



Policies & Student Agreement

1. General Safety Policies

- No drugs, alcohol, or unlawful activity is to be conducted by participants during farm related activities both on or off the farm property.
- A waiver/release form must be signed by all program participants, interns, and their guardians.
- Responsible and appropriate conduct is expected and required at all times. Students are to be courteous and respectful to one another and are to respect the farm property, equipment, livestock, and the like. Destruction or misuse of farm property or equipment will not be tolerated.
- In the event of an emergency or incident, students are required to inform a farm supervisor immediately.
- During a program, students are expected to stay on the farm property (within the stone walls and not to cross Cross Highway) unless accompanied by an adult or unless given special permission by a farm supervisor. Students are not to enter the barn (especially the workshop area) or the farm house without permission from the farm supervisor.
- The playground area is not intended for use by students over the age of 10 yrs (5th grade maximum). Students using the playground must do so in a careful and respectful manner.

2. Cancellation Policy & Farm Contact Information

- In the event of inclement weather, programs or activities may be canceled at the discretion of the farm staff. E-mails or calls generally will NOT be made to notify you if a program is cancelled. Instead, please call the Westport Parks and Recreation cancellation line if you think there may be a cancellation. The number is **203-341-5074** and cancellations should be posted no later than ½ hour prior to the start of a program. Please note that every attempt will be made to continue programs as scheduled if it is at all possible. Programs will typically continue in light or moderate rain so please have your children dress accordingly.
- In the event of an emergency, and especially if you need to contact the farm while a program is in session, you may call the farm land line at **203-557-9195**. If no one is answers, you may also call **203-530-7413** or **203-530-6695**. Please note, these are the personal cellular phone numbers of the farm stewards so we ask that you ONLY use these numbers in an absolute emergency.

3. Personal Protection

- Sturdy footwear such as workboots will be worn at all times when working outside at the farm. Sandals and/or bear feet are not allowed.
- Eye protection will be worn when working with power tools or in setting where objects may fly up unexpectedly.
- Gloves will be used when working with gardening tools and lumber. It is recommended that students bring their own work gloves when working at the farm.
- Shirts must be worn at all times during programs or farm activities.
- Facemasks will be worn in dusty or other conditions where small particles may be breathed in (see also procedures for sweeping).

3. Use of Power Tools & Equipment

- Power equipment or tools may not be used by interns or program participants without explicit permission and oversight by farm faculty or supervisors. Certain lawn equipment may be used by interns or program participants over the age of 16 (or if younger than 16, if given written permission by a parent or legal guardian) including, but not limited to, the use of the rototiller, lawn mower, hedger, and/or weed wacker. Students under 18 must refrain from using this equipment in the absence of adult supervision and may only use equipment after being given special permission by farm supervisors to do so.
- Students/interns will refrain from using any tools or equipment (moste especially power tools) until they have received training in its use by farm supervisors.
- Power saws may not be used by anyone under the age of 21.
- Sawing by all personnel will be done in a stable and clean work environment.
- Tools of any kind should be used in a safe and responsible manner. Throwing or wielding tools, vegetables, rocks, or other objects will not be tolerated at any time. Participants are also expected to return tools and equipment to appropriate locations before leaving the farm.

4. Sanitary Practices

- Everyone must wash their hands before eating or handling food. Hands must also be washed or sanitized after working with animals or after working in the gardens. A separate sink will be maintained for washing garden produce and all produce should be washed thoroughly prior to preparation or consumption.
- Produce from gardens should only be eaten after thoroughly being rinsed with water.
- The CSA food areas will be kept clean and will be periodically inspected for signs of pests.
- If rodent droppings are found the area will be cleaned by an adult wearing a mask and latex gloves, using disinfectant spray and removing the droppings in a manner to avoid their becoming airborne.

5. Parking, Traffic, & Transportation

- The driveway south of the cellar doors should normally be blocked off to traffic in order to keep the area around the barn as a pedestrian zone.
- Parking for CSA and programming will be behind the barn , on the access road to the playing fields (Wakeman Drive).
- It is the responsibility of all campers to find their own transportation to and from the farm. We ask that participants are dropped off and picked up at the farm precisely at the beginning and end of each program. There may NOT be supervision for students before or after the allotted program time so we can not accommodate early drop offs and late pick-ups. **The farm is NOT liable for supervision of students outside of the programming window**, therefore, please make sure necessary arrangements are made for transportation of your child.
- Parents should note that there is a school bus stop directly in front of the farm house on Cross Highway for Long Lots Elementary, Coleytown Elementary, and Coleytown Middle School. If your child attends one of these schools, it may be possible for you to arrange with the school that your son/daughter take that bus for transportation to the farm after school. It is the responsibility of the parent to make these arrangements. If you choose to make these arrangements, please inform your program instructor so that they can meet the child when the bus arrives.

