



SKIES *Unlimited*
Schools of Knowledge, Inspiration, Exploration & Skills

Parent Handbook

Ft Bliss, Texas

2026



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Welcome to SKIES *Unlimited*

Welcome to Fort Bliss SKIES*Unlimited* Instructional Programs. The name SKIES*Unlimited* combines the acronym for “Schools of Knowledge, Inspiration, Exploration & Skills” with the word “*Unlimited*” for the unlimited learning possibilities this exciting initiative offers Army children and youth. SKIES*Unlimited* is a part of the Army’s Division of Child and Youth Services (CYS), under the Directorate of Family, Morale, Welfare and Recreation (FMWR).

SKIES*Unlimited* provides a four-school framework:

- School of Academic Skills, Mentoring & Intervention
- School of Arts, Recreation & Leisure
- School of Life Skills, Citizenship & Leadership
- School of Sports, Fitness & Health

SKIES*Unlimited* encompasses instructional programs for children and youth from infancy to adolescence i.e., 1 year through the end of their senior year in high school. This Parent Handbook is designed to answer questions you may have concerning the classes your child/youth are attending. If you have questions or concerns not addressed in this handbook, please contact the Instructional Program Specialist (IPS) at 568-5544.

SKIES *Unlimited* Mission Statement

To support Child, Youth & School Services’ mission and commitment to families by enhancing CYS choices through quality learning opportunities for children and youth in a creative environment dedicated to excellence.

SKIES *Unlimited* Vision

The Vision of Success for the SKIES*Unlimited* Program at Fort Bliss is to enhance and expand current CYS programming through a variety of SKIES*Unlimited* instructional offerings:

- With a highly qualified faculty
- Who nurture and maximize the talents and potential of the children and youth
- Through affordable and accessible learning opportunities
- As they promote quality classes and programs
- In dedicated facilities
- resulting in a reputation for quality and innovation

INSTRUCTORS

Each instructor for Fort Bliss’s SKIES*Unlimited* program is a highly qualified and experienced teacher. Evidence of credentials, certification, college level course work and/or degrees must be submitted at the time of application. In addition, all SKIES*Unlimited* instructors are required to complete training modules in CPR, First Aid, Child Abuse Reporting and Prevention, Safety and Guidelines of Child Development.

PARENTS EXPECTATIONS FROM THE FACULTY

- Instructors will arrive to class on time and be prepared to teach the day's lesson.
- Instructors will maintain class discipline and order.
- Instructors will keep parents informed about their child's progress.
- Instructors will keep parents informed about any cancellations or unexpected changes to class.
- Instructors will answer parents' questions or refer parents to the SKIES*Unlimited* administrative assistant or IPS, if necessary.
- Instructors will treat students with respect and provide quality instruction for each student.

STAFF IDENTIFICATION

All staff employed by NAF will be required to have a name tag when on duty at any CYS operation. SKIES*Unlimited* posts picture and a short bio of each of their instructors in the SKIES facility.

STUDENT/PARENT RESPONSIBILITIES

Student Responsibilities

- Students will help their parents by being ready for class by the time parents are ready to leave home.
- Students will show respect for themselves by being dressed appropriately for class and giving their all during class.
- Students will show respect for others by keeping their hands to themselves during class, waiting quietly for others to have a turn, and talking only when appropriate.
- Students will show respect to the instructors by being ready for class on time, listening when the instructor speaks, and being prepared for their turn.
- Students will show respect for their classroom by not bringing gum or food, putting trash in the proper places, and bringing only water to the class.

Parent Responsibilities

1. Parents sign in and remain on site during Instructional classes in accordance with the installation home-alone policy." IMCOM 608-10-1

Children age 10 and under are required to be accompanied by a parent or a designated parental representative while traveling to and from class and while in classes. Parents must accompany their children to and from all classes held at a non-CYS facility regardless of child's age.

2. Children who require emergency medications **must** have parents present during the class times **with** the emergency medications on hand. Our instructors are not allowed to give medication.

3. Instructors should not be expected to keep your child longer than the scheduled duration of the class. If your child is sick, please do not bring him/her to class. Your child will not get much out of the class and may pass on the illness to others. A courtesy call to the class location would be appreciated.

4. It is important to check with your instructor to make sure the cell phone and other phone numbers on file with CYS are up to date on their paperwork; to ensure you can be reached in an emergency. Please have a secondary contact name and number in case you are not available.

5. Please notify the instructor if your child has any special needs or issues. This will assist the instructor in providing the best possible learning experience for your child.
6. It will help greatly if your child takes care of restroom needs prior to the beginning of each class. Instruction time is limited.
7. Please emphasize good manners and consideration of others. If your child's behavior in class is a distraction to learning, the instructor will contact you for a conference. If the behavior continues to disrupt the class, we will follow the established and accepted procedure to remove your child from the class.
8. Make sure your child has the materials, clothing, shoes, or equipment required for his/her class.
9. If your child is unable to attend a class, please notify the instructor or a SKIES*Unlimited* staff member in advance.

WAITING AREA

Each CYS facility has a dedicated parent waiting area. If you are not a parent volunteer, you must remain in waiting area until class has been dismissed. For safety reasons parents are responsible for the constant supervision of their children while in the waiting area and on playground.

