

Camp Foundations' Parent Information for 2020

Enrollment Policies:

Registrations are processed on a first-come, first-serve basis. Full tuition fees and health form MUST be handed in by the Friday before the week your child is attending. If this is a problem, please give us a call. If tuition is not in by the Friday before a \$10 fee will be added.

Registrations Fee: New this year we added a one time a year non refundable fee of \$10. This pays for the new registration system that they get enrolled in to and the T-Shirt.

Make payments by check or money order payable to Camp Foundations. Returned checks are subject to a \$45 service charge.

Changing sessions after your initial registration is easy, as long as space allows. A phone call or a note to our office can switch a child's camp session to accommodate changing family plans. You also will be able to go online and do it yourself until the Friday before camp the week your kids will be coming to camp.

Sessions may be added at any time, if space allows. Added sessions will be invoiced at the camp fee determined by the date at the time of the addition. Full payment must be received prior to your child attending the added session.

Tuition will be non-refundable with the exception of a death in the family or an illness accompanied by a note from your physician. There are no refunds for absences, change of sessions, or withdrawals after camp starts. Upon cancellation, deposit will not be applied toward tuition of another family.

Rules and Regulations: The camper and parent(s) agree to abide by all of the rules and regulations established by Camp Foundations, including, without limitations, those relating to enrollment and withdrawal of campers and visitation.

Camper Medical Information:

Parent must inform the nurse and/or director prior to registration if camper has received professional counseling or medication for behavioral modification during the last 12 months. Parent must also inform the nurse and/or director immediately if such care or medication occurs after registration and prior to the camp season. If you plan to take your child off prescribed medication for the camp season, you must discuss this with the nurse and/or director prior to enrolling your child in camp. Failure to inform the nurse and/or director may lead to dismissal of camper from camp, and, in the event of such dismissal, there will be no refund.

Medical forms must be valid through the current camp season. Accurate and up to date medical forms must be submitted with your registration or sooner. The date of the camper's annual physical must not expire while they are in camp. FCDC reserves the right to not pick up or sign-in a camper without a current medical form on file.

If there is an emergency and a camper must be hospitalized, the Oswego ambulance squad will bring the camper to Oswego Hospital in most cases. A representative from the camp will accompany the camper. Based on the camper's registration form, emergency contacts will try to be notified immediately.

If your child becomes sick while at camp we will notify you immediately. If the child is vomiting or has a fever he/she will need to be picked up immediately. If he/she has a headache or is tired, we will allow him/her to lay down for a period of time and will notify you as well.

Any camper found with lice will be immediately removed from his/her camp group and brought to the health office at which time his/her emergency contacts will be notified. The camper can only return upon receipt of a doctor's note indicating he/she 'lice & nit free' and is no longer contagious.

All open wounds should be covered by a bandage, protecting the area from being infected and preventing exposure risk to other campers.

Prescription and non-prescription medications shall be administered only after the camp office is in receipt of parent/guardian written authorization (form can be downloaded off camp web site or mailed). Medications must be in original container.

Permission to Participate: Parent grants camper permission to participate in all camp activities unless otherwise previously noted and/or indicates restrictions on camper's medical form. The parent also allows Foundations to take the camper on excursions and special outings outside of the camp in certain circumstances.

Lost and Found: All lost and found items will be given to a charitable organization if not claimed within 7 days. Foundations is not responsible for items left behind, lost, or stolen. Please label all belongings. We recommend NOT sending your child to camp with valuables. Lost and Found is located in the main meeting room. You may ask at the office if you are not sure where that is.

Visiting during camp session: All visitors must register at the camp office immediately upon entering the property. Do not walk around looking for your child.

Extended Care Program: The extended care program extends the hours of camp both in the morning (7:00 – 9:00 a.m.) and afternoon (4:00 – 6:00 p.m.).

Rate is based on \$5.00 per hour, per child, with a \$50 per week, per family limit (Example: If you have three children attending every day, you will only pay \$50.00 for the week). The charge for any part of an hour is \$5.00.

Weekly balances for extended care must be paid in full each Friday (**Please pay by cash or check**). If payment is not received, your deposit will be used to cover any balance. Additionally, your child will not be able to use the extended care program the following Monday until your deposit equals \$80.00 and delinquent payment is made.

The fee for children who are not picked up by 6:00 p.m. is \$15.00 per hour per child. This fee will be due when you pick up your child.

Parents who are using the program **must** sign their child in and out of extended care, which includes the date, time and your child's pick-up password. Do not just drop off your child and leave!

If you think you might be late, please call the camp office at 315-216-4021.

Early Pick-up and parents' providing own transportation:

If your child is leaving early from camp, please call or send a note to notify camp office. All campers must be signed out at the camp office. You must provide your child's password when signing out. **Children leaving early must be signed out before 3:30 p.m. If it is after 3:30, you will have to wait until 3:45 when we begin regular dismissal.**

If transporting your child to and from camp, we ask that you do not drop them off before 8:50 a.m. and that you pick them up promptly by 4:00p.m. Otherwise they will be put into the extended care program and a fee may be charged.

If you are picking up your child at 4:00 p.m. (end of camp day) you **MUST** drive around and provide the password for your child. If you do not have the password, you will have to contact somebody who does. Exceptions will **ONLY** be made if you are listed as an approved guardian and have a driver's license to prove this.

