



Sarah Heinz House Boys & Girls Club



... Youth, Character, Recreation & Service ...

Membership Information Handbook 2009 – 2010

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What is Heinz House All About

"To develop and strengthen the leadership, character, and life skills of children and youth, especially those who need us most, by providing high quality recreational, social, educational, and mentoring programs which enable members to reach their highest potential; to use our exemplary programs, facilities and staff as a resource to the larger community"

PROGRAM YEAR: **OCTOBER 12, 2009 – APRIL 24, 2010**

MEMBERSHIP: Open to boys and girls between the ages of 6 and in the 1st grade through senior year in high school.

FEE: \$25 per year for the first child, \$20 for the second, \$15 for child after (must all be from the same household).

REGISTRATION: The programs run from October 12, 2009 to April 24, 2010. To become a member, stop at the house between the hours of 5:00pm-8:00pm Monday through Thursday September 28th through October 8th. Beginning October 12th registration is offered **Wednesdays 7:30-8:30pm, Thursdays 7:30-8:30pm, and Saturdays 9:30-11:00am. Membership registration for 2009-2010 program year ends February 13**

****NO REFUNDS ARE GIVEN TO INDIVIDUALS WHO WITHDRAW OR ARE DROPPED OR SUSPENDED FROM MEMBERSHIP BECAUSE OF ATTENDANCE OR BEHAVIOR.****

MEMBERSHIP REQUIREMENTS:

Members are required to attend Heinz House twice each week on specific days for their "core" programs.

1. Core Programs include one Group Club Program and Gym/Swim Program
2. **Membership ID badges must be worn by member each day**
3. Members must call or email the front desk to be excused from program 412-231-2377 or excuses@sarahheinzhouse.com

HOUSE HOURS:

Monday—Friday

Programs: 3:30pm-9:15pm, nightly payments end at 9:00pm
Office Hours: 6:00am-5:00pm

Saturday

Programs: 9:00am-3:00pm, payments end at 2:45pm.

Open Campus

Sarah Heinz House Boys & Girls Clubs is not a custodial care agency, does not have the right or responsibility to keep a child at the club, and does not assume responsibility for members if or when they leave the Club. Families should discuss with their children the risks of leaving the building without appropriate permission or supervision.

Building Closes

- Staff are not required to stay with your child after posted closing times. Please be on time to pick up your child.
- Midget and Prep members are not permitted in the building after 7:00pm on - weekdays unless in a scheduled program.
- Member's privileges can be suspended or revoked if late pick up becomes habitual.

Sarah Heinz House
Registration and Attendance Policies
Fall 2009

Members MUST be present at time of registration: To ensure that all members are aware of the House rules, and get their picture taken, all members must be present with parent at the time of registration. High School members (Middler & Senior divisions) are not required to be accompanied by a parent.

Mandatory Attendance: Members are expected to attend programs regularly, especially the “core” programs of Gym and Club. If a member cannot attend a core program, they should call or email Heinz House to excuse themselves from that day’s activity (412-231-2377 or excuses@sarahheinzhouse.com). This will be noted in the excuse book. At certain times of the year (approximately every 6 weeks), attendance records are tallied. If a member has not been attending regularly, she or he will be issued a Warning Letter. This is our way to tell you that we miss you, and try to find out why you have not been attending. At this point, your membership status is OK, and you can still correct the problem. If you have a second period of poor attendance during the program year, after you’ve been issued a Warning Letter, and after at least 12 weeks of poor attendance, then you would be dropped from membership. We do not want that to happen, so call in to excuse yourself, and **communicate with us in advance** if you think you will not be attending regularly...we want to see you here!

Late Pick up: All members in 1st - 4th grade must be out of the building weekdays at 7pm, unless they are registered to be in a program, participating in a specific program, or are being directly supervised by their parent(s). For all other members, the building closes weekdays at 9:15pm, and 3:00pm on Saturdays for everyone. Members will receive warning the first time they have a late pick-up. Any subsequent late pick-ups could result in program restrictions, suspensions and ultimately expulsion from the program.

