



Parent Go-To Guide

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What is The First Tee?

The First Tee Mission

To impact the lives of young people by providing educational programs that build character, instill life-enhancing values and promote healthy choices through the game of golf.

About The First Tee

The First Tee was created in 1997 to introduce young people of all backgrounds to the game of golf and the life lessons it teaches. Through The First Tee Life Skills Experience, a curriculum for teaching character education through specific life skills, children and teenagers around the world discover how the skills essential to success on the golf course can help them flourish in life. These skills include self-management, interpersonal communication, goal-setting, mentoring and effective conflict resolution. The Life Skills Experience sets The First Tee apart from other junior golf programs and youth initiatives, and ultimately hopes to instill in participants The First Tee Nine Core Values: Honesty, Integrity, Sportsmanship, Respect, Confidence, Responsibility, Perseverance, Courtesy and Judgment.

To find out more, visit www.thefirsttee.org

About The First Tee Nine Core Values

The First Tee Nine Core Values are: Honesty, Integrity, Sportsmanship, Respect, Confidence, Responsibility, Perseverance, Courtesy and Judgment. Golf is an ideal context for acquiring The First Tee Nine Core Values, because it is a voluntary activity that provides challenges, requires commitment and effort over time, and has clear rules. The First Tee Life Skills Experience creates a youth-centered, mastery driven climate in which young people are empowered to explore options and make decisions, two elements that are critical to the development of a child's value system.

What is The First Tee of Central Mississippi?

The First Tee of Central Mississippi Mission

To impact the lives of young people in Mississippi by providing educational programs that build character, instill life-enhancing values and promote healthy choices through the game of golf.

The First Tee of Central Mississippi Vision

To teach The First Tee Nine Core Values; providing the vehicle through which kids can accomplish their dreams, thrive socially, excel academically and athletically, and become productive members of society with integrity, strong family values and commitment to community.

About The First Tee of Central Mississippi

The First Tee of Central Mississippi was established on March 30th, 2017 by the Life Enhancement and Achievement Program (LEAP, Inc.). It is a locally owned and operated 501(c)(3) nonprofit organization, Tax ID #47-2832072. The First Tee of Central Mississippi currently has a partnership with five local golf courses: LeFleur's Bluff Golf Course, The Refuge Golf Course, Grove Park Golf Course, Bay Pointe Resort & Golf Club and Sonny Guy Golf Course. We plan to have more partnership with other local golf courses in the future.

Through in-school and after-school programs, we help shape the lives of young people from all walks of life by reinforcing values like integrity, respect, and perseverance through the game of golf. No student or group will be turned away based on their inability to pay. The First Tee of Central Mississippi welcomes all participants, including at-risk youth, economically disadvantaged, and youth with disabilities.

To find out more, visit:

Website: www.thefirstteecentralms.org

Facebook: "The First Tee of Central Mississippi"

Instagram: @TheFirstTeeCentralMS

Twitter: @TheFirstTeeMS

Snapchat: @TheFirstTeeMS



The First Tee of Central Mississippi Program Locations

Golf Course	Contact Information
Country Club of Canton (Mondays)	Address: 183 Country Club Road, Canton, MS 39046 Phone: (601) 859-6359 Website: http://ccofcanton.com/
LeFleur's Bluff Golf Course (Wednesdays)	Address: 1205 Lakeland Drive, Jackson, MS 39216 Phone: (601) 364-1783 Website: https://www.mdwfp.com/parks-destinations/golf/lefleurs-bluff-golf-course.aspx
Sonny Guy Golf Course (Golf Rounds & Events)	Address: 3200 W Woodrow Wilson Ave, Jackson, MS 39209 Phone: (601) 960-1905 Website: http://www.jacksonms.gov/facilities/facility/details/Sonny-Guy-Golf-Course-2
The Refuge Golf Course (Closed until 2019)	Address: 2100 Refuge Blvd, Flowood, MS 39232 Phone: (601) 664-1414 Fax: (601) 664-1417 Website: refugegolf.com
Grove Park Golf Course (No weekly programs here Fall 2017) Bay Pointe Golf Club (2018 Programming)	Address: 1800 Walter Welch Drive, Jackson, MS 39213 Phone: (601) 960-1905 Website: http://www.jacksonms.gov/facilities/facility/details/Grove-Park-Golf-Course-Nine-Hole-Course-4 Address: 800 Pay Pointe Drive, Brandon, MS 39047 Phone: (601) 829-1862 Website: www.baypointegolfclub.com



