

Kids Zone Summer Camp 2011

Serving Children who have completed
Kindergarten thru age 12

General Information

Our KZC is a total blast! We swim, we skate, we bowl, did I say swim?! Friendships are formed throughout the camp and kids beg to come back summer after summer! The kids spend some time learning about photography, which comes in handy for their scrapbook project. Summers at BCCC are way cool!

Groups

The children will be divided into groups of 25 according to age. There will be 1 camp counselor for every 13 kids on field trips and 1 for every 25 when at the center.

Lunch

You will need to provide a lunch for your child on a daily basis. We recommend a flat top 6-pack cooler. This will not only keep your child's lunch cool, but will also serve as a seat, which will come in handy when on field trips. Please label cooler with your child's first and last name in permanent marker. No microwave or refrigeration available.

Snack

You will need to provide an afternoon snack for your child on a daily basis.

Swimming

Please be sure that your child has a swimsuit (no cut offs or jeans permitted), towel, T-shirt, swim shoes and sunscreen on the designated swimming days. Please send these items regardless of weather conditions. A gym bag will be needed on swimming days for wet suits, etc. Please label everything! We will not be responsible for lost items. Lifeguards will "test" the children to determine swimming ability. Only those children approved by the lifeguard will be permitted to swim in the deep end.

Weekly Activities

Science experiments, movies, book club, playground, swimming, math games, creative writing, art activities, Nintendo, GameCube, music, Spanish and much more! Field trips (including swimming) are scheduled several times per week and field trip admissions are included in your weekly tuition!

Items your child needs daily...

- **Sunscreen** should be applied at home before coming to camp. Children may need to reapply sunscreen throughout the day and will be assisted by teachers if necessary.
- **Camp T-shirts** are required to be worn by all campers. This is a safety measure and will help camp counselors easily spot campers on field trips and at events. Every camper will receive 1 camp shirt with enrollment and campers are expected to show up to camp daily in a clean shirt. It is recommended that you purchase 5 additional shirts to ensure your child always has a clean shirt. Camp shirts will not change from summer to summer so if you buy them a little big your child may get two summers wear out of them. Please note: campers who arrive without their camp shirt on will be given a new one and a shirt fee will be added to your account.
- **Lunch**
- **Afternoon Snack**
- **Gym Bag**

Calendars

You will be given a calendar of activities for a week at a time. This will provide you information as to what that group is doing on a daily basis and the type of clothing or necessary preparations your child should make to enjoy the activities.

Camp Rules

1. No fighting
2. No running
3. Do not throw anything
4. No inappropriate language
5. Respect others
6. No sandals

Enrollment

Enrollment is simple. Just complete the attached forms, attach your payment and send in your forms. Enrollment is limited and enrollments are processed in the order in which they are received.

Weekly tuition	\$120.00/child
Activity/Supply Fee	\$20.00/child (includes one camp shirt)
Enrollment Fee	\$50.00/child \$65.00/family

*Enrollment fees are not due if your child currently attends one of our centers or if your child attended summer of 2010.

Kids Zone Camp 2011 - Enrollment Forms

Child's Name _____ Age _____
Date of Birth _____ Grade Completed _____
SSN _____

My child's immunizations are current and on file with his/her school.

School Child Attends _____
School Address: _____
School Phone: _____

If parents are divorced, which parent has legal custody? _____
Please attach supporting legal documentation.

Mother's Information

Name _____ Home Phone _____
Address _____
City _____ State _____ Zip Code _____
Employer _____ Telephone _____
Email: _____

Father's Information

Name _____ Home Phone _____
Address _____
City _____ State _____ Zip Code _____
Employer _____ Telephone _____
Email: _____

Persons authorized to pick your child up and/or act in an emergency on parent's behalf in the event we are unable to reach parents:

Name _____ Daytime Phone _____
Name _____ Daytime Phone _____
Name _____ Daytime Phone _____

The following persons may not pick my child up:

Name _____
Name _____
Name _____

Emergency Information

Pediatrician's Name _____ Telephone _____

I authorize emergency medical care for my child in the event of an emergency. Every effort would be made to notify me or my spouse of an accident but should contact not be successful, emergency care can be provided. I prefer to use _____ hospital.

Signature

Date

Medical Authorization

I authorize Bartlett Child Care Center, Inc. to give my child, _____, any and all medication that I bring/send to the center. I will leave medication instructions on the medication sign in sheet and will leave all medication in the appropriate location. Should you not understand my written instructions, simply call me at the number in my child's file. I authorize any and all medication I bring/send to the center to be given to my child as instructed and will not hold the center or its employees liable for any side effects or allergies, etc. resulting from dispensing this medication. I further understand that any prescription medication must be prescribed to my child or it cannot be administered. I also understand that should I fail to sign the medication form, no medication will be given.

Signature

Date

Field Trip Authorization

I authorize Bartlett Child Care Center, Inc. to take my child, _____, on any and all field trips planned by the center. It is my understanding that the children will travel in vehicles driven by responsible adults. I further understand that I will be notified of field trips in advance via my child's activities calendar and it is my responsibility to read the same. If I choose for my child to miss a field trip, I will keep my child at home without any reduction in my normal tuition fees.

Signature

Date

Kids Zone Camp 2011 Enrollment Contract

Enrollment

An enrollment fee of \$50.00 per child or \$65.00 per family is due upon receipt of this application. This is a