Late Arrivals to class must have a note from home: It becomes very difficult for an instructor to start and run a program when the participants are randomly showing up late for that program. Any child that shows up more than 10 minutes late for a program, and does not have a written excuse from home, will be asked to leave. If a child is asked to leave core program (Gym or Club), they will not be permitted to participate in other programs that day. A parent will be called to pick the child up, and the child may wait in the Great Hall for their ride.

Dinner is NOT an excuse to be late: Each day, at designated times, a healthy meal and snack option will be provided to members free of charge. The meal and snack times were designed to accommodate as many of our members as possible. Due to restrictions on the program, these designated times are not flexible. We realize that not every child will be able to take advantage of the program every day. It is the responsibility of the child and the parent to ensure that your child knows their schedule, and plans accordingly. Attending dinner is not an excuse for being late and missing a class or program.

Members' Required Programs

Description and Schedules

Club: Club is mandatory once a week for all members. The purpose of club is to have fun, meet and interact with many different people in the same age group, and develop social skills. Each division is broken into smaller groups of 8-12 people, led by a weekly adult volunteer. Dues will no longer be collected for Club.

Each division does a variety of programs throughout the year. Every member will get the chance to participate in a service project and environmental activities, compete in games room and other tournaments, do a craft project, play games, learn about etiquette and other life skills, go on field trips, and try out many of the programs Heinz House has to offer. In addition, the Midgets and Preps have parties around holidays and the end of the year, while Juniors and up get the chance to interact with members of the opposite gender during "socials". Socials are coed activities and examples of socials would be a dance or a coed service project.

Club Division Age—Groups Days and Times

<u>Midget Girls:</u>	Age 6 (1 st)-2 nd grade	Monday	6:00-7:00pm
<u>Midget Boys:</u>	Age 6 (1 st)-2 nd grade	Saturday	9:30-10:30am
<u>Prep Girls:</u>	3 rd - 4 th grade	Monday	7:30-8:30pm
<u>Prep Boys:</u>	3 rd -4 th grade	Saturday	11:00-12 Noon
<u>Junior Boys & Girls</u>	5 th -6 th grade	Wednesday	7:00-8:00pm
<u>Intermediate Boys & Girls:</u>	7 th -8 th grade	Tuesdays	7:30-8:30pm
<u>Middler/Senior</u>	9 th - 12 th grade	Thursdays	8:00-9:00pm

Club Program Rules

1. Club Dress Code is to be adhered to at all times.
2. **Any participant who arrives more than 10 minutes late to class must have a note from their parent/guardian or they will be sent home for the day.**
3. Chewing gum is prohibited in club programs.
4. Members are not allowed food or drink in club assemblies, (except during designated special events.)
5. Guests may attend one club a year. A guest pass must be acquired for the Program Director in charge prior to the day/night or the program. Guests may not attend socials or field trips.
6. Cell phones must be turned off during club.

Dress Code for Club....club is a “dress-up” program.

Girls

Midgets and Preps may wear: Clean and neat sweaters, turtle neck jerseys, or blouses, jeans, dresses, skirts, or dress pants. No t-shirts, leotards, gym clothes, or sweat clothes.

Juniors and Up may wear: Dresses, skirts, slacks, and skorts. Girls may not wear tennis shoes, T-shirts, jerseys, jeans or jean shorts spaghetti strap tank tops, no midriffs showing, no hip huggers. (Anything that resembles these items is not permitted. —Program Director’s discretion.)

Opening Meeting/Loyalty Pin Night and Awards Night, require Club dress. The Recognition Dinner is a dress-up affair. (Girls must wear a dress or skirt, no pants unless it is a pant suit.) Flip flops are not dressy and are not permitted. No one is permitted to wear tennis shoes, jeans or Tee shirts, or sweat shirts.

Boys

Midgets and Preps may wear: Sweaters, turtle neck jerseys, jerseys, or shirts with a collar, and clean jeans, dress slacks, or dress shorts (Oct. & April). (No sweats and no T-shirts) Shirts must be tucked in.

Juniors and Up may wear: Sweaters, turtle neck jerseys or shirts with a collar, and slacks, or dress shorts (Oct. & April). ** Pants must be worn at the waist and not sagging or bagging. No sweats, No T-shirts, Nothing that resembles jeans. (This is the program Director’s discretion.) Shirts must be tucked in.

