



# PROGRAM OVERVIEW

Rising Stars Leadership Academy is a  
City of Fort Worth program administered by the  
Neighborhood Services Department

*“Working together to build a strong  
community.”*



## *Note to Parents*

Thank you for your interest in the Rising Stars Youth Leadership Academy. We have an enrollment limit of 40 students and your child has been selected to be part of this very special group of youth leaders. This packet and orientation will provide you information related to the program and answer questions you may have.

Your child's journey to becoming a Rising Star begins here!

## **Program Overview & Background**

Rising Stars Youth Leadership Academy is a leadership-based, academic enriched program. It emphasizes the development of hands-on leadership training, career development, life skills and problem solving skills for youth 12 – 18 years of age. Rising Stars helps students prepare for careers in various fields; medical training, civic/community engagement, leadership, journalism, technology and engineering and more.

Rising Stars is a year-round program in which students can re-apply each year. A certificate of leadership and community service recognition will be awarded to each student upon completion.

Youth participants are engaged in interactive sessions and learn firsthand about community issues, educated on opportunities to expand their knowledge of career opportunities, plus interact with emerging & established leaders in Tarrant County.

Youth will develop the ability to analyze their own strengths & weaknesses, set personal and vocational goals, develop self-esteem confidence, motivation and the ability to achieve success and the resilience to overcome challenges.

Youth Leaders will:

- Attend classes and workshops to enhance their future opportunities at college campuses
- Attend field trips to compliment classes they attend
- Connect with employers, businesses & government [officials]
- Be empowered with professional and personal etiquette, public speaking, networking and technology skills
- Be exposed to training & employment opportunities

**REGISTRATION AND PAYMENT INFORMATION**

Program Meeting Days are weekly; Tuesday and Thursday; some Saturdays for field trips (venue and departure location to be determined).

**Worth Heights Community Center  
3551 New York Ave. Ft. Worth 76110**

**Session Dates**

Fall 2021 Session  
October 23 - December 16, 2021

Winter 2022 Session  
January 18 - February 24, 2022

Spring 2022 Session  
March 22 - May 19, 2022

Summer 2022 Session  
June 28 - August 4, 2022

Program Fees: \$30 per session; \$20 per child for multiple children from same household\*

\*Discounted fee for families that meet income based criteria \$15 per child

## **Refunds**

### **City of Fort Worth Refund Policy**

Refunds will only be given prior to the start of program. If a program has started, no refunds will be given. A processing fee of \$10.00 will be assessed for all refunds. A refund may be granted if requested prior to the start of the program. All refunds must be approved by the Coordinator. Prorated refunds will be provided if facilities are forced to close due to a COVID related illness. Standard processing fee **will not** be assessed

## **Payment Information**

- The City of Fort Worth accepts debit and credit cards as payment. Payments can be made online by visiting [http://apm.activecommunities.com/cityoffortworth/Activity\\_Search/26989](http://apm.activecommunities.com/cityoffortworth/Activity_Search/26989)
- All registration fees and prior balances must be paid in full one week prior to participation.
- Staff will request a birth certificate or school shots records to verify age.

## **Drop Off/Pick UP**

A sibling may pick up a participant and must be at least 16 years of age or older. Parents may allow their child to walk

home at the end of the program by completing the required form during registration. Children permitted to walk home must sign out, leave the premises and not hang around the facility. Parents must inform staff of participants that have driver's license and will be transporting themselves to program. Other youth participants will not be allowed to leave with anyone other than authorized pick up person. Therefore, students that are driving cannot provide rides to other participants without written or verbal consent from the parent/guardian. Additionally, a code word has been added to verify than an individual NOT listed as an authorized pick up person has parental permission to pick up a participant.

## **Participant Guidelines**

**All RULES MUST** be followed; violations may result in dismissal from the Rising Stars Youth Leadership Program. **CONSIDERATION AND RESPECT MUST BE SHOWN AT ALL TIMES TOWARDS EVERYONE!**

Please read and agree to the following rules.

- **ATTENDANCE POLICY:** It is important that participants arrive on time. To fully benefit from the program, it requested that students have no more than 3 absences.
- **ABSENCE:** For planning, please let the program coordinator know if you are going to be absent via email, phone call or text. Leave student's name and date they will be absent or late.
- **VISITORS:** Visitors are not allowed-no exceptions. Only program participants will be allowed to participate in program activities. Interested guests (relative, friends, etc.)

must have prior permission to visit program and require necessary liability forms.

- **BOOKS/MANUALS:** All books and manuals issued to you must be returned at the end of program in order to receive your graduation certificate. You will be notified when allowed to keep materials.
- **CLEANLINESS:** Facilities where meetings and/or activities are held, are to be left clean. You are responsible for picking up after yourself. Pick up all paper or other trash off of the tables and floors. Restrooms are to be left as found ensure that paper is placed inside receptacles.
- **DRESS CODE:** Rising Stars will be provided one t-shirt and must be worn on the program fieldtrips or outings. Participants are asked to follow outlined dress code at all times.
  - Caps are allowed if worn as part of outfit but must be removed during presentations.
  - Mid-sections must be covered (front and back); crop tops and half shirts are not allowed.
  - All shirts must have a minimum of 2" straps on both sides of shirt (no spaghetti straps). No t-shirts/muscle shirts.
  - Pants and shorts must be of size, no overly tight or loose (No Sagging

Pants. Pants must be worn at waist, belt is required).

- Shorts and skirts, when standing must be no more than 2" above the knees and must cover navel.
- Closed toe & heel shoes should be worn when engaging in physical activities (house shoes and pip pops are not allowed).

**\*\*If you are not in compliance with the dress code you will be sent home and counted absent.**

- **CONDUCT:** Proper conduct is REQUIRED at ALL times. i.e.: Loud noises, excessive talking, use of profanity or congregating in unauthorized areas is not allowed.
- Use of alcohol or smoking is prohibited.
- Be respectful of others personal space and opinions.
- **ELECTRONIC DEVICES:** ELECTRONIC DEVICES CAN BE USED DURING BREAKS ONLY-NOT DURING SESSIONS. PHONES MUST BE PLACED ON SILENT OR OFF. THESE INCLUDE BUT ARE NOT LIMITED TO: MP3 PLAYERS, CELL PHONES, I-PODS, PSP'S, GAMES, ETC. \*\*If seen in use, devices will be removed and parents will be contacted.
- Participants may **NOT** leave the meeting area or field trip venue, or group during the sessions until dismissal time. Early dismissal will be allowed with verbal or written consent from parent or guardian.



- Special Guest: Courteous behavior is expected at all time. BE RESPECTFUL TO SPEAKER AND OTHER STUDENTS. Participants are to remain engaged during presentations (sitting up straight, take notes, not talking, etc.) Students should not sleep, text or display any other distracting behavior.

**WARNING: Failure to comply with these rules can result in immediate dismissal.**

**CLOSING STATEMENT**

The City of Fort Worth encourages people of all abilities to participate in programs and activities together. Staff strives to promote activities that will provide a positive social, cultural and recreational experience.

Yes, I have read & understand the Rising Stars Youth Leadership Academy Rules and Regulations.

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**Parent/Guardian Signature**

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**Date**

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**Rising Star Participant Signature**

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**Date**