



## WEEKEND OVERNIGHT RESPITES

### PROGRAM INFORMATION

1414 Lake Allyn Road  
Batavia, OH 45103

### PROGRAM TIMES

Arrival and departure times for participants are staggered.  
Please refer to your enrollment packet for your assigned drop-off and pick-up times.

#### CHECK-IN

Friday Evening at Assigned Time

#### PICK-UP

Sunday Afternoon at Assigned Time

Early and late arrivals will not be accepted.

### ARRIVAL & DEPARTURE

Please be attentive and drive slowly. For safety, no cellphone usage during drop-off and pick-up.

#### DROP-OFF:

- To ensure safety, do not arrive before designated drop-off time.
- Please display card with participant's name on the dashboard of your vehicle.
- MAR & Meds will be given to nurse.

#### PICK-UP:

- To ensure safety, do not arrive before the designated pick-up time.
- Please display card with participant's name on the dashboard of your vehicle.
- Driver will remain in the vehicle while a staff loads the participant and their belongings.

### CONTACT INFORMATION

#### WHAT TO BRING:

- A complete packing list can be found in the enrollment packet or at [SteppingStonesForms.org](http://SteppingStonesForms.org)
- MAR & Meds if needed for nurse
- Assistive mobility devices (i.e. walker or wheelchair) and power cords for charging, if needed.
- If prescribed, Epi-Pen, Glucagon or Diastat must be with participant to attend program. Expired medications not permitted.

***Label all items with participant's first & last name.***

#### WHAT NOT TO BRING

- Electronics (iPads, cellphones, etc.) unless used for communication or behaviors.
- Toy weapons of any kind (knives, swords, guns)
- Jewelry, fine clothes or items of sentimental value
- Money
- Personal fans or heaters
- Outside food and drinks

***Stepping Stones is not responsible for lost, stolen, damaged or broken items.***

#### CLIENT SERVICES

Jeannie Ludwig  
(513) 965-5108  
[Jeannie.Ludwig@SteppingStonesOhio.org](mailto:Jeannie.Ludwig@SteppingStonesOhio.org)

#### ATTENDANCE HOTLINE

Please report any necessary absence to the Attendance Hotline at (513) 965-2467. If notification is not made ahead of time, participants routinely absent may have an impact on services.

#### NURSING QUESTIONS

Linda Apel, LPN  
(513) 735-8888  
[linda.apel@SteppingStonesOhio.org](mailto:linda.apel@SteppingStonesOhio.org)

#### PROGRAM INFO:

Rec & Leisure Manager - Allyn  
Grace Morgan  
(513) 735-8880  
[grace.morgan@SteppingStonesOhio.org](mailto:grace.morgan@SteppingStonesOhio.org)

#### GENERAL HEALTH

If before leaving for program your participant isn't feeling well, please keep them home and call the attendance hotline.

#### BEHAVIOR CHALLENGES & SAFETY CONCERNS

Stepping Stones reserves the right to send a participant home if his/her behavior becomes unmanageably disruptive or endangers participants and staff. For safety, Stepping Stones also reserves the right to send a participant home if they are unable to stay with their assigned group.

#### PROGRAM CANCELLATIONS

Any necessary program cancellations will be announced via text messaging.

#### A TECHNOLOGY FREE ZONE

In Stepping Stones' recreation programs, we try to get away from technology to enjoy the outdoors and connect with our peers. To help us maintain a digital free campus, please refrain from bringing cell phones, cameras, hand-held games, iPads, iPods, laptops or other electronics as they distract from programming.