The First Tee of Central Mississippi Staff Directory

<p>Joshua Friedel Executive Director</p>	<p>Contact Joshua for: Monetary donation information, corporate partnerships, sponsorship, media inquiries, legal information, etc.</p> <p>Phone: (601) 201-6735 Email: joshua@thefirstteecentralms.org</p>
<p>Chris Hornberger Program Director</p>	<p>Contact Chris for: Volunteer information, program information, participant registration, equipment donations, venue information, schedule-of-events, special events, day-to-day activities, etc.</p> <p>Phone: (601) 291-6202 Email: Chris@thefirstteecentralms.org</p>



5 Things You Need to Know About The First Tee of Central Mississippi

1. Safety First!

- As an organization involved directly with the youth in our community, our first priority is the safety of our young people. We require all staff and volunteers to go through a background check prior to engaging in our program.
- Please read and review The First Tee of Central Mississippi Parent Guidelines (page 7) to learn more about what you can do to create a safe environment for all participants.
- If your child needs extra accommodations to ensure a safe environment for all, if you see anything of concern, or if you have any questions, please reach out to Program Director Lisa Hill.

2. Fun, Fun, Fun!

- We want everyone engaged in our organization, including parents, to have fun! Use The First Tee's **3 Tips for Having Fun** to make your time with The First Tee of Central Mississippi fun!
 - **Be Patient:** We are a living organization that is constantly growing and changing. We want our parents to simply enjoy the ride and work with us to continuously improve our program.
 - **Be Positive:** No matter how you are engaged with our organization, we want your experience to be positive! We encourage all volunteers, staff, participants, and parents to keep a positive attitude throughout their involvement with our program and we simply want to return the favor!
 - **Ask Questions:** We encourage you to ask for clarification and help if you are confused or frustrated. We are here to help you help us!

3. Live The Nine Core Values

- We want our program to inspire parents and families to continuously demonstrate **The Nine Core Values**, to demonstrate to our participants that these values go beyond our classroom doors. Help their learning by letting them know when they do/don't demonstrate these values in their lives.
 - **Honesty**
 - **Integrity**
 - **Sportsmanship**
 - **Respect**
 - **Courtesy**
 - **Responsibility**
 - **Confidence**
 - **Perseverance**
 - **Judgment**

4. Live The First Tee Code of Conduct

- The First Tee **Code of Conduct** is integrated in everything we do. Our staff, volunteers, participants, and parents must continuously follow these three guidelines:
 - **Respect for Self**
 - I will dress neatly and wear golf or athletic shoes.
 - I will always try my best when I play or practice.
 - I will keep a positive attitude and catch myself doing something right regardless of the outcome.
 - I will be physically active, eat well, get enough sleep, and be safe so I can stay healthy.
 - I will be honest with myself, including when I keep score and if I break a rule.
 - I will use proper etiquette and maintain my composure even when others may not be watching.
 - **Respect for Others**
 - I will follow all instructions and safety rules.
 - I will keep up with pace of play on the golf course.
 - I will be friendly, courteous, and helpful.
 - I will remain still and quiet while others are playing and have fun without being loud and rowdy.
 - I will be a good sport toward others whether I win or lose.
 - I will encourage others to be safe and physically active.
 - **Respect for Surroundings**
 - I will keep the golf course and practice areas clean and in as good or better shape than I found them.
 - I will clean and take care of my and others' golf equipment.
 - I will be careful not to damage anything that belongs to others.

5. The First Tee Coaching Philosophy

- The First Tee Coaching Philosophy is based on promoting positive youth development through participation in fun, golf related activities. We pay attention to the learning process, not just the outcome, and make our programs person-centered rather than purely golf skill focused. Our focus is on long-term growth as a person, rather than grooming young people to be professional golfers. The four building blocks of The First Tee Coaching Philosophy are:
 - **Activity Based**
 - Doing vs Telling
 - Fun and Seamless
 - **Mastery-Driven**
 - Intention equals Attention
 - Balance Process and Outcome
 - **Empower Youth**
 - Youth Centered
 - Relationship Focused
 - **Continuous Learning**
 - Good-Better-How
 - Teachable Moments



Parent Guidelines

(In editing process, final copy will be available upon request.)

