

2018 CAMP CONTRACT

The following is an agreement between _____ and Meriden Community
(Parent/Guardian) (Provider)
Camp for childcare to be provided for _____.
(Name of child)

A non-refundable \$15 registration fee plus a deposit of \$25 per week to be applied to the total amount due will hold a space for the child. **If you choose to contribute \$50 or more to the MCC Scholarship Fund at the time of registration, we will waive your registration fee.**

1. Day camp will be provided Monday through Friday during the following weeks unless otherwise indicated in the space provided to the right of each week: (check all that apply):

- Enclosing contribution of \$ _____ towards the MCC Scholarship Fund
- Week of 6/25: _____
- Week of 7/2*: _____
- Week of 7/9: _____
- Week of 7/16: _____
- Week of 7/23: _____
- Week of 7/30: _____
- Week of 8/6: _____

*The week of 7/2 is a four day week and all rates below are prorated accordingly.

2. The hours of care will be from 8:30 am to 4:00 pm plus any extended day option noted below.
3. The fees and payment schedule will be in accordance with the fee schedule below: Full payment for the week is due the Tuesday morning of the week the child is attending camp. Full payment for that week of camp must be received in full in order for the child to attend as scheduled (check all that apply; provide additional detail/breakdown on back as needed):

- \$190/Week - Regular Full-Day – Ages 6 through 12
- \$200/Week - Regular Full-Day – Ages 3 through 5
- \$40/Week – Extended Day AM
- \$40/Week – Extended Day PM
- \$65/Week – Extended Day AM & PM
- \$60/Day – Daily Camping (Assumes extended day. No pro-rating for partial days)

4. I have read the MCC policies and procedures and hereby give permission for my child to participate in the MCC program during the summer of 2018. By execution of this Agreement, I confirm my awareness and acknowledge the risks of injury that may be associated with physical activities that are part of the camp program. My child is voluntarily participating in these activities and I believe he/she is capable of handling both the emotional and physical aspects of the program as well as any risks involved. I hereby agree to waive any claims or rights against Meriden Community Camp, its employees, officers or agents for injuries that might occur as a result of these activities. I have notified MCC staff of physical conditions that may impact his/her ability to engage in these activities, and understand that it is my responsibility to obtain a physicians' statement describing any limitation to participate in this program. Furthermore, I understand that non-notification of a serious condition may interfere with the staff's ability to ensure the safety of my child or other campers and is cause for immediate dismissal. Finally, I agree that, should my child's conduct, at the sole discretion of MCC, be deemed to be in violation of MCC rules or otherwise detrimental to the maintenance of standards or to the successful operation of MCC's program, MCC in its sole discretion may dismiss him/her from the program. Initial: _____

5. Guardian or parent may terminate this contract at any time. Payment received is non-refundable.

Guardian/Parent's Signature

Date

MERIDEN COMMUNITY CAMP POLICIES

Hours of Operation:

Standard: Mon–Fri, 8:30 am to 4:00 pm, Extended AM: Mon–Fri, 7:00 to 8:30 am, Extended PM: Mon – Fri, 4:00 to 5:30 pm

Pick-Up and Drop-Off

- MCC Director (Kelsey MacNamee) must be notified if someone other than a parent/guardian will pick up your child.
- Please do not block the driveway and **drive slowly near camp property.**
- Please pick up your child on time -- late fees of five dollars per 10 minutes late may apply.

Visiting:

We love to have the opportunity to talk with parents about your child’s camp experience and show you around our facility. If you do visit the camp outside of regular drop-off and pick-up times, please be sure to let Director Kelsey MacNamee know that you are visiting and **check in upon arrival.** It is a safety priority for us to know who is on the camp property at all times.

Personal Items:

- Please bring a **labeled** water bottle, lunch, two snacks, sunscreen, sneakers, a bathing suit and towel each day. MCC may provide snacks occasionally but should not be relied upon for camper snacks each day.
- Your child will receive their very own MCC shirt. It is important that the children wear these shirts on field trip days (Thursdays and as advertised) for ease in identifying MCC campers while off campus.
- We get messy at camp; it is a good idea to have a change of clothes in your camper's backpack.
- There is a Lost & Found at MCC. Please check it regularly and claim any missing items. Any items left after 5:30 pm on the very last day of camp for the season become camp property and will be disposed of or donated to a local charity as determined appropriate by the camp staff.