Club Dances, Opening Meeting,/Loyalty Pin Night, and Awards Night, require Club dress. The Recognition Dinner is a dress-up affair. (Dress pants, collared shirts, ties or suits.) The Christmas or pre New Year’s Eve Dance is a semi-formal dress affair. (Boys must wear dress pants, dress shoes, and shirt **with a tie**. Prior approval must be granted to be acceptable.) No one is permitted to wear tennis shoes, jeans, T-shirts, or sweat shirts.

Members' required Programs Continued

Gym/Swim:

Mandatory attendance, once per week, scheduled according to age. Gym classes are similar to school Physical Education, but there are no grades and the most important part of this session is to HAVE FUN!!!! Members learn the basic skills for a variety of interesting activities like gymnastics, football, soccer, basketball, hockey, dodge ball, kickball, dance, fitness, some Heinz House games and much, much more!

Gym classes last one hour, then members take a shower and go to the pool for a free swim session. Swimming is for a ½ hour. Intermediates, Middlers, and Seniors are not required to take swimming with their gym class, they will only have a one hour gym class, no swimming.

Gym/Swim Division Grade—Groups Days and Times

<u>Midget Girls:</u>	Age 6 (1 st)-2 nd grade	Friday	5:00-6:30pm
<u>Midget Boys:</u>	Age 6(1 st)-2 nd grade	Tuesday	5:00-6:30pm
<u>Prep Girls:</u>	3 rd -4 th grade	Wednesday	5:00-6:30pm
<u>Prep Boys:</u>	3 rd -4 th grade	Wednesday	6:00-7:30pm
<u>Junior Girls:</u>	5 th -6 th grade	Thursday	5:30-7:00pm
<u>Junior Boys:</u>	5 th -6 th grade	Tuesday	7:00-8:30pm
<u>Interm. Girls:</u>	7 th -8 th grade	Thursday	7:30-8:30pm
<u>Interm. Boys:</u>	7 th -8 th grade	Monday	6:30-7:30pm
<u>Middler/Sr. Girls:</u>	9 th -12 th grade	Mon. or Wed.	See schedule/choose
<u>Middler/Sr. Boys:</u>	9 th – 12 th grade	Mon. or Wed.	See schedule/choose

Gym/Swim Program Rule

1. Gym Swim Dress Code is to be adhered to at all times
2. A member without proper gym wear may “sit in” on gym class. Those who are continuously tardy or without uniform will not be given credit for gym.
3. Members must go swimming on their gym/swim day (Midgets, Preps, & Juniors).
4. **Any participant who arrives more than 10 minutes late to class must have a note from their parent/guardian or they will be sent home for the day.**
5. A signed note from a parent or guardian must be given to the Physical Director if you are to be excused from any part of gym/swim class.
6. No food, drink or chewing gum is permitted anywhere in the building, including the gym, swimming pool, or locker rooms unless it is part of a special program.
7. All rules of the swimming pool must be followed.
8. No one is permitted in the pool unless permitted by staff or lifeguard.
9. Showers are required after all gym activities and before entering the pool
10. Hair must also be dried before leaving the locker room. (Unless it’s 70 degrees or higher.)
11. No horse play permitted in locker room
12. No running in the shower, locker room or pool areas.
13. Heinz House can not be held liable for belongs lost or stolen from your locker. All valuables should be checked in with the locker room attendant. You may also bring a lock for a locker to be used when you are in a gym program. We recommend you leave valuables at home.
14. Guest may attend one gym/swim a year. A guest pass must be acquired from the Physical Director in charge prior to the day/night of the program.

Dress Code for Gym Swim

Regulation Sarah Heinz House gym uniform, white socks and tennis shoes must be worn in all the physical education activities (gym). Print member’s name on all items. Gym uniforms should only be worn during physical activities (gym class, leagues, etc), and should not be worn in other areas of the building. Gym Suits can be purchased at the front desk.

Bathing suits must be worn in the swimming pool. Bathing suits are not to be worn under gym clothing.

Long hair must be tied back in the swimming pool.