A. Stay within Designated Area

The safety and well being of our participants and parents is our number one priority. To ensure a safe learning environment, it is necessary that all parents stay in the designated parent areas. (Different for each course).

B. Let the Coaches Coach

The First Tee is a Life Skills program that uses the game of golf to teach core values. Our volunteers and coaches have been trained within The First Tee training program and are here to watch your child succeed. For the program to be most effective, it is vital that only our coaches and volunteers provide direction and instruction. No “sideline” coaching will be permitted.

C. Keep all conversations and body language positive

The First Tee of Central Mississippi prides itself on creating a positive environment for all participants, parents, and volunteers. Please keep your body language and conversations positive.

D. Sign-In and Sign-Out Ontime

To get the most out of the program, it is important that participants arrive on-time for all classes. Please try to Sign-In participants 10 minutes prior to class time. Please pick up your children on time.

E. Need to make up a class? Arrange it with Lisa First!

While we strongly encourage perfect attendance, we know that life and vacations happen. If your child would like to make-up programming hours, please arrange a make-up class with Program Director Lisa Hill. We may not be able to make up the exact content, but, we will do our best to make-up the class hours missed.

F. Teach through example! Exhibit the 9 core values in your everyday life.

- i. Honesty**
- ii. Integrity**
- iii. Sportsmanship**
- iv. Respect**
- v. Courtesy**
- vi. Responsibility**
- vii. Confidence**
- viii. Perseverance**
- ix. Judgment**



**Parents make great volunteers!
Here are ways you can get involved:**

1. Apply for a Volunteer Opportunity

Please fill out a volunteer application and submit it to Lisa Hill, Program Director, via:

Email: Chris@thefirstteecentralms.org

Mail: Leap, Inc. dba The First Tee of Central MS, 4209 Lakeland Drive #304, Flowood, MS, 39232

Online: Online registration will be available soon.

2. Parent Leadership Council

Looking for a leadership role with The First Tee? Help us create a Parent Leadership Council. The Parent Leadership Council will help The First Tee of Central Mississippi: recruit participants, recruit volunteers, fundraise, conduct parent orientations, collect feedback from parents and participants, and organize special events to help the organization.

3. Invite others to join The First Tee

Know anybody who would be interested in participating or volunteering with The First Tee of Central Mississippi? Encourage them to visit our website and contact Lisa Hill.

4. Donate

Our program depends on volunteers and donations to operate. Visit our website to learn more about donating money, and contact Lisa Hill for a current list of equipment donation needs! Items that are consistently needed include, pool noodles, hula hoops, cones, tennis balls, and SNAG equipment.

5. Reinforce what your child learns at The First Tee

Increase your child's learning and understanding by asking them guided questions about their experience that day. Help them recognize learning opportunities with the core values outside of golf: at home, in school and in the community.



Participant Safety Guidelines

(In editing process, final copy will be available upon request.)

Publish All Class Schedules

All class on-course activity schedules will be communicated with the parents, will be posted online, and will be available by phone or email to the Program Director, who will send communication to the guardian contact on file. Please report "The First Tee" events that are not communicated online or through the Program Director to the Program Director immediately.

Sign-In and Sign-Out of classes

Sign-In and Sign-Out of shifts is required by all staff, coaches, volunteers, and participants/parents. Once a player or staff is signed in, they are not permitted to leave programming grounds until sign-out. Sign-In and Sign-Out will consist of the following properties:

Participants:

- a. The Sign-In/Sign/Out form must consist of the following details: Participant Name, Name of Parent/Guardian Present (Printed), Parent Signature, Time, and Date
- b. Parents or guardians must sign their youth in/out of programming.
- c. If youth is going to leave class with someone other than their parent/guardian, a signed note from a parent/guardian is required.
- d. For youth over the age of 16 that is driving themselves, a parent must talk with a lead coach or program director on the phone before an athlete is allowed to leave a class early. If driving themselves, athletes will need to sign themselves in/out of class accurately.
- e. **In no instances is a participant permitted to ride with a volunteer, coach, or staff member.**