Lunch Time: Campers must bring a lunch. All lunches will be kept in a refrigerator. Minimal warming / heating equipment is available. The camp will supply water during lunch and throughout the day. The camp Snack Shack will be opened after the lunch times. Foundations seeks to be careful with food products with nuts and nut by-products. Please contact the office for further information if your child has food allergies.

Lunch/Snack Shack Cards: Counselors will collect Snack Shack money from the children each morning and apply it to their Snack Shack card. This card will be used like a Debit Card throughout your child's time at camp for Snack Shack purchases. This card will help keep the loss of money to a minimum and provide service quicker. Please do not include Snack Shack money in your check for camp fees. Remember to provide your child with some money on Monday if you're going to take advantage of this service. It should be noted that upon your last registered session, remaining balances over \$5.00 will be refunded. Remaining balances under \$5.00 will be donated to the camper scholarship fund. If you would like to limit your child from any items in the Snack Shack, please send in a note with any instructions. This will be written right on his/her candy card.

Extra Activities: Any field trips or hikes off the property will be permitted only with a signed permission slip that we will send home to you in advance. Some of these activities will require an additional fee. If your child does not wish to participate in the activity, they will be placed in another camp group during that activity time. The camp counselor is very sensitive to suggest activities that the whole group would like to participate in. We ask that your child wear their camp shirt on all field trips.

Discipline Policy: It is our desire to make camp a positive experience for all the children who come. At times, we have had problems with children who misbehave and disrupt the normal flow of camp or create problems for the other children. This creates a negative atmosphere and, in a sense, "ruins it" for the majority of children who do behave. Parents will be contacted if there is a continuous problem of non-participation in the program, bullying, stealing, telling off-color stories, or using such language or any other behavior that detracts from the Christian and wholesome environment the camp wishes to provide. Profanity and cut-downs are prohibited. The use of alcohol, non-prescription drugs, or tobacco in any form is not permitted by campers or staff. The following behaviors are unacceptable in camp and our policy will be to warn the child, give a time-out, contact the parent, then dismiss the child from camp. If a child is removed from camp, there is no refund. The following is a list of such behaviors which automatically removes children from camp: fighting with other children (including hitting), destruction of property (either at camp or on the transportation vehicles), stealing, excessive swearing, smoking, inappropriate physical contact, and lack of cooperation and/or disrespect to camp staff. Foundations reserves the right to dismiss, in its sole discretion, any camper whose condition, conduct, influence or behavior is deemed unsatisfactory or detrimental to the best interests of Foundations or other campers or who violates camp rules and regulations, in which case no refunds will be made. Our goal in discipline is never to punish but always to help correct and restore the camper.

Dress Code: Campers should wear casual clothes based on that day's weather, such as jeans or shorts, t-shirts (camp shirt when available or leaving property), sneakers, etc. Label items with your child's full name. Camper's clothing must be modest. Please do not send your child in short shorts or skirts, overly revealing shirts (ie. spaghetti strap, mesh), inappropriate slogans (ie. refers to alcoholic beverages, cigarettes, obscenity), or anything that will encourage inappropriate attention. Shirts must completely cover the stomach and chest. No undergarments should be visible at any time. Their shoes must not prevent them from participating in activities. If a child arrives to camp inappropriately dressed, the parents will be called and asked to bring appropriate clothing for the child. Boys' and girls' bathing suits should not be overly revealing (ie. Speedos or bikinis). If needed girls will be asked to wear a t-shirt over their bathing suits (ie. Bikinis).

Items to bring: Your child should bring a bathing suit (see dress code), towel, sun-block labeled with their name, re-fillable water bottle, bagged lunch, water shoes, & money for Snack Shack (optional). Put your child's name on everything so that items can be returned if they are lost or misplaced.

Sunscreen: We are required to make sure every child has his/her own bottle of sunscreen brought in with his/her name on it. These will be collected on Monday and stored in the clubhouse for the week to make sure they are not forgotten. This is to make sure that your child gets the type of sunscreen you want them to have and to prevent your sunscreen from being used or "wasted" on any other children. If you have multiple children, please send them with their own bottle. Every child will get sunscreen at least twice during the camp day. If you do not want sunscreen placed on your child, you must send in a note saying this.

Items not to bring: All items not allowed in your child's school such as lighters, knives, guns, tobacco items, etc. are prohibited. Due to the creative and fun activities of camp, we ask that campers do not bring cell phones, MP3 players, Gameboys, etc. to camp. If they are brought, counselors will collect them and have them brought to the camp office. Campers can then pick up the item at the end of the day. Foundations cannot be held responsible for damaged or lost items.

Camp Office Hours: During the camp season, office hours are 7:00 a.m. to 6:00 p.m. Calls before or after will be taken by answering machine. Off-season, all calls are taken by answering machine with a follow up phone call from the camp office staff. Emails are checked daily. Extended Care is from 7:00 to 9:00 a.m. and 4:00 to 6:00 p.m.

Questions and Comments: If you have any questions or suggestions on anything we can do to make camp a smooth experience for you and an enjoyable experience for your children, please call, send a note, or email the camp office. We welcome your creative suggestions and ideas. Thank you.

Tax Credits: Parents using camp as childcare may qualify for tax credits. Please consult your accountant.