

UPPER ROOM KC

Summer Academic Program 2026

Parent & Family Handbook

LEARN • GROW • DISCOVER • THRIVE

June 1 – July 24, 2026

Grades K-8

13 Sites

7:30 AM – 6:00 PM

100% FREE

Welcome to Upper Room KC!

If you are returning, we warmly welcome you back! If this is your first time, we hope your child has a rewarding and enriching experience this summer.

Upper Room KC is a nonprofit organization dedicated to **closing the educational gap in Kansas City** by making quality educational programs accessible, providing resources to families, and supporting our underserved communities from cradle to college.

Our summer program is designed to prevent academic regression while providing a safe, engaging, and educational environment for children of working families. Our staff is highly trained in working with children and committed to reinforcing positive behavior. We look forward to providing an educational, fun, and memorable summer experience for your child!

PROGRAM DATES

June 1 – July 24, 2026

PROGRAM HOURS

7:30 AM – 6:00 PM

GRADES SERVED

K – 8th Grade







PROGRAM SITES

13 KC Locations

COST TO FAMILIES

100% FREE

DAILY SCHEDULE

TIME	ACTIVITY
7:30 – 8:00 AM	 Breakfast & Morning Welcome
8:00 – 11:30 AM	 Academic Instruction (Math & Reading)
11:30 AM – 12:00 PM	 Lunch
12:00 – 2:30 PM	 Academic Instruction (continued)
2:30 – 3:30 PM	 Afternoon Snack & Transition
3:30 – 6:00 PM	 Enrichment Activities & Field Trips



MIDDLE SCHOOL STEM SPOTLIGHT — GRADES 6-8 — 100% STEM FOCUSED!

Cool Kids ChemisTRY

5S LLC — Professor Antwan Daniels

Hands-on chemistry labs including Bath Bomb Creation, Cosmetic Chemistry, Ice Cream Lab, Aspirin Synthesis, and more — grounded in Missouri Learning Standards.

DJ & Innovation Lab

STEAM Renaissance LLC — Ben Richardson

DJ performance, music production, audio engineering, coding, and digital literacy — culminating in an exciting end-of-summer showcase performance!



ENRICHMENT PARTNERS

Upper Room KC is proud to partner with outstanding Kansas City organizations to provide a rich and well-rounded experience for every student:



Kansas City Jazz Orchestra



Stephanie Waterman Tennis Foundation



Temple Made Fitness & KC Zoo



What If Puppets



Take the Stage Dance Troupe



Kansas City Young Audiences



The Coterie Theatre



KC Monarchs Game & Ice Cream Outing



Field Trips to Museums, Science Centers & Parks



MEALS — ALL FREE!

Students receive **three free meals daily** — no cost to families. Please document any food allergies or dietary restrictions in the enrollment form and notify your Site Director.



Breakfast

7:30 – 8:00 AM



Lunch

11:30 AM – 12:00 PM



Afternoon Snack

3:30 PM



ATTENDANCE & ACADEMIC INCENTIVE PROGRAM

\$150

0 Absences

\$125

1 Absence

\$100

2 Absences

Not Eligible


3+ Absences


- ✓ Three tardies = one absence
- ✓ Complete civic engagement activities
- ✓ Remain enrolled through end of program
- ✓ No major discipline infractions
- ✓ Complete pre & post assessments
- ✓ Early dismissals during academic hours may count as absence

Upper Room KC reserves the right to determine final eligibility. Students must attend the majority of instructional hours (8:00 AM–3:00 PM) to be counted present.

✓ ATTENDANCE & SIGN-IN/SIGN-OUT

Students must arrive on time — classroom instruction begins at 8:00 AM. Excessive absences or tardiness may impact program participation and incentive eligibility. Parents/guardians must **sign children in and out daily**. Only authorized individuals with proper identification may pick up a child.

 **Late Pick-Up Policy:** A fee of \$1 per minute will be charged for pickups after 6:00 PM.

 **Early Dismissal Policy:** Picking up students during academic hours (8:00 AM–3:00 PM) may be counted as an early dismissal. Three early dismissals equal one absence and may impact incentive eligibility. Please plan accordingly.

📄 PROGRAM GUIDELINES & POLICIES

📱 CELL PHONE POLICY

- Cell phones and electronic devices are NOT permitted during program hours
- Visible or in-use devices will be confiscated
- Only parents/guardians may retrieve confiscated phones from the Site Director
- All violations will be documented and shared with parents
- Upper Room KC is not responsible for lost or stolen items

⚠️ DISCIPLINARY GUIDELINES

- Zero-tolerance policy for fighting, profanity, and bullying
- Fighting will result in immediate expulsion
- Bullying — threats, verbal/physical attacks, exclusion — will not be tolerated
- Vandalism or property destruction results in immediate expulsion
- Staff will never physically harm or restrain children

💊 MEDICATION POLICY

- Medications administered only with written parental consent
- Prescription medication must be in original container with instructions
- Non-prescription medication requires a signed permission slip
- Document all medications in the enrollment form

🚑 HEALTH & EMERGENCIES

- Parents contacted immediately if child becomes ill or injured
- All staff are CPR/First Aid trained
- Please ensure emergency contact information is current
- Students have access to a phone in case of emergency

👤 PARENT INVOLVEMENT

Two **organization-wide parent orientations** will be held before the program begins. Dates and details will be communicated to families in advance — attendance is strongly encouraged! Parents should ensure daily attendance and complete a program evaluation at the end of the summer. We welcome your feedback and involvement throughout the program!

ORGANIZATION

Upper Room KC

300 E. 39th Street | Kansas City,
MO 64111
816-363-3819 |
upperroomkc.org

SUMMER SCHOOL COORDINATOR

Greg Stegall

gstegall@upperroomkc.org
816-363-3819 ext. 101

ENROLLMENT

Register Online

forms.gle/v47Q6wd1naYda7vB8
Enrollment closes May 22, 2026

Thank You! ❤️

Upper Room KC appreciates the opportunity to partner with you in your child's academic and social development. We look forward to an enriching, joyful, and memorable summer experience for every student!

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