



SoLa Technology & Entrepreneurship Center Policies

[Updated 8.4.2023]

At the SoLa Tech and Entrepreneurship Center, we strive to empower the future generation of Black and Brown leaders and entrepreneurs in the tech and entertainment industry from South Los Angeles. We understand that your child's safety and enjoyment are of utmost importance, which is why we have implemented several policies to ensure their well-being.

Youth & Young Adult Ages:

After-School Program Age Range: 8-21

Summer Camp Age Range: Ages 7-13

Juniors Counselors Ages 14-16

Summer Volunteers: 16+

Zip Code:

Our intention is to support the communities of the following Zip Codes:

90001, 90002, 90003, 90006, 90007, 90008,
90011, 90013, 90015, 90016, 90017, 90018,
90021, 90022, 90023, 90026, 90029, 90032, 90033, 90037,
90043, 90044, 90047, 90058, 90059, 90061, 90062,
90220, 90221, 90222, 90223, 90224,
90247, 90249, 90250, 90255, 90262, 90280,
90301, 90302, 90303, 90304, 90305,
90710, 90717, 90731, 90732, 90744



Accessibility: We want to provide a safe, welcoming, and inclusive environment for all our scholars. Should your child require special assistance, or are registering a child with IEPs, Assisting Aides, or learning accommodations, please email us at info@solaican.org.

Fees: Our Tech Center has an annual \$25 membership fee that is paid out in the Fall and covers the entire school year. Our Summer Camp has an additional fee of \$50/week per child. If you are unable to pay this fee, please contact us to discuss scholarship opportunities.

Membership Fees are non-refundable with the exception of Summer Camp or if SoLa cancels the course.

Class Size: We generally limit the number of scholars in each course based on the availability of class equipment and to ensure that each child gets the attention and experience they need. If a class is full, you are welcome to join our waitlist and we will contact you if space is made available.

Two Classes per Child: We generally limit each child to two classes per session to allow as many children to experience our community as possible.

Changes: Class changes are welcomed until the end of the first week of the session. Parents/Guardians can submit class changes to info@solaican.org or at the front desk.

Behavior and Conduct: We provide scholars with coaching and several opportunities to correct any issues with behavior. In regard to physical violence, bullying, and verbal harassment, we have a zero-tolerance policy in the Tech Center. If your child is involved in an incident, we will contact you to discuss options and remove the child from class for the day until a corrective course or removal from the program is determined. Scholars must follow all instructions of all SoLa staff and remain in learning areas at all times.



Personal Items: Parents are advised not to allow their children to bring valuable items such as personal belongings, technology gadgets, or gaming consoles, other than their cell phones, to the Tech Center. SoLa does not take responsibility for any lost or stolen items while the children are at the center. Upon arrival, all personal belongings must be stored in the cubbies located on the Creative Lab wall.

Vandalism, Theft, and Damage: Please be advised that any vandalism, theft, or damage to the Creative Lab wall will not be tolerated. Please note that all SoLa equipment is closely monitored by high-definition security cameras. Thank you for your cooperation in maintaining a safe and secure environment.

Waitlist: If one of the classes you are interested in is full, you may add your child to the waitlist if it is available. We will let you know by the end of the first week if a spot becomes available. Should we contact you, please respond within 48 hours, to confirm your child's registration for the class.

Medication: If your scholar requires medication or has an allergy, please inform us on your application and email us at info@solaican.org. All medication must be kept at the front desk. SoLa staff are not responsible for administering medication, so the child must know how to self-administer or the parent/guardian must administer

Name Badges: Name badges should be worn at all times. Name badges help staff and volunteers identify scholars and serve as a guide to identify allergies, dietary restrictions, and special needs.

Attendance

It is our expectation that SoLa scholars attend 100% of their sessions. However, we know that things happen and come up. We will wait until 2 unexcused absences before reaching out to the parent/guardian.

3 classes missed



If a scholar has three unexcused absences, the scholar will be dropped from their class. **Excessive Tardies**

If a scholar has three tardies, we will call the parent/guardian listed on the emergency contact list to discuss an action plan to get the scholar back on track with their class(es).

Excused Absences

We understand that life happens, so we ask that parents contact the Front Desk if their child is going to miss a class. For three excused absences, we will call the parent/guardian listed on the emergency contact form. We ask that parents/guardians/scholars contact us to inform us of their absence via phone: at 323-306-4645 or email: at info@solaican.org

We hope this information helps you understand our policies. We are always here to answer any questions or concerns you may have. We are excited to welcome your child to our program and look forward to working with them!