Release and Indemnity:

The Undersigned does hereby release, forever discharges and covenants not to sue and saves and holds harmless and indemnifies The Wakeman Town Farm (WTF), the WTF Board of Directors, Officers, the adult advisors and volunteers, and their successors and assigns from any and all liability, claims, causes of action and other demands, including, without limitation, costs and attorneys' fees, of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from Participant's Activities with WTF or in any way associated with participation in WTF.

The Undersigned understands and agrees that this Release discharges WTF, WTF employees, the WTF Board of Directors, WTF advisors, and their officers, directors, agents, employees and volunteers from any liability or claim that the Undersigned may have against any of them with respect to any personal injury, illness, death or property damage that may result from Participant's Activities with WTF. The Undersigned does hereby release, forever discharges, covenants not to sue and saves and holds harmless and indemnifies WTF, the WTF Board of Directors and the WTF advisors from any claim whatsoever which arises or may hereafter arise on account of any first aid, treatment, or service rendered in connection with Participant's Activities with WTF.

The Undersigned also understands that WTF, the WTF Board of Directors, and the adult advisors do not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health, or disability insurance in the event of injury or illness.

The Undersigned further agrees that if the Undersigned, Participant, or anyone on the Undersigned or Participant's behalf makes a claim against WTF, the WTF Board of Directors, or any WTF advisor, the Undersigned will indemnify, save and hold harmless WTF, the WTF Board of Directors and the WTF advisors from any litigation expenses, attorney fees, loss, liability, damage or cost that may be incurred as the result of such claim.

The Undersigned expressly agrees that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Connecticut, and that this Release shall be governed by and interpreted in accordance with the laws of the State of Connecticut. The Undersigned agrees that in the event that any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release that shall continue to be enforceable.

Nature of Activities: The Undersigned understands that the Activities may include work that may be hazardous to the Participant, including, but not limited to, construction, building, painting, working with tools, loading and unloading and transportation to and from project worksites. The Undersigned also

understands that the Activities may include recreational pursuits with inherent physical challenges, risks and dangers. The Undersigned also understands that the Activities may include involvement with various fundraising activities.

6. Insurance: The Undersigned understands that, except as otherwise agreed to by WTF in writing; WTF does not carry or maintain health, medical or disability insurance coverage for any Participant. Each Participant is required to obtain medical or health insurance coverage.

7. Photographic and Video Release: The Undersigned does hereby grant and convey unto WTF all right, title, and interest in any and all photographic images and video or audio recordings made by WTF during Participant's Activities with WTF, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

8. Parental Consent: The Undersigned as parent or legal guardian of the minor Participant understands the nature of WTF Activities and confirms that Participant is qualified to participate in the Activities.

[In witness whereof, the Undersigned as parent or legal guardian of the minor Participant has executed this Release on behalf of himself/herself, his/her heirs and assigns, executors and administrators and on behalf of the minor Participant, his/her heirs and assigns, executors and administrators as of the day and year first above written.]

Student (print)

Parent(print)

Student (sign)

Parent (sign)

Date

WTF Program Contact and Safety Information: to be kept on file at the farm.

****In case we need to contact you, especially in the event of an emergency, please complete the following information.**

PLEASE PRINT

CHILD'S NAME _____

ADDRESS _____

HOME PHONE# _____

MOTHER'S NAME _____ MOTHER'S EMAIL _____

MOTHER'S WORK PHONE () _____ CELL PHONE () _____

FATHER'S NAME _____ FATHER'S EMAIL _____

FATHER'S WORK PHONE () _____ CELL PHONE () _____

Emergency Contact Name _____ (Other than parent/guardian)

Emergency Contact Phone# _____

NOTE: Emergency contact must be available during program hours.

Doctor's Name _____ Phone# _____

1. List Allergies:

2. List Physical Limitations or other health concerns:

3. Is your child currently on medications? Yes _____ No _____

*****Please note that we are unable to administer medications to your child under any circumstances.**

If yes: Medication Condition

4. Will your child be continuing this medication during the summer camp experience? Yes _____ No _____

SIGNED _____
(Not Valid unless signed by Parent/Guardian)

LIST AUTHORIZED NAMES FOR CHILD PICK-UP WITH PHONE & CELL NUMBERS.

PROGRAM NAME _____ SEASON/YEAR _____ DATES OF PROGRAM _____ CHILD AGE GROUP _____