



## **2023 WVClubhouse Super Summer Camp**

### **Parent Contract**

**Program Duration: May 30th, 2023 – August 18th, 2023**

**(Camp dates are subject to change once PGCPs finalizes the school calendar)**

A Quality Super Summer Camp will be provided at WVClubhouse Super Summer Camp locations:

- 7201 Old Alexandria Ferry Rd Clinton MD 20735 (6:00a.m.-7:00 p.m.)
- 2200 Culbera Dr Hillcrest Heights, MD (8:30a.m.-5:30 p.m.)
- 6202 S MacDill Ave, Tampa, FL, 33611 (6:30 a.m.-6:30 p.m.)

Camps will be operated under the following conditions and guidelines:

#### **Hours of Operations**

**Camp Core Hours 8:30am – 5:30pm**

Weekly tuition covers camp **core hours only**.

Extended (before and aftercare) care is provided for an additional fee.

#### **Unscheduled Before/After Rates (when admin staff is not notified):**

6am-8:29am; 5:31pm-7pm

\$10 starting then \$2 per minute

#### **Scheduled Before/After Rates (when admin staff is notified):**

\$20/week Before Care Only (6am-8:30am time is strictly enforced)

\$15/week After Care Only (5:30pm-7pm time is strictly enforced)

\$30/week Before and After Care

\$15/daily rate for either

#### **INCLEMENT WEATHER**

In the event of inclement weather, please visit the website: [wvclubhouse.net](http://wvclubhouse.net) after 5:00 a.m. for possible delayed openings or closings of the camp.

NOTE: Fees are not credited for delayed openings and closures due to weather or other emergencies.

## REGISTRATION

There is a \$100.00 **non-refundable** registration fee. This is a one-time fee per family.

There is a \$25 additional fee for key cards.

There will be a \$75 fee for replacement of key cards.

## Payment Options

All parents must enroll in auto pay before Summer Camp begins. Payments will be processed weekly, every Friday. No cash or checks are accepted. All accounts will be charged for the weeks families originally sign up for, including before and after care.

There are no refunds for any weeks the child does not attend.

**NOTE:** Forms of Payments include: Automatic Payments ONLY. No cash or checks will be accepted.

## LATE TUITION POLICY

Summer Camp tuition is due on a weekly basis, every Friday. Campers will not be allowed to attend camp on Monday if payment is not received by the Friday prior to the new camp week. Payments received after the close of business on the Friday prior will be assessed a late fee of \$25 per day. If the full payment is not submitted by the following Monday at 9am, WV Clubhouse has the right to disenroll as of the start of the new camp week.

Continuously making LATE PAYMENTS will jeopardize your child's enrollment.

**LATE PICK-UP CHARGE** of \$25.00 for the first 10 minutes and an additional \$25 every 5 minutes after (**per child**) is assessed for any time beyond the closing time of your child's scheduled program. **Fee will be automatically applied to your account and must be paid within 5 business days. Any scheduled or unscheduled before and after care rates will also be automatically charged to the account.**

## DISCOUNTS:

Multiple Family- 10% off second child and any additional

**Military Families:** 10% off tuition

**Public School Teachers:** 10% off tuition

\*\*\*\*NOTE: Discounts do not apply to summer camp field trips. Only one discount can be applied per family.

## Key Clubhouse Payment/Enrollment Policies:

- You are responsible for paying all fees for any weeks you are signed up for, even if your camper does not attend.
- No refunds will be given to any parents for any reason.

- All campers must have all their student file paperwork completed prior to attending, including registration form with parent signature, emergency form with parent signature, camper medical history form, a signed contract agreement form, and an auto payment authorization form.

## **ILLNESS AND EMERGENCY**

Only well children will be cared for at the camp. No child with an elevated temperature will be admitted. **If a child has been out sick with a contagious disease, she/he will not be re-admitted to the camp without a written statement from the child's physician certifying** that she/he is no longer contagious. IN ADDITION, no child is allowed at the camp the day she/he is given a vaccination. (There must be a 24-hour incubation period)

- **EMERGENCIES** — The camp must always be kept informed of the location and phone number of at least one person and two standbys.
- **MEDICATION** — Medication will only be given to a child with a written note signed by a physician. That also includes over-the-counter medication.

ALL MEDICATION MUST HAVE A PHYSICIAN'S NOTE. Physician's medication forms are available upon request from the administration office.

- **INJURIES** — Any serious injuries that occur at the camp will be reported immediately. Any minor injuries that occur at the camp will be reported to the parents or written on an "Accident Report", which will be placed with the child's belongings.

## **PICK UP ARRANGEMENTS**

No one other than the parents/guardian and persons listed on the Emergency Information Card will be permitted to pick up your child. Advance notice by parent/guardian will be required if someone else will be picking up your child that is not on your child's emergency contact list. Parents and persons listed on the Emergency information card must present their driver license or other government Issues identification when picking up for the first time. **\*\*Please remember this is for the safety of your child\*\***.

## **FIELD TRIPS**

ALL CHILDREN ARE EXPECTED TO ACCOMPANY HIS/HER CLASS ON ALL SCHEDULED TRIPS. Please make other childcare arrangements (on that day) for your child if you do not want your child to accompany his/her class on a scheduled field trip. We are not able to provide childcare services because all the teachers will be providing care for children at the field trip site. All teachers **MUST** accompany his/her class/students during field trips. Parents are expected to arrive on time for scheduled field trips. If you arrive LATE and the bus is gone, you must make other arrangements for your child for the duration of the field trip. Please expect to drive the

day of the field trips if you plan to chaperone, as we will accommodate the children first. All students are responsible for their own items and spending money on all trips and inside the facility. No teacher or admin staff is responsible for any of the children's personal belongings including spending money.

### **PARENT REFERRAL**

FIFTY DOLLARS (**\$50.00**) will be applied to any parents account who refers another family that enrolls his/her child (ren) at Clubhouse Super Summer Camp **on a full-time basis**. The fee will be given to the parent after the child has been consistently enrolled for 3 weeks.

### **ATTIRE**

All campers must wear a WVClubhouse Super Summer Camp shirt on all field trips (excluding pool days).

### **SURVEILLANCE CAMERAS**

The Camp uses surveillance cameras (audio and visual) in each classroom for the protection of all children, staff, team members and visitors. We also use surveillance cameras as a tool to view the class without having to disturb the learning process.

### **INTERNET/WEBSITE**

There are times that we post pictures of the children on our website and social media sites. Please put in writing if you do not want your child's picture on the website and other sites. The letter may be given to an administrator. If we do not receive a letter stating this, you are agreeing to allow your child to be posted on our online sites and giving WVClubhouse Super Summer Camp permission to post pictures and/or videos of your child on our various websites and/or flyers.

### **PICTURES/CAMERA PHONE**

The Camp does not allow any parents, teachers, or visitors to take pictures or video the children at the Camp unless the director approves of it in writing.

### **Phones**

Students are not permitted to have cell phones at camp. Cell phones are strictly prohibited by students. If students are seen on their cell phones, the administration staff will hold the phone until parent arrival.



## WVCLUBHOUSE SUPER SUMMER CAMP 2023

### Parent Contract Agreement Signature Page

I \_\_\_\_\_ agree and adhere to the parent contract agreement for 2023 Clubhouse Super Summer Camp located in Maryland and Florida.

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_