Bathroom Breaks

Bathrooms are high-risk locations for child abuse. Bathroom breaks are natural and necessary; thus, it is important that the following bathroom break strategies be enacted:

- a. Participants and their parents will be encouraged to use the restroom before checking into each class while under parent supervision. This will ensure participant safety, and preserve class time for class activities.
- b. All participants must be escorted to the bathroom by at least one volunteer and one other participant, or their parent/guardian.
- c. Avoid one-to-one contact. If you are the volunteer, always encourage another participant or volunteer to join you. If you must go one-to-one, clearly announce your actions and avoid seeing the participant in a compromising manner.
- d. Respect the participant's privacy. Do not go beyond their comfort limit.

Participant Safety Guidelines (Continued)

(In editing process, final copy will be available upon request.)

Water Breaks

Water breaks are an essential for participants, volunteers, coaches, and staff members. It is important to hydrate properly to avoid symptoms like dehydration and heat exhaustion. The following policies are put in place to ensure that participants receive proper access to water.

- a. Participants will get at least one designated water break per 30 minutes of activities.
- b. No participant will be denied the opportunity to water.
- c. Water breaks will take place in an open and public environment, in clear sight of other participants and people.

Golf Round Policies

One unique aspect of The First Tee of Central Mississippi is the opportunities it provides for participants to play scheduled rounds of golf with their coaches outside of class time. To ensure the safety of the participant, coach, and others it is important to abide by the following policies.

- a. All The First Tee golf rounds should be reported to the program director and recorded in the “Golf Round” log.
- b. Avoid one-to-one situations. Two adults must be present for the playing of an assessment golf round. Acceptable adults include lead coaches, The First Tee staff, The First Tee volunteers, and parents/guardians of participants.
- c. Coaches, volunteers, and participants should abide by the same sign-in and sign-out procedures as during regular class sessions.
- d. Coaches should monitor the participants to ensure safety.
- e. Coaches should abide by all other policies within the Risk Management Plan.

Programming Changes

Programming schedules, locations, and activities should be followed as closely as possible and must be changed only to create a safer learning environment. The policies for amending programming for any given day is as follows:

- a. Lead Coaches have permission and are responsible for changing program plans to accommodate safety concerns. All program changes due to safety concerns must be addressed to the program director at the end of each programming day.
- b. Safety concerns include: Heat, weather, unsafe playing conditions, ability of the participants, proximity to other activities, etc.

Programming Cancellations

Programming cancellations will be communicated to all staff, participants, parents, and volunteers as soon as it is decided. Communication of a cancelled programming will always be delivered by the Program Director or Lead Coach. Cancellations will be communicated via:

- a. Text Message
- b. Email

Because it will be communicated via text, it is important that the parent list the correct mobile phone number in registration and at parent orientation. Any changes to cell phone numbers should be reported to the Program Director via email.

Classes can be canceled for numerous reasons, including, inclement weather, crisis, coach illness, facility conflict, holiday, and lack of adequate volunteers. The First Tee of Central Mississippi will try to make up cancelled classes, however, it cannot guarantee that the exact class will be made up. If the class can be rescheduled, it will be communicated via email. Participants looking to make up the class content and hours should contact the program director to inquire about making up the hours. Participants who just show up at a different class without arranging it with a program director prior will not be permitted to participate.

Participant Safety Guidelines (Continued)

(In editing process, final copy will be available upon request.)

Equipment Maintenance

All The First Tee of Central Mississippi equipment will be evaluated prior to all activities. All equipment should be clean and free of harmful debris. Any equipment deemed as unsafe, should be removed away from the activities and into a place where nobody can use it. All equipment in inventory will undergo seasonal maintenance checks to ensure its safety.

Photography

With an increase in the availability of cameras and the ability to share photos, it is important that a photography policy be put in place to protect the privacy of participants, volunteers, staff, coaches, and parents. Photos are only permitted to be taken by family members for personal use and by designated The First Tee of Central Mississippi representatives for marketing purposes.

- i. Photographs should be limited to areas generally known as public.
- ii. No photos are to be taken in restrooms, locker rooms, showers, or non-public areas. - No photos with identifying information should be posted on the website.
 - a. Please report anyone not abiding to this policy to the Lead Coach or Program Director.