All jewelry (rings, bracelets, watches, earrings, necklace, etc.) must be removed prior to entering the gymnasium and pool for safety reasons

General Heinz House Rules

1. **Respect** – Respect of oneself, peers, adults, policies, and the facility itself is an expectation at SHH. This includes members, parents, and guests. If you are disrespecting someone or something at SHH, or not following the rules, you will be addressed. If a volunteer addresses someone, they deserve the same respect given to a fulltime staff member. Please serve as a role model and treat others with respect.
2. A member **MUST** attend Club program once a week and Gym/Swim program once a week to meet their membership requirement or he/she will be dropped from the membership.
3. **ID BADGES:** This year members will be given photo id badges/membership cards. Members are required to wear their ID visibly at all times, except during certain physical activities. For those physical activities, the ID should be treated as a valuable, and may be turned in to the locker room attendant. ID can be clipped onto your shirt, or worn on a string around your neck. If a member does not bring their badge to Heinz House, they will be given one warning. They will also have to manually sign in with the desk attendant, and receive a visitor pass. The second and subsequent times that a member forgets or loses their ID badge they will not be permitted into many programs (possibly including free meals), or in many parts of the building. Lost ID's will cost \$2 to replace (this will take at least one business day). This is a new policy, so please be aware of the consequences. Again, we want to ensure the safety of our members and we thank you ahead of time for your cooperation.
4. Membership etiquette: both parents and members are expected to follow the etiquette expectations of Sarah Heinz House. Members who are disrespectful or do not follow SHH's rules will be subject to suspension or expulsion from membership.
5. No refund policy: Any participant that is suspended or removed from membership due to behavior, conduct or attendance will not be reimbursed membership or program fees.
6. Staff permission must be obtained to use any equipment or facility of the House.
7. When **inside Sarah Heinz House**, please remove hats and head coverings in honor of Sarah Heinz.
8. Coats and gym bags should be put in a cubby located in the lobby or hallway outside the fitness center. Do not leave things on the floor. Girls may use the coat racks in the girls' department during their club program.
9. Proper clothing must be worn at all times in the Great Hall, Lobby and Games Room areas: pants, dress shorts, skirts, dress shirts, casual shirts and tee-shirts (including in-house league shirts) are acceptable. Warm-ups are acceptable, but they are not to be worn after gym use. Athletic shorts and athletic uniforms are not permitted. Sleeveless shirts are not permitted for boys. Pants must be worn at the waist at all times. Shoes must be worn. If the outfit is too revealing for Club or Gym, then it should not be worn in Heinz House(staff discretion). See club guidelines. Clothing with offensive words, anything advertising drugs, alcohol, weapons, cults, or gangs, **WILL NOT** be tolerated, and is not permitted on the premises.
10. Proper clothing must be worn for Open Gym: Tennis shoes, shorts, tee shirts, tank tops, sweat clothes/warm-ups. Inappropriate imprints on clothing and clothing that is revealing in anyway will not be permitted. Showers are recommended after Open Gym.
11. Do not leave valuables in bags or coats. Check valuables with locker room attendants.
12. The Lobby is for quiet study, conversation and table games.
13. Members not in scheduled activities must stay in the Great Hall, Café, Lobby, or Games Room.
14. Discovery Space is a hands-on area for exploration and it is expected that all supplies and materials will be treated carefully and with respect. Any items removed from this space without permission will be considered theft.
15. No foul language is permitted.