Payment and Invoices:

- Weekly invoices will be mailed home.
- Payment for each week of camp is due on **Tuesday morning** of each week that the child is enrolled. If the weekly rate is not paid on that Tuesday morning, the child may not attend for the remainder of the week. Payment in full ahead of time is appreciated.
- **Because of funding limitations and the difficulty of collecting outstanding payments, registration for the current camp season will not be accepted until any outstanding fees for prior summers have been paid.**

Absences and Cancellations

- Please be sure to call or email the MCC director if your child is going to be absent.
- If your child is ill, contagious or too tired to participate, s/he will be much happier and will likely have a much quicker recovery if kept at home.
- Please be sure to notify director of any contagious illnesses so that we can take precautions.
- Because of the financial stress MCC faces due to last minute cancellations, **please inform director of your need to cancel a reservation at least two weeks in advance to avoid a \$50 cancellation fee per child per week.**

Paperwork:

- **Both the Camper Contract and Registration Packet must be completed before a child can attend MCC.**
- In order to help your child have fun at MCC, it is helpful for the director to know information pertaining to your child's health, behavioral, or educational needs. MCC cannot provide the best possible camp experience without having been informed of this important information.

Custody/Visitation Issues:

- If there are custody or visitation issues to address, documentation must be provided to MCC to ensure the child's safety. MCC will not release the child during pick-up unless the adult has been listed as a parent or guardian or the director has been informed of a change in pick-up plans.
- If an adult creates an unsafe or traumatizing situation through their presence at MCC or attempts to break a custody agreement while on MCC's property, law enforcement will be notified. For the protection of all campers and counselors, MCC reserves the right to dismiss a camper due to dangerous behavior from a parent or guardian.

Behavioral Expectations:

Meriden Community Camp has two main rules: **1) Be safe, and 2) Be kind.** These rules are discussed with the campers at the beginning of every week of camp during our daily Morning Meeting, during which time the children take part in a guided discussion that outlines how to be safe and kind at camp. Sometimes, campers need reminders in how to follow these rules, which creates a great learning opportunity. If needed, counselors ask campers to “take a break” with the director. The campers will then sit calmly with the director for an appropriate amount of time and follow this regrouping time with a short discussion with the director and their counselor about their behavior. During this discussion, emphasis is placed on problem solving and planning for success in the future. In the event of behavior that physically or emotionally endangers oneself, another camper, or a counselor, the director will notify parents or guardians and possibly send the child home for the day or longer.

Transportation:

- If it is necessary to transport your child, all seat belt/car seat laws will be adhered to.
- Weather permitting, Thursdays are field trip days! We enjoy a show at the Lebanon Green (Colburn Park) and then swim at the Lebanon Pool.
- In the case that we will be going on field trip, such as to a museum or park, you will be notified.
- MCC is not responsible for transporting campers to locations other than camp field trip destinations.

Quiet Time and Napping:

- Our 3-5 year olds will be given the opportunity to take a scheduled nap during the day.
- Any child who does not take a nap will be allowed a quiet time instead. During this time, children will be asked to rest or engage in quiet activities such as reading or drawing for approximately thirty minutes. This time is important as it helps the children regroup and recover during busy and hot days.
- Each child requires a different amount of sleep. If a child is still asleep at the end of nap/quiet playtime, the child is generally allowed to continue sleeping. If you prefer that an attempt be made to wake your child after a given period of time, please let us know.

Medication:

- Prescription medication to be administered during the hours of child care must be labeled and in the original container. The medication must be accompanied by a written note from the parent.
- Over the counter medications will only be administered with a note from the parent. Unless otherwise specified in writing by a physician, the dosage instructions from the package will be adhered to. All medications must be in their original container labeled with the child's full name.

Emergency Medical Treatment:

- In the case of a minor accident the provider will administer first aid, according to provider's training and experience. The provider will contact a parent immediately if it is necessary.
- In the case of a serious accident the provider will:
 - Administer first aid, if possible.
 - Call an ambulance to transport the child to the Emergency Room.
 - Call a parent (or emergency contact if a parent cannot be reached).
 - Stay with the injured child until a parent or appointed contact person arrives.