Touching

Touching is only permitted if it meets the following guidelines:

- i. The First Tee of Central Mississippi will touch participants in an appropriate and productive manner only. (High Fives are okay)
- ii. Touching should be in response to the need of the child, not the need of the adult.
- iii. Touching should be with child's permission, resistance from the child should be respected.
- iv. Touching should avoid breasts, buttocks, and groin.
- v. Touching should be open and not secretive. Always announce or clearly signal before touching another person at a The First Tee of Central Mississippi activity.
- vi. Participants should only touch other participants with respect, permission, and in a productive manner.

Reporting of Issues, How to React

Empower Youth

Empower youth to identify boundary violations by any adult and seek help from a trusted adult.

- i. We will always have an identified person of contact on-site for children to report things to.
- ii. Encourage Kids to Use the 3 R's
 - a. Recognize: Recognize situations that place them at risk of being injured or molested.
 - b. Resist: If confronted by a situation in which they feel in danger, they should resist as resistance will discourage most child molesters.
 - c. Report: Report any attempted act of maliciousness or any attempted/actual molestations to a trusted adult. This will help prevent themselves and other children from further abuse.

Open Door Policy for Reporting

The First Tee of Central Mississippi encourages all staff, volunteers, parents, coaches, and participants to report of any unsafe practices or wrongdoings. As humans, we are better at protecting ourselves if we work together, and to do that transparency and understanding are pinnacle. The following policies are put in place to allow everyone to work together to make The First Tee of Central Mississippi a safer environment.

- i. No staff member, volunteer, participant, coach, or parent will be ridiculed or discriminated against for reporting something.
- ii. All reports will be taken seriously and be investigated.
- iii. The complaint or inquiry will remain as private as possible.
- iv. No staff member, volunteer, participant, coach, or parent will be removed from the program for reporting anything of issue.



Participant Dress Code

(In editing process, final copy will be available upon request.)



The participant dress code is put into place to provide safety for all coaches, volunteers, parents, staff, and participants. Participants who do not follow the following guidelines may be required to sit out from activities if their dress is deemed unsafe by the lead coach. The parent/guardian will receive notice if there is a warning of dress-code violations. Each participant has 3 warnings per season before being subject to removal from the program.

Pants: Pants, shorts and skirts must be appropriate to the golf course and must be of finger-tip length. All pants must be hemmed to a safe length. Pants must not have any rips, tears, or holes. Pants containing pockets, such as Khaki Pants/Shorts, are preferred.

Shirt: Shirt must be appropriate for the given activity; polo shirt is preferred at golf course activities. Shirts must avoid large logos and inappropriate branding. No logos of adult activity representation (Alcohol, drugs, sexual, profanity, etc.) will be allowed at any The First Tee activity.