16. Smoking, consumption of alcoholic beverages, use of illegal drugs, or use of prohibitive offensive weapons are NOT permitted on Sarah Heinz House property.
17. Disrespectful, abusive or disruptive behavior will not be permitted.
18. No running in the building except in the gym and on the play field.
19. Midgets and Preps are not permitted in the building after 7:00pm unless participating in registered activity. At the conclusion of the activity, the member must leave the House.
20. The telephone in Great Hall is available for members to call home at 25 cents a call. No personal or extended conversations. This is the only phone available for members. Members without twenty-five cents call collect.
21. The fire exit stairways from the 3rd and 2nd floor to the East Ohio Street door are only to be used in case of a fire or fire drill.
22. When the fire alarm sounds, everyone must leave the building and remain at their designated area until they receive additional instructions from a staff member or the fire chief. **DO NOT LEAVE THE PROPERTY!!!**
23. A permission form signed by a parent or guardian is required for every youth attending any field trip sponsored by Heinz House.
24. A note signed by parent or guardian is needed, if requesting an early dismissal from a registered or core program.
25. Littering is not permitted.
26. Heelies are not permitted; no shoes with wheels.
27. No Heelies, skateboards, or bicycles are allowed to be used on Heinz House property after arrival.
28. Lunches and snacks are to be eaten only in the café on the 2nd floor. No food is permitted in the Great Hall, Lobby or Games Rooms except on special occasions as designated by staff.
29. Sarah Heinz House is a green building. All members and participants are expected to recycle, glass, plastic, and aluminum into their proper containers.
30. Be respectful of the café and your fellow members that use the café. Please clean up after yourself and make sure your area is clean before you leave.
31. Chewing gum is not permitted in Club or Gym/Swim, locker room or pool areas.
32. Guests may attend one Club and /or Gym/ Swim a year. A guest pass must be acquired from the appropriate Program Director or Physical Education Director. Prior permission from the Director in charge must be made for a guest to attend.
33. Illegal items – Drugs, alcohol, prohibited offensive weapons, or any other illegal substances - are not permitted on SHH property at anytime.
34. It is the strict policy of Sarah Heinz House that discrimination will not be tolerated.
35. Heinz House is not responsible for any lost or stolen items unless they are items given to the Locker Room Attendant during gym or swim programs.

Guidelines for Parents

1. Lead by example.
2. Parents and visitors are only permitted in the Great Hall and 2nd floor Café. They may not travel throughout the building. Restrooms for parents/visitors are located on the second floor outside of the new gym.
3. DO NOT park in front of the building or in the turnaround circle. This area is for pick-up and drop-off only. Parking in this area causes traffic jams and is an inconvenience, and a danger, to everyone. Please park in our lot, or continue moving around the circle until your child comes outside.
4. Encourage your child(ren) to put his/her belongings in the designated cubbies. Valuables should not be brought to the House. However, if your child must bring something of value, encourage them to turn it into the locker room attendant, and not put it in their locker or cubby. Heinz House is not liable for lost/stolen property.
5. Lost and Found – Any belongings that are left in the building at the end of the day, will be placed in the lost and found. Please see a full time staff member or the building monitor to inquire about something in lost and found.
6. We encourage the members to call (not their parents) to excuse themselves from program. This is teaching them responsibility and phone speaking skills.
7. Parents should feel free to take advantage of our café by eating a meal or snack while waiting for your child. We only ask that you please do not take an entire table. We have limited seating and our members should have a place to eat their meal.

Special Benefits for Heinz House Members

Bulletin:

A monthly newsletter is mailed to all members. Please take the time to read it carefully. It is up to you to read the BULLETIN and note the information concerning you and your division. Keep the staff informed of address and phone number changes, so you do not experience any problems receiving your BULLETIN or other notices.

Family Swims:

Family swim times are offered to the immediate family of Heinz House members. They are offered during Friday night Family Specials. Watch for these days and times in your bulletin.

Friday Family Nights:

Friday nights at Heinz are dedicated to members and their families! Each Friday night, excluding the 3rd Friday of the month, there will be a special family event held at Heinz House. Activities and times will vary each month; keep an eye out for details in your bulletin.

Open Gym: Open gym is offered to Heinz House members (Free) at specified times of the week, by age group - Juniors and older on Tuesdays 6 – 6:45pm, Midgets and preps Wednesdays 4 – 4:45pm.

Open Swims:

Open swims are offered to members of Heinz House throughout the week. Participant must be a member. Open swims are Mondays 4:00-4:30pm and Saturdays 1:15 – 2:30pm.

Special Events:

Heinz House offers many special events to its members and their families. These events may vary from year to year but are always fun and enjoyable for those who attend. Make sure you check the BULLETIN for more information about special events.

Kitchen:

Sarah's kitchen and café will be open for members, their parents, staff, and volunteers throughout the year from 4pm until 8 pm. The kitchen will be serving food for purchase. Keep your eye on the bulletin for more information about the kitchen.

