



# Important TRS Program Information

## Independence

It is the overall goal of TRS to encourage participants to enjoy programs as independently as possible. This includes time to be with and make new friends, making choices and having fun at programs that participants are eagerly look forward to.

Programs are first and foremost for the participants who attend and not designed to accommodate parents and family members unless specifically noted on a flyer. Because of this, we urge family members to let their loved ones have their time to enjoy themselves. If TRS staff determines a support person is needed to stay, they will let you know.

Please note: If a family member is disrespectful, disruptive or interferes with a program they will be asked to leave.

## Program Arrival and Pick-up times

**Arrival/Check in**—Please do not arrive early for programs. TRS staff are working hard to get programs ready and are unable to provide supervision for anyone dropped off earlier than the scheduled start time. If you arrive early you will be asked to leave and/or wait at another location of your choosing.

**Pick-up Times**—For all programs, participants are required to be picked up at the noted time designated for the specific activity. (If we expect a major delay on returning from a day trip or community outing you will be notified).

## TRS Office Hours

The TRS office is closed on Monday and Tuesdays. The office is open Wednesday through Friday 10am-4pm. If you need to drop a payment off or want to sign up for a program at the office, please call ahead of time to ensure that someone will be there. Staff often times have to leave the office to run errands and attend meetings and might not be there. We strongly recommend everyone to sign up for programs by phone or mail.

The Carmichael Park District office is separate from TRS, please do not drop off any items for TRS at their office.

***TRS looks forward to seeing you in 2014. If you have any questions regarding the above information, please call 916/484-2044 for further clarification. Thank you.***