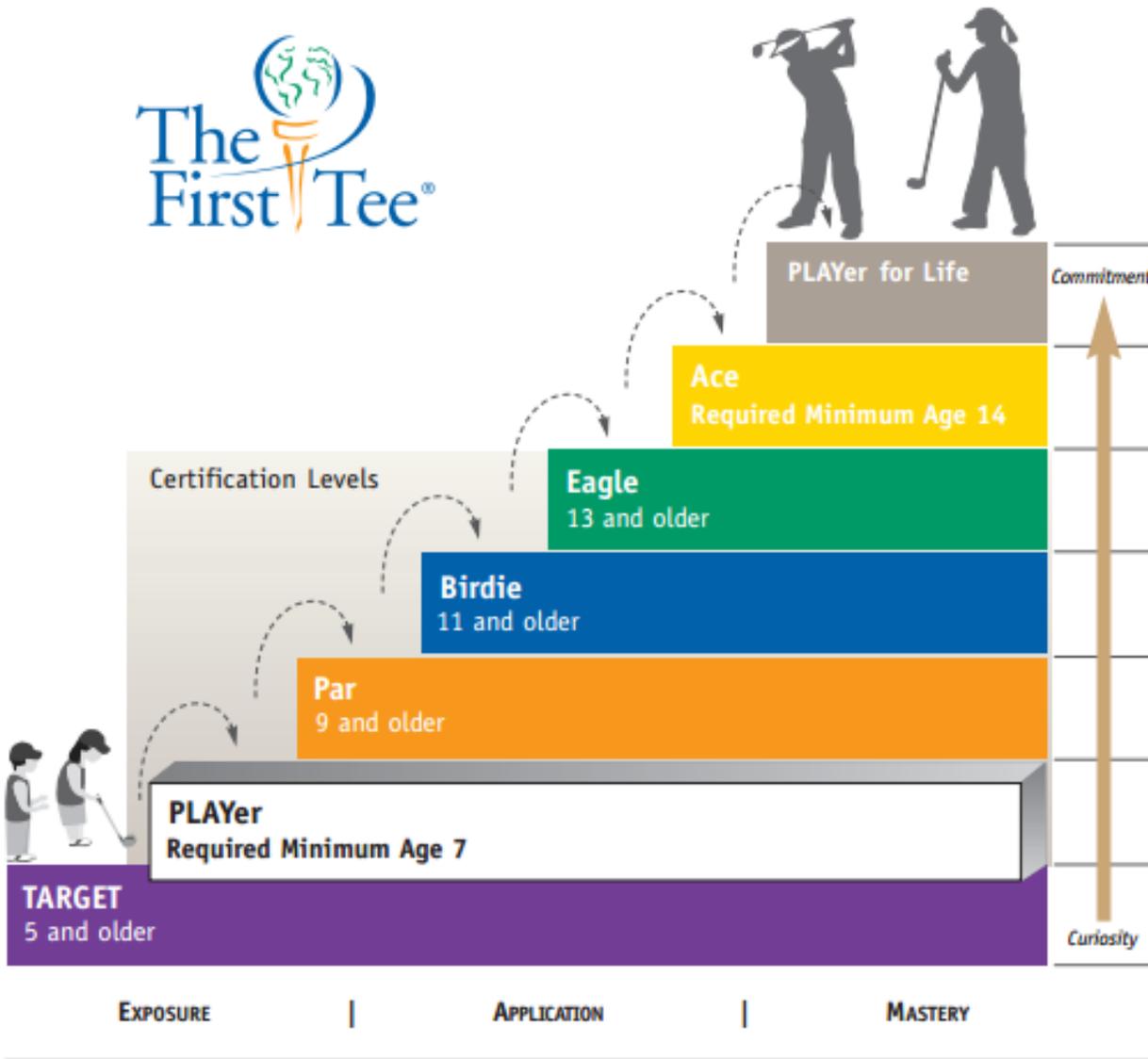
Shoes: Shoes appropriate to the activity are required. (Golf or athletic shoes on the golf course.)

Hats: Hats must be appropriate to the activity at hand. No logos of adult activity representation (Alcohol, drugs, sexual, profanity, etc.) will be allowed at any The First Tee activities.

Participant Certification

PLAYER FOR LIFE

Required and Recommended Minimum Ages for Levels of
The First Tee Life Skills Experience
(Based on Cognitive Development)





PLAYER LEVEL

Welcome to the PLAYER Level of The First Tee of Central Mississippi! PLAYER is the entry level into The First Tee Life Skills Experience program, no matter golf skill level or age.

The emphasis of the PLAYER level is to introduce playing the game of golf with special emphasis on learning golf and The First Tee Code of Conduct, appreciating the rules and etiquette of the game, and developing a young person's game in golf and life.

THE FIRST TEE LIFE SKILLS ADDRESSED AT THE PLAYER LEVEL: Interpersonal Skills and Self-Management

GOLF SKILLS ADDRESSED AT THE PLAYER LEVEL: Distance-response (size and length of motion), Target Awareness (target selection), and Getting Ready to Swing (hold, set-up, and aim and alignment)

BEHAVIORS REFLECTIVE OF THE CODE OF CONDUCT & NINE CORE VALUES:

- Follow instructions and safety rules
- Stay still and quiet while others are playing
- Taking care of the equipment used in class and the surroundings during class
- Showing honesty by correctly reporting scores including all strokes and penalties
- Following the rules no matter how she/he is playing
- Treating others kindly whether she/he is winning or losing
- Keeping a positive attitude no matter how she/he is playing
- Using good judgment during class
- Trying her/his best regardless of how she/he is playing
- Learning from past experiences
- Staying calm and having good etiquette even when she/he thinks no one is watching
- Staying in the safety zone while playing golf even without being told

