



# Social Groups Handbook

*Revised March 2025*

empowering  kids



# EMPOWERING KIDS INFORMATION

## About Us

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We are a 501(c)3 nonprofit organization providing a range of services specializing in autism and ADHD.

## Mission

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To empower children, families, and the community by providing support and resources to those with autism or social challenges.

## Goal

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Our goal is to create a safe space to explore personal profiles, and to create confidence through relationship building and education.

## Program Hours

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School Year Programming:  
3:30 pm - 5:30 pm

Summer Programming:  
1 pm - 5 pm

## Contact Us

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 + 218-346-2322

 [info@empoweringkidsperham.org](mailto:info@empoweringkidsperham.org)

 [empoweringkidsperham.org](http://empoweringkidsperham.org)

 Justine Anderson, Executive Director

 231 Fox Street, Perham, MN

## Communication

The group leader will send weekly emails to families with important updates, including group activities, schedule changes, and reminders. Additionally, a monthly calendar will be provided to all participants enrolled in group programming. Please note that activities may be subject to change.

**Email will be our primary method of communication**, while phone calls or text messages will be used for urgent or last-minute updates.

## Outings

The Social Group Program is designed to give participants opportunities to explore the community and engage with new environments alongside their peers. Each outing is carefully planned with a specific purpose, whether for recreation, learning, or community engagement and appreciation. While we strive to make outings enjoyable for all, experiences may vary.

For safety and supervision, the following policies apply:

- If a participant refuses to leave an outing location, parents/guardians are responsible for picking them up.
- If a participant leaves staff supervision and does not return to the group, staff will contact local law enforcement to ensure their safety. Parents/guardians or emergency contacts will then be notified and must pick up their loved one.
- If a participant refuses to attend an outing, parents/guardians must pick them up before the group departs.
- All group members must remain together for safety purposes.

These guidelines are in place to ensure a positive and secure experience for all participants.

## Attendance

We understand that life happens—illnesses, family events, and other activities may occasionally prevent attendance. If your participant will be absent, please notify the group leader as soon as possible. Additionally, we encourage you to email [info@empoweringkidsperham.org](mailto:info@empoweringkidsperham.org) to ensure clear communication.

## Clothing

We encourage participants to dress in layers to ensure comfort in varying conditions. For safety reasons, all participants must wear tennis shoes or closed-toe shoes with a secure back strap. Flip-flops and loose-fitting sandals are not permitted.

## Medication

We will not be administering any medications during group times.

## Food & Drink

All participants will be offered a snack during their group sessions. In addition, each participant will get a water bottle to keep at Empowering Kids! We discourage individuals from bringing food of their own for health and safety reasons such as allergies and personal conditions. Please let us know of any dietary restrictions, and we will try to accommodate.

## Personal Belongings

Empowering Kids is not responsible for any belongings that are lost, left behind, or stolen during group sessions. To help prevent misplaced items, we recommend that all personal belongings be labeled with the participant's name and stored in a locker during sessions. Valuable items should be left at home.

For the safety and well-being of all participants, Empowering Kids reserves the right to search belongings if there is reasonable cause. Additionally, to maintain a safe and supportive environment, the following items are strictly prohibited on the premises:

🚫 Weapons of any kind.

🚫 Recreational substances, including vapes, alcohol, cigarettes, and chewing tobacco.

Empowering Kids is not liable for any damage to personal items, such as broken glasses or torn clothing.

## Billing

**The fees for the program are a flat fee and not dependent on attendance.** If invoices go unpaid for two months, your participant will be suspended from further attendance.

We offer different payment options for ease. Invoices will be sent out monthly via email.

Please ensure emails aren't going to a spam folder.

We don't want fees to be a barrier to attending. Therefore, depending on income levels and household size, we offer reduced rates. The application for reduced pricing is included in enrollment packets.

## Sunscreen & Insect Repellent

During the summer months, caregivers are encouraged to apply sunscreen on their participant prior to attending social groups. Parents may also send sunscreen and insect repellent with their child to keep at EK for use throughout the day.

## Use of Images

Empowering Kids publishes newsletters, event posters, web pages, and social media content about events and activities. Staff take photos of group outings involved in programming that may be used in internal or external communications, including print or electronic media.

Before we publish any images, we require a permission release authorizing us to use images of your participant.

# School Year Groups Specifics

## Hours of Operation

Groups during the school year start in September and run into May. Groups meet from 3:30 pm - 5:30 pm. Prompt pick-up at the end time is appreciated.

## Cost

The cost to attend is \$125 per participant per month. This includes outings, guest presenters, snacks, transportation and any other costs. See 'Billing' section of handbook for additional information.

## Transportation

We will provide the transportation to all of our scheduled community outings during group time through either our Empowering Kids transport van, or our licensed personal vehicles. All drivers have a background check and drivers license on file.

For students attending the Perham Public Schools, there is an opportunity for your loved one to be picked up after school and transported to Empowering Kids in our transport van. If your loved one does not attend the Perham Public Schools, transportation will need to be provided for them.



# Summer Groups Specifics

## Hours of Operation

Summer programming starts in June and runs into August. Groups meet from 1:00 pm - 5:00 pm on your specified day of the week. Prompt pick-up at the end time is appreciated.

## Cost

The cost to attend is \$225 per participant per month. This includes outings, guest presenters, snacks, transportation and any other costs. See 'Billing' section of handbook for additional information.

## Transportation

We will provide the transportation to all of our scheduled community outings through either our Empowering Kids transport van, or our licensed personal vehicles. All drivers have a background check and drivers license on file.

Group participants need to secure/arrange transportation to group sessions as there will be no options for pick up or drop off by group staff in the transport van.

