



2025-2026 Homeschool Enrichment Lab Policies

Thank you for your interest in our Homeschool Enrichment Program - we cannot wait to make learning FUN for your student! Below are the policies for our once-a-week drop-off program for you to review. Please ensure you read this in its entirety.

Our mission is to provide children in our community with engaging and enriching learning experiences that foster intellectual curiosity, creativity, and personal growth. Through a dynamic and differentiated program, we support their cognitive and emotional development while nurturing essential skills in leadership, communication, critical thinking, and independent learning.

We emphasize hands-on, inquiry-based learning through STEAM, problem-solving challenges, and outdoor exploration. Our program also integrates valuable life skills such as gardening, cooking, money management, and other practical experiences, empowering children to become confident, well-rounded individuals prepared for lifelong success.

General Information & Daily Schedule

The Local Spark Art Studio's phone number is (501) 327-5421. We will be taking phone calls here until the program begins in August. We will be giving out the direct number of our teacher the first week of classes. The address of our location is 8 Treece Trail, Greenbrier, AR 72058. We are located off of West Cadron Ridge Road. The Enrichment Lab sits next to our director's home.

Our program will be held once a week from 9am-2:30pm. We are offering classes Tuesdays-Thursdays for children ages 6-12 years. Students may be separated based on age/ability into small learning groups to complete various activities. We maintain a maximum teacher to student ratio of 1:12.

Our classroom teacher, Mrs. Christianson, has over 6 years of experience as a certified general education teacher. She holds a Bachelor of Science in Education for grades K-6. Robin also has completed hours towards her MSE in Gifted, Talented and Creative. She has taught Kindergarten, First Grade, and 5th Grade in public school.



2025-2026 Enrichment Lab Calendar

August 19-21:	First Week of Classes!
November 25-27:	Thanksgiving Break - No regular classes
December 16-18:	Last week of classes - End of Semester 1 (17 Weeks)
December 22-January 2:	Winter Break - No regular classes
January 6-8:	Semester 2 classes begin!
March 23-27:	Spring Break - No regular classes
May 19-21:	Last week of classes! - End of Semester 2. (19 Weeks)

Lab Schedule 9AM-2:30PM

- Drop off / Makerspace
- Morning Meeting - Brain Games & Logic
- STEAM Explorations
- Lunch / Recess / PE Games
- Problem/Project Based Learning
- Life Skills
- Responsibilities / Closing / Pick-Up

Arrival/Dismissal & Morning/Afternoon Enrichment

Students can begin to arrive at the center at 8:55am and must be picked up by 2:35pm. A \$20 late pick-up fee may be charged every 15 minutes or portion thereof for any student picked up after 2:45pm.



Tuition

36 week program - Aug. 19 - May 21

Payment Options

-Annually \$2,340

-4 quarterly payments of \$585

Semester 1: August 1, October 1

Semester 2: January 1, March 1

-8 monthly payments of \$292.50

Semester 1: August 1, September 1, October 1, November 1

Semester 2: January 1, February 1, March 1, April 1

Invoices will be emailed for tuition payment online. Tuition is billed in advance on the 1st day of the month and is due by the 15th day of that same month to avoid a late fee. Enrolling mid-year may result in varied tuition installment amounts.

Education Freedom Account

We are an approved provider with the Arkansas Education Freedom Account Program. Parents with students receiving these funds will be responsible for submitting their invoices to classwallet for processing. We will receive an email notifying us when your invoice has been submitted and approved. Please be prompt when submitting your invoices. The payment process and turnaround time can be lengthy and we want your account to be in good standing.

Device Policy

To protect the safety of our students, we do not allow students to use personal devices to access online games, videos, music, and/or social media platforms. Students who bring a cell phone with them to the lab will be asked to leave their phones in their bags, so they are not used. Students will be permitted to use their personal devices to contact parents if needed.



Lunch

Students should be sent with a packed lunch that includes a water bottle and enough food for a full meal, with additional snacks in case they have an increased appetite. In the event a student forgets their lunch, we will provide them with mac and cheese and snacks.

Important Information Regarding Children with Health Concerns/Allergies

The safety of our students is our number one priority. If your student has any medical concerns and/or allergies (environmental or food), you must include that information on your registration form. While we have procedures in place to ensure the safety of our students, if your child has any severe allergies or medical concerns we feel cannot be accommodated at our facility, we reserve the right to deny their acceptance into our program.

Sick Policy

Students demonstrating any symptoms of illness should be kept at home. If your child wakes up and needs any medication at home to treat symptoms of illness, please do not send them to our center that day for the safety of our students and staff. If a student demonstrates signs of illness while at our center, the student will be separated from the group and made comfortable in a separate area. We will contact those listed as emergency contacts to arrange for the immediate pick-up of the child. Students must be fever-free for 24 hours before they are allowed to return. We will allow students who have been prescribed medication that needs to be taken during their time at our facility an opportunity to do so, and a medication log will be kept on file.

There are no make-ups or refunds for days missed due to illness.

Attendance Policy

It is expected that students will be in attendance on the days they are registered for. If a student needs to miss their scheduled day, they will have the opportunity to join another day within that same week as a make-up day. For example, if your child's registered day is Tuesday but they are unable to attend, they could attend Thursday's class. Make-up days must be arranged with the enrichment teacher prior to attendance.

There will be no refunds given to students who are absent for any reason.



Behavior Policy

To ensure a conducive learning environment for all students, it is expected that students will complete learning activities in a way that is not disruptive to the learning of the other students in that classroom/group. Students who exhibit disruptive behavior will be redirected by the teacher, and should this behavior continue, parents will be contacted to support our efforts to correct the disruptive behavior. If a student continues their disruptive behavior after a parent phone call has been made, they will be separated from the other students and their parents will be called to pick them up.

To maintain a positive and inclusive atmosphere for our students, we expect that all participants in our program will always treat our students and teachers with kindness and respect. Foul language, inappropriate jokes, and disrespectful words and/or actions toward our teachers or students will not be tolerated. If a behavioral concern arises, you will receive a phone call from our teachers, and we will ask you to address this concern with your child over the phone. If the poor behavior continues the same day after a phone call is made, we will call you again to come and pick up your child immediately for that day.

We have a zero-tolerance policy for displays of physical aggression toward others. If your child hits, slaps, scratches, punches, pulls hair, bites, spits on, or kicks another student/teacher, you will be called and are expected to pick up your student immediately.

The Enrichment Lab is not a behavior therapy program, and our teachers will not provide extended behavior support for any student. In the event we have a student who repeatedly exhibits poor behavior that jeopardizes the safety and/or enjoyment of our program for our students and/or teachers, we reserve the right to dismiss the student from our program entirely. No tuition refunds will be given for students who miss any classes and/or activities due to poor behavior that leads to early pick-up or dismissal from our program. If a parent has prepaid tuition in full and their child is dismissed from our program prior to the end of our academic semester/calendar year, a tuition refund will be given for future months that the child will not attend.



Inclement Weather Policy

If the enrichment lab needs to close due to inclement weather (snow, ice, etc.), we will schedule additional class days in the following week to make up for the missed time.

Notice of Cancellation

We require a 30-day written cancellation notice for all students enrolled in our Homeschool Enrichment Program. Full tuition will be due to satisfy the completion of this notice. Cancellations or changes in enrollment must be received in writing at tisenrichmentlab@gmail.com. **Verbal cancellations will not be accepted under any circumstances.**

Notice of Photography/Video Permission

We have a lot of interest in our programs, and we love highlighting the FUN-tastic events and activities our students engage in! Students enrolled in our program will occasionally be photographed and/or recorded for marketing purposes. These images and videos will be posted on our social media accounts but will never include personal student identifiers such as their name.

Please review the above policies with your child(ren) attending our program. By signing below, you acknowledge and agree to the policies set forth for our Homeschool Enrichment Lab Program.

Child(ren)'s Name(s) (please print): _____

Parent Name (please print): _____

Parent Signature: _____

Date: _____

Please Complete Table Below

Enrollment Fee*	Tuition Package	Payment Plan	
<input type="checkbox"/> \$30 (per family) *nonrefundable	<input type="checkbox"/> Annually <input type="checkbox"/> Quarterly <input type="checkbox"/> Monthly	<input type="checkbox"/> In Full (1 pymt)	\$2,340 / student
		<input type="checkbox"/> Quarterly (4 pymts)	\$585 / student
		<input type="checkbox"/> Monthly (8 pymts)	\$292.50 / student
Will you be using EFA Funds? (circle one) Yes or No			