Each day Heinz will be offering one free meal and free snack to each member that is here to participate in the daily activities. The times for these programs are as follows:

“Dinner Time” Monday – Friday 4:30 – 6:00pm; Saturdays 11:00am -12:30pm

“Snack Time” Monday – Friday 6:30 – 7:30pm; Saturdays 1:00am - 2:30pm

Free dinner and snacks will not be given outside of these times due to restrictions on the food service program. STUDENTS ARE NOT PERMITTED TO MISS THEIR PROGRAM IN ORDER TO EAT. PLEASE MAKE SURE YOU AND YOUR CHILD REVIEW HIS/HER SCHEDULE, AND ALLOW TIME TO EAT AND ALSO BE ON TIME FOR PROGRAM

Special Membership Recognition/Awards

Recognition Dinner

This prestigious event is held during Heinz House Week (end of the year), and is Sponsored by the Alumni Association to recognize and honor the Most Outstanding twenty-five male and twenty-five female members for the year. Members are chosen on the basis of their attendance, attitude, behavior, participation in extra activities, leadership, and service. Reservations are by invitation only. Invitations are mailed early in April. This is a dress-up affair.

Most Outstanding Male and Female Member

These individuals are selected from the top-twenty five boys and girls who are invited to the Recognition Dinner. They each receive the S.A.R. (Sons of the American Revolution) medal. These Outstanding citizenship medals are presented during the Recognition Dinner.

Loyalty Pin

This pin is a seven sided emblem of Sarah Heinz House, which symbolizes: Youth, Recreation, Character, and Service. It is a symbol of pride, loyalty, and achievement. Boys and girls may earn a pin of this emblem by maintaining good attendance, good behavior, and taking an active part in club and gym/swim program over a period of years. We begin counting with the Prep years. The Midget years are excluded. The bronze pin is for members with a strong three year record. A silver pin is awarded for five years. A gold pin is given to those with seven years of successful membership. The loyalty pin is the badge of a successful member. Loyalty pins are given out at the Annual Opening Meeting in October. Club dress is required at this affair.

Gold Shields

When a member is “caught doing something good,” they receive a Gold Shield. They place it in the special bin. At the end of each month, one Gold Shield is drawn. The winner receives a special prize and is recognized in the monthly bulletin. At the end of the year, the boy and girl who have earned the most Gold Shields, receives a prestigious enlarged ceramic Gold Shield. This Gold Shield is quite impressively encased in a shadow box frame, uniquely created, designed and donated by a long time volunteer and alumnus of Sarah Heinz House.

Oratorical Contest Winners

The Intermediate Division competes in the traditional Oratorical contest in the spring of each program year. This public speaking event offers this age group an opportunity to learn public speaking and memorization skills. Qualifiers compete to gain recognition and receive a special award presented by the American Legion. The best male and female speakers of the Oratorical Contest are invited to present their speech at the Recognition Dinner.

Academic Honor Roll

This recognition is for all members in good standing, in the 5th grade and higher, who earn a 3.0 G.P.A (“B” average or better) in school. Members must submit a copy of their report card for each report period prior to the deadline. All those who qualify earn the right to be placed on the A. H. R. Board. All members who make the honor roll receive a specially designed prestigious “T” shirt. Anyone earning a 4.0 G.P.A. all year becomes a member of the TOP SCHOLAR CLUB.

2009 – 2010 deadlines : 1st report period due by- Dec.5th, 2nd report period due by- Feb. 20st, 3rd report period due by May 7th, and 4th report period due by- July 9th.

Awards Dinner

This annual dress-up affair recognizes the members for various achievements they have accomplished throughout the program year. Awards area given for Perfect Attendance, Game Room Challenges, Athletic Sport Leagues, Varsity Athletic Teams, Divisional Tournaments, Physical Fitness Challenges, and the Most Outstanding Girl and Boy in the both the Program and Physical Education departments. (This recognition is different from the Recognition Dinner, and selection of the top 25.) Awards are given for all of these programs plus any additional recognition, as determined by the program staff.

