

1. Mission Statement

At *my pink rose*, our mission is to provide a safe, inclusive, sensory-considerate, and empowering learning environment where neurodivergent children, teens, and young adults can develop sewing skills, creativity, confidence, and independence at their own pace.

We celebrate many forms of neurodiversity and commit to supporting each student's unique learning style.

2. Inclusivity & Accessibility Policy

We welcome students who identify as neurodivergent, including but not limited to:

- Autism spectrum
- ADHD
- Dyslexia
- Sensory processing differences
- Anxiety disorders
- Learning disabilities

We commit to:

- Individualized learning approaches
- Clear visual instructions
- Structured routines
- Flexible pacing
- Sensory-aware classroom design
- Respectful communication

Parents/guardians are encouraged to share relevant information that will help us support their child effectively.

3. Enrollment Policy

- Students must complete a registration form prior to attending.
 - A parent/guardian intake meeting (in-person or virtual) is required before enrollment.
 - Emergency contact and medical information must be provided.
 - We reserve the right to determine whether our program is an appropriate fit for a student's needs.
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4. Safety Policy

Safety is our top priority.

Equipment Safety

- Students will receive structured instruction on safe use of sewing machines, scissors, irons, and tools.
- Age-appropriate supervision is provided at all times.
- Students may not use equipment without instructor approval.

Studio Safety Rules

- Closed-toe shoes are required.
 - Hair must be tied back when using machines.
 - Walking feet only—no running.
 - Tools must remain in designated areas.
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5. Sensory Support Policy

We recognize that sensory needs vary.

Our studio may offer:

- Noise-reducing headphones
- Flexible seating options
- Sensory breaks
- A quiet corner/calm-down area
- Adjustable lighting where possible

Students are encouraged to request breaks as needed.

6. Behavior & Support Policy

We use a supportive, trauma-informed approach.

Expectations:

- Kind and respectful language
- Safe use of materials
- Respect for personal space

If a student becomes dysregulated:

- We will guide them to a calm space.
- We may contact a parent/guardian if additional support is needed.
- Repeated unsafe behavior may result in a meeting to reassess placement.

We do not use shaming, punitive discipline, or public behavior correction.

7. Communication Policy

- Parents/guardians will receive updates on progress.
- Concerns will be communicated promptly and respectfully.
- We encourage collaborative problem-solving.

Preferred communication method: _____

8. Attendance & Cancellation Policy

- Missed classes due to illness may be eligible for a make-up session (if available).
 - Please notify us at least 24 hours in advance for absences.
 - Repeated no-shows may result in removal from the program.
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9. Individualized Support & Modifications

We recognize that every student has unique strengths, challenges, and learning styles.

Before enrollment, families will complete an intake process so we can understand each student's sensory, communication, physical, and behavioral needs.

We may provide reasonable modifications such as:

- Visual step-by-step guides
- Extra processing time
- Modified project expectations
- Sensory breaks
- Flexible pacing
- Simplified tool use where appropriate

However, due to the use of sewing machines, irons, scissors, and sharp tools, students must be able to:

- Follow basic safety instructions
- Participate with limited 1:1 physical assistance
- Maintain awareness of equipment safety
- Demonstrate the ability to refrain from harming themselves or others

If a student requires constant one-on-one physical support for safety, or is unable to understand or follow basic safety guidelines even with support, our program may not be an appropriate or safe setting.

We will always communicate openly and compassionately if we feel a different program may better support a child's needs.

10. Entrance Criteria

To ensure a safe and successful experience, students must:

- Be able to follow simple multi-step directions with support
- Demonstrate basic impulse control around tools and equipment
- Participate in a small group setting
- Communicate needs verbally, visually, or with assistive support

We are unable to enroll students who require full physical assistance for mobility and equipment operation due to safety risks associated with sewing machines and sharp tools.

Enrollment decisions are based solely on safety and the ability to participate meaningfully in the studio environment.

11. One-Day Trial Period

All new students are required to complete a one-day trial session.

The trial allows us to:

- Assess safety readiness
- Observe learning style and sensory needs
- Determine appropriate support strategies
- Ensure the program is a good fit for the student

Following the trial, families will receive feedback and confirmation of enrollment.

Participation in the trial does not guarantee placement.

12. Caregiver & Support Person Policy

If a student requires additional behavioral or physical support beyond what our instructors can safely provide in a group setting, a caregiver or approved support person may be required to remain on-site or participate in sessions.

Caregivers must:

- Follow studio safety rules
- Allow instructors to lead teaching
- Step in only when necessary for regulation or safety

We reserve the right to require caregiver participation if safety concerns arise.

13. Exit Criteria & Dismissal Policy

Our studio maintains a zero-tolerance policy for behavior that compromises safety.

We reserve the right to dismiss a student if:

- The safety of the student, peers, or staff is at risk
- The program is determined not to be an appropriate fit
- Studio policies are repeatedly violated

A student may be withdrawn from the program if they demonstrate:

- Physical aggression toward peers or staff
- Throwing tools, equipment, or materials
- Intentional damage to sewing machines or studio property
- Verbal abuse, threats, or intimidation
- Repeated unsafe behavior despite intervention and support

If concerning behaviors arise:

1. Support strategies will be implemented.
2. A meeting with the parent/guardian will be scheduled.
3. A behavior support plan may be developed, when appropriate.
4. If safety cannot be consistently maintained, dismissal may occur.

Our goal is always collaboration, problem-solving, and support. Dismissal is considered a last resort when safety and well-being cannot be ensured.

14. Medical & Emergency Policy

- Parents must disclose relevant medical conditions, allergies, and emergency plans.
- In case of emergency, we will contact emergency services first and then the parent/guardian.
- A first-aid kit is maintained on site.

15. Photography & Media Policy

- Written consent is required before photographing or sharing student work/images.
- Students' names will never be shared publicly without permission.

Consent given: Yes No

16. Confidentiality Policy

Student information, diagnoses, and personal details are kept confidential and shared only with relevant staff for safety and support purposes.

17. Parent/Guardian Agreement

I acknowledge that I have read and agree to the policies outlined above.

Parent/Guardian Name: _____

Signature: _____

Date: _____
