottle with child’s name on it, and other items requested by the staff.

**Weather:** In the case of inclement weather (rain, lightening, etc.) NDOG Kidz Klub may be cancelled for the day.