CERTIFICATION REQUIREMENTS: To advance to Par Level, PLAYERS must complete the following requirements:

OBSERVABLE BEHAVIORS: PLAYERS must demonstrate each core value on 2 occasions, and exhibit each core value on 3 occasions. If observed, PLAYERS will receive a "d" or an "e" as appropriate on their PLAYER bag-tag. (See above list for ways PLAYERS can demonstrate and exhibit core values)

CORE LESSON EXPOSURE: Participate for a minimum of 27 program hours, including participating in a lesson of each core value at least twice.

LIFE SKILLS KNOWLEDGE (LEARN): PLAYERS must correctly answer 10-12 written (or verbal) questions.

GOLF KNOWLEDGE (APPECIATE): PLAYERS must correctly answer 8-10 written (or verbal) questions.

PLAYING REQUIREMENT: With a lead coach, PLAYERS must play one shortened 9-hole round of golf. PLAYER must demonstrate they can play fast, safe, and courteous. They must record their score accurately (Honesty) but no specific score is required. (Must finish in 2 hours)

PUTTING: PLAYERS must complete 9-Hole putting assessment with a maximum score of 36. Must accurately record score and demonstrate they can complete the putting course in a fast, safe, and courteous manner.

AGE: To graduate from PLAYER, participant must be at least 9 years of age.

PLAYER Yardage Book: Must completely fill out PLAYER Yardage books, including all at-home assignments.



PLAYER LEVEL

LESSON SCHEDULE:

1. WELCOME AND SHOWING **RESPECT**
2. **COURTESY** TOWARDS OTHERS
3. **RESPONSIBILITY** FOR THE COURSE
4. THE **HONESTY** OF PLAYERS
5. MODELING **SPORTSMANSHIP**
6. DEVELOPING **CONFIDENCE**
7. USING GOOD **JUDGEMENT**
8. PLAYING WITH **PERSEVERANCE**
9. LIVING WITH **INTEGRITY**

PLAYING ROUND SCHEDULE:

- CONTACT LISA TO SCHEDULE A PLAYING ROUND.

ASSESSMENT SCHEDULE: (WRITTEN, PUTTING)

- LESSON 9, INTEGRITY

PLAYER YARDAGE BOOK:

- ONLY 1 YARDAGE BOOK WILL BE PROVIDED PER SEASON. PLAYER IS RESPONSIBLE FOR KEEPING TRACK OF HIS/HER BOOK. PLAYER CAN CHOOSE TO TAKE IT HOME, OR KEEP IT AT CLASS EACH WEEK.
- ADDITIONAL YARDAGE BOOKS ARE AVAILABLE AT A \$5 FEE.
- COMPLETED YARDAGE BOOK MUST BE SUBMITTED TO LISA TO RECEIVE CREDIT.
- PLAYER MAY LEAVE THEIR BOOK ON-SITE AT THE END OF CLASS, BUT MUST TAKE IT HOME ON OCCASION TO COMPLETE "AWAY FROM THE FIRST TEE" ASSIGNMENTS AND ANY PAGES WE DO NOT COMPLETE TOGETHER IN CLASS.

PLAYER BAG-TAG:

- ONLY 1 PLAYER BAG-TAG WILL BE PROVIDED TO EACH PARTICIPANT. PARTICIPANT IS RESPONSIBLE FOR KEEPING HIS/HER BAG-TAG FOR THE DURATION OF THEIR TIME AT THE PLAYER LEVEL. IF PLAYER DOES NOT BRING BAG-TAG TO CLASS, THE PLAYER WILL MISS OUT ON CERTIFICATION MARKS ON THAT GIVEN DAY.
- ADDITIONAL PLAYER BAG-TAGS ARE AVAILABLE AT A \$5 FEE.
- BAG TAGS MUST BE SUBMITTED PERIODICALLY TO LISA FOR AUDITING.
- PLAYER MAY LEAVE THEIR BAG-TAG ON-SITE AT THE END OF EACH CLASS, BUT IS RESPONSIBLE FOR FINDING IT AT THE BEGINNING OF THE NEXT CLASS.