Youth of the Year Program

The National Youth of the Year program, Boys & Girls Clubs of America’s premier character and leadership initiative, recognizes outstanding contributions to a Club member’s family, school, community and Boys & Girls Club: as well as personal challenges and obstacles overcome. Participants are chosen on local and state levels, culminating with five regional winners meeting in Washington, D.C., to compete for the National Youth of the Year honor.

2009-2010 SPECIAL EVENTS

October

Volunteer Orientation Week (most during scheduled prog time)	Oct.5 – Oct.10	
Part time Staff Mandatory Orientation	Oct 8	8:00pm (must attend one)
Part time Staff Mandatory Orientation	Oct 10	12:30pm
Gymnastics Placement	Oct. 10	12:30 – 3:00 pm
Programs Begin	Oct. 12	
Teen Night	Oct. 16	9:00 – 11:00pm
Meet the Staff & Volunteers	Oct.20	6:00 – 7:00pm
Annual Opening Mtg. (Loyalty Pins)	Oct.20	7:00 – 9:00pm
- All Programs Cancelled		
Adult Special Event	Oct 26	See Bulletin for details
-All Programs Cancelled after 2pm		
Intermediate Halloween Party	Oct.27	7:30 – 9:00pm
Junior Halloween Party	Oct. 28	7:00 – 8:30pm
M/S Halloween Party	Oct.29	Time TBA
Midget/Prep Costume Party	Oct. 30	5:30 – 7:00pm
-All Programs Cancelled after 2pm		
Alumni Association Family Fall Fest	Oct 30	7:00 – 8:30pm
Christmas Play Auditions	TBA	See Dave for details

November

Bring A Friend Week	Nov.9 - 14	
Alumni Association Attic Auction	Nov.13	See Bulletin for details
Tree Decorating/Hangout with Staff	Nov.25	
-CORE Program (Gym & Club) ONLY Cancelled		
Thanksgiving Holiday	Nov.26 - 29	House Closed

December

1 st Report Cards Due	Dec. 5	
Last Day of Program	Dec 12	
House closed until Jan 4, except for special events		
Lead Team Funfest	Dec. 12	
Christmas Play	Dec.16 & 17	See Dave for details
Snowflake Semi-formal Dance	Dec.18	7:30 – 10:30pm
Soccer Tournament	Dec.19	9:00am- 4:00pm

January

Programs Resume	Jan. 4	
Teen Night	Jan. 15	9:00 – 11:00pm
Martin Luther King Day	Jan. 18	Building Closed after 2pm
Hanging with the Staff day	Jan.19	Building open normal hours
-Core program (Gym/Swim & Club ONLY) cancelled		

February

Campaign for Others	Entire Month	
Last Day for Member Registration	Feb.13	
Volunteer vs. CYM team B'ball Game	Feb. 18	Girls game: 7:00pm
-Core program (Gym/Swim & Club ONLY) cancelled		
Teen Night	Feb.19	Boys game: 8:00pm
2 nd Report Cards Due	Feb.20	9:00 – 11:00pm

March

Hanging with the staff day	Mar.19	Building open normal hours
-Core program (Gym/Swim & Club ONLY) cancelled		
Teen Night	Mar. 19	9:00 – 11:00pm
Volunteer Dinner (by invitation)	Mar.31	Building Closed after 1pm

April

Spring Break	April 1-4	Building Closed
Earth Day Celebration(at SHH)	April 10	
Teen Night	April 23	9:00 – 11:00pm
Last Day of Program	April 24	
Heinz House Week	April 26—May 1	Special Programs Only
Recognition Dinner	April 29	

May

Camp Trip/Closing Event	May 1
Dance Recital	May 5
3 rd Report Card Due	May 7

June, July, & August

Awards Banquet	June 1
Day Camp	June 21 – August 13
Resident Camp	Dates TBA
4 th Report Cards Due	July 9

Sarah Heinz House Non-Discrimination Policy

It is the policy and strict intention of the Sarah Heinz House that no member or employee of the Sarah Heinz House discriminates against any person on the basis of race, color, religion, sex, ancestry, national origin, handicap or disability. It is the strict policy of the Sarah Heinz House that any discrimination will not be tolerated. Furthermore, any act of discrimination that the Sarah Heinz House becomes aware of will be dealt with by a fair and prompt investigation into the matter.