

Elder's Inc.
Summer Program
General Information/ policy form

AGE REQUIREMENT

Your child must be ages 5 to 12.

ENROLLMENT OPTIONS

You can enroll for:

- All sessions.
- two or more sessions.

You can choose the weeks your child will attend. The weeks can be from any session and need not be continuous.

ENROLLMENT PROCEDURE

To enroll in camp, submit a Registration and agreement form with the non-refundable registration fee. We accept cash and money orders. Before a camper begins however, we must have all important forms and information on file and the first week's payment.

IMPORTANT FORMS AND INFORMATION

We must have all the necessary forms for your child on file before he/she starts. If we don't have the necessary forms for your child, then we may refuse to admit your child to camp. The forms that we must have are:

- Camper Health History
- Immunization Certificate
- Child Release Authorization

Activity and Field Trip Liability Release and Authorization

If your child needs medication during summer camp, you must provide us with a completed authorization form signed by the prescribing physician. The form must be

in your child's file before we can administer any. You can get a medication authorization form from the camp director. If your child comes to camp with an illness or injury that prevents him or her from participating in a particular activity, please write a note to the child's counselor that explains the situation.

TUITION AND FEES

You must pay tuition on the Friday before a session begins. We do accept bi-weekly payments. Deposits are non-refundable.

Withdraws and Dismissals

The director of Elder's Summer Program reserves the right to dismiss, without refund, any camper who does not comply with the guidance policy and behavior standards of the Elder's Childcare Summer Program. The director can dismiss a camper any time the director determines that the dismissal is in the best interest of the students or Elder's Childcare. We also understand that we are responsible for at least 2 weeks tuition whether my child attends or not.

MEALS

- Parents, you must provide all meals for your child except when the food program is in session.
- In the morning there is a designated spot for your child to eat if he or she brings breakfast to camp.
- You must label your child's lunch and snack, which must be packed in a cooled container, and be nonperishable for 3 to 4 hours.
- Do not send glass bottles.

- Do not send microwave lunches or any lunches that need to be heated.
- Campers may bring snacks and drinks from home.

ARRIVAL AND DISMISSAL PROCEDURES

The center opens at 6:00 a.m. and closes at 6 p.m. You must bring your camper(s) into the building and sign him or her in and out each day. If you pickup your child after 6 p.m., you will be charged a \$1 per minute per child late pickup charge. The late pickup charge is due at the time of pickup.

Your child should arrive by 9 am daily because we may leave at 9 a.m. for field trips.

RELEASE PERMISSION

The Elder's Childcare staff is authorized to release a child only to his or her parents or guardian, unless we receive in writing a signed authorization from the parent or guardian that lists the names of those people who are authorized to pick up your child or children. If we do not have the name of someone who comes to pickup your child, then we will not release the child. If your child is going home with a friend after camp, then we must have permission from you in writing.

SWIMMING

Refer to your calendar for swim days and send your child to camp with a labeled towel, bathing suit, water bottle, plastic bag and backpack. Your child should come to camp already dressed for swimming. Please remember to have enough clothing packed for the rest of the day. You will need to provide sunscreen for your

child. Please label the bottle with your child's name.

EMERGENCIES

In the event of a health emergency or accident, we will notify the parents and take appropriate healthcare measures. Elder's Childcare provides first aid for minor problems. Accidents can occur, and it's imperative that we can reach you or your designated emergency contact person quickly. Please inform us of any changes to your home, work, cell, and pager numbers.

FIELD TRIPS

Each child will receive 5 Elder's Childcare Summer T-shirts to be worn every day. These shirts are important because they allow us to easily identify our campers. They also create a sense of togetherness. Refer to the calendar or additional letters sent home for the dates of field trips and other activities.

COMMUNICATIONS

We will give each family a calendar of events during their first week of camp. This calendar notes field trips, swimming days, special events, and other pertinent information.

CLOTHING

Dress your child in cool, comfortable clothing. Your child must wear tennis shoes daily (no sandals).

PERSONAL ITEMS

Your child must not bring radios, Walkman, CD players, or other personal items to camp. If your child brings these items, the Elder's Childcare Center staff will not take responsibility for these items.