CYS REGISTRATION

To enroll in SKIES*Unlimited* classes, parents/guardians must complete the Central Enrollment Registration process. This includes providing sponsor and spouse names, social security numbers, local address, telephone numbers, e-mail address, emergency contact information, immunization records and physicals (5th grade and younger), special needs information*,

- ALL CYS policies are observed by SKIES*Unlimited*.
- NOTE: If your child has been diagnosed with any special need, you will be scheduled for the next meeting of the Multidisciplinary Inclusion Action Team (MIAT). This includes dietary restrictions, allergies, asthma, ADHD, ongoing prescriptions for medication, or any other conditions requiring your child to be on an Individual Educational Plan (IEP). In some cases, your child will not be permitted to enroll in a SKIES*Unlimited* class until the MIAT meeting has been attended and placement approved. Any accommodation necessary for your child's successful experience in his/her SKIES*Unlimited* class will be communicated to the instructor.
- Children who require emergency medications **must** have parents present during class times with emergency medications on hand. Our instructors are not allowed to give medication.

ENROLLMENT

Once you are registered and, in the Child, and Youth Management System (CYMS), you may enroll for any available SKIES*Unlimited* class at the SKIES*Unlimited* Centers, Parent Central, Child Development Centers, School Ages Services and Middle School and Teen Facilities. You must be officially enrolled in order to attend SKIES*Unlimited* classes. Registration for SKIES*Unlimited* classes starts on the 20th of the month prior to class. Registration ends on the 7th of the month the student will attend. Example: July class registration starts on June 20th and ends on 7 July. Classes run on monthly basis, and you must re-register and pay monthly.

FEE PAYMENTS FOR SKIESUnlimited

Class fees range from \$20.00 to \$335.00, holidays and extra weeks within the month have been calculated into fees, therefore there will be **no prorated** fees except during the months of: July, November and December. Fees are due upon enrollment, no exception. All participants in Instructional classes will be registered for CYS in CYMS and fees are paid in advance." IMCOM 608-10-1 Unfortunately there is no multi-child discount available for instructional classes. In accordance to the fee policy no refunds are allowed unless with the approval of the Garrison Commander. Make up classes are offered when SKIES has to cancel classes.

ELIGIBLE PATRONS

Eligible patrons for Fort Bliss SKIESUnlimited class enrollment include children and youth from 6 months through 18 years whose sponsors fit into one or more of the following categories:

Active-Duty Military
Civilian Employees (GS, NAF, Contractor, USD 207)
National Guard or Reservist

If you are not the parent, you must be the legal guardian, guardianship power of attorney will be required.

CLASS SCHEDULES

Instruction will be conducted up to three times a week depending on the type of class. Specific dates, location and time for classes will be provided at time of enrollment. Instructional activities may vary depending on patron interest and availability of instructor. Most classes have a minimum number of 3 participants required in order for the class to take place. Some classes are set up according to age groups; however, instructors may advance students based on skill performance and readiness.

CLASS ATTIRE

Each instructor will give specific guidance on attire to be worn for their class. Attire varies depending on the type of program and instruction. Clothing will be purchased by the student/parent unless otherwise noted at time of enrollment.

WITHDRAWAL PROCEDURE

All students who register for a class will be considered enrolled into the class and responsible for attending. Non-attendance is not considered as a form of withdrawal and fees will not be refunded due to non-attendance.

HOLIDAYS

SKIESUnlimited classes will not be held on federal holidays. Please check your receipt, and with the instructor for information on cancellations due to holidays.

SEVERE WEATHER SNOW/ICE

All SKIESUnlimited classes will be cancelled in the event of the following weather issues:

- tornado watch or warning
- Post closure due to rain, snow and icy conditions
- On-Post school closure due to rain, snow and ice

INSTRUCTOR LIABILITY

SKIES *Unlimited* programs are designed to be instructional and developmental and are not intended to be related in any way to hourly care. Instructors are responsible for children participating in their program only during the time they are in actual attendance of class. It is the responsibility of parents to care for children before and after class.

Students are advised not to arrive earlier than 10 minutes before class time. Students are expected to depart from the facility immediately following class. Instructors are not responsible for children before or after classes and cannot be held liable for children during this time. It is the parent's responsibility to be present or have another adult be responsible for the child/children at any time before and after classes. Please remember that these locations are places of business.

INJURIES & MEDICATIONS

Injuries

In case of accidental injuries, faculty members will perform minimum first aid treatment. The faculty member will complete an incident form and present it to the parents to sign, indicating acknowledgment of the incident. In all cases of serious or severe injury, the child/youth will be transported by ambulance to William Beaumont Army Medical Center. Parents will be notified immediately to go to the hospital. Any cost incurred for emergency transit of injured child/youth is the sole responsibility of the sponsor.

Medications

Faculty members are not authorized to administer any over the counter or prescribed medications.

SUGGESTIONS & COMMENTS

Your satisfaction is our reward for providing excellent service. However, even in the best of programs mistakes can happen. If you encounter any difficulties as we serve you, please contact IPS at 568-5195.

IMPORTANT PHONE NUMBERS

SKIES Instructional Program Office 568-5544
SKIES Bldg. 131A

Parent Central Services 568-4646

Youth Sports BLDG 195 568-1295



Character Counts

Six Pillars of Character

Trustworthiness

Be honest
Don't deceive, cheat or steal
Be reliable-do what you say you'll do
Have the courage to do the right thing
Build a good reputation
Be loyal-stand by your family and friends

Respect

Treat others with respect; follow the golden rule
Be tolerant of differences
Use good manners, not bad language
Be considerate of the feelings of others
Don't threaten, hit or hurt anyone
Deal peacefully with anger insults and disagreements

Responsibility

Do what you are supposed to do
Persevere: keep on trying!
Always do your best
Use self-control: be self-disciplined
Think before you act-consider the consequences
Be accountable for your choices

Fairness

Play by the rules
Take turns and share
Be open-minded; listen to others
Don't take advantage of others
Don't blame others carelessly

Caring

Be kind
Be compassionate and show you care
Express gratitude
Forgive others
Help people in need

Citizenship

Do your share to make your school and community better
Cooperate
Stay informed; vote
Be a good neighbor
Obey laws and rules
Respect authority
Protect the environment