



2026-2027

PARTICIPANT AND FAMILY

HANDBOOK



— THE —
COLLECTIVE
COMMUNITY | PURPOSE | INDEPENDENCE



WELCOME TO THE COLLECTIVE!

We are honored to partner with families to provide a faith-based community where teens and young adults with diverse abilities can grow in confidence, purpose, independence, and belonging.

At The Collective, we believe every individual is uniquely created with value, gifts, and purpose. Our goal is to create a safe, encouraging, relationship-centered environment where participants are supported as they build life skills, meaningful friendships, community connections, and vocational experiences.

Our program is centered around three core values:

COMMUNITY | PURPOSE | INDEPENDENCE

We are excited to welcome your family to
The Collective community.

MISSION STATEMENT

The Collective is a faith-based community where teens and young adults with diverse abilities grow in independence, discover purpose, and experience meaningful connection through life, work, and service.

VISION STATEMENT

To create a thriving community where teens and young adults with diverse abilities are supported, empowered, and inspired to live lives filled with community, purpose, and independence.



PROGRAM OVERVIEW

The Collective provides:

- Life skills development
- Community-based learning
- Social opportunities
- Volunteer and vocational experiences
- Independent living support
- Faith-based encouragement
- Relationship-centered programming



The Collective is designed to support participants ages 15+ with diverse learning, developmental, and support needs.

PROGRAM SCHEDULE

Program Schedule

Mondays & Tuesdays

8:30 AM – 2:30 PM

Families will receive a yearly calendar outlining:

- program days
- holidays
- planned closures
- community outing schedules
- special events

ADMISSIONS AND ENROLLMENT

To enroll in The Collective, families must complete:

- Participant application/intake form
- Family Meet and Greet via Zoom
- Enrollment Agreement
- Emergency contact forms
- Medical information forms
- Liability waiver
- Medication authorization (if applicable)
- Behavioral/support needs information

The Collective reserves the right to determine whether the program is an appropriate fit for a participant based on safety, staffing, and support needs.

All new participants begin with a trial enrollment period to ensure the program is an appropriate fit for both the participant and The Collective.



TUITION AND PAYMENTS

Tuition

Tuition rates will be outlined in each participant's enrollment agreement.

Current Pilot Program Tuition:

- 2-Day Program: \$700/month

Future program options may include:

- 3-day enrollment
- 5-day enrollment
- special enrichment opportunities

Payment Policies

- Tuition is due on the 1st of each month.
- Payments more than 7 days late may incur a late fee of \$25
- Participants using FES Unique Abilities Scholarship will need to reserve funds for The Collective on a monthly basis.
- Tuition reserves a participant's placement in the program.
- No refunds are provided for absences, vacations, or illness.

Families experiencing financial hardship are encouraged to communicate with program leadership.

ARRIVAL AND DISMISSAL

- Participants may arrive no earlier than 8:20 AM unless otherwise arranged.
- Participants should be picked up by 2:30 PM.
- Authorized pickup individuals must be listed on enrollment forms.
- Participants will only be released to approved individuals unless written authorization is provided.
- Families should notify staff if transportation arrangements change.

PARTICIPANT EXPECTATIONS

Participants are expected to:

- Treat others with kindness and respect
- Follow staff directions
- Participate safely in activities
- Use appropriate language and behavior
- Respect church and community property
- Maintain personal hygiene appropriate for group settings

The Collective strives to create a positive, encouraging, and respectful environment for all participants.

BEHAVIOR & SUPPORT POLICIES

The Collective understands that participants may require individualized support and redirection.

Our staff will use:

- positive encouragement
- de-escalation techniques
- structured support
- visual/verbal reminders
- collaborative problem-solving

Families are encouraged to share successful strategies and support plans.

The Collective may determine that the program is unable to safely support a participant if behaviors:

- create safety concerns
- require staffing beyond program capacity
- significantly disrupt the program environment

Whenever possible, collaboration with families will occur prior to enrollment changes.

The Collective is a community-based educational and enrichment program and does not provide medical, behavioral, therapeutic, or crisis intervention services.

HEALTH & MEDICATION POLICIES

Families should keep participants home if they are experiencing:

- fever in the past 24 hours
- vomiting or diarrhea
- contagious illness
- severe illness symptoms

The Collective must be informed of medical conditions, allergies, dietary restrictions, and emergency needs.

Medication Administration

Medication may only be administered with:

- signed authorization forms
- medication in original labeled containers
- clear dosage instructions

Staff are not licensed medical personnel.

Emergency medications (such as EpiPens or rescue medications) must be clearly communicated to staff.

TECHNOLOGY & ELECTRONICS

Personal electronic devices may be limited during program hours to encourage social interaction and participation.

The Collective reserves the right to restrict device use if it becomes disruptive.

PERSONAL BELONGINGS

Participants should bring:

- lunch on Tuesday
- water bottle
- personal care items if needed
- appropriate clothing for outings and activities

The Collective is not responsible for lost, damaged, or stolen personal items.

Families are encouraged to leave valuable items at home.

COMMUNICATION WITH FAMILIES

Open communication between staff and families is essential.

Families will receive:

- daily updates on private Facebook page
- event calendars
- program announcements
- progress observations
- photos

Families are encouraged to communicate questions, concerns, or changes in support needs.

PROGRAM CHANGES

The Collective reserves the right to:

- modify schedules,
- update policies,
- adjust staffing,
- or revise program procedures as needed to best serve participants and maintain safety.

Families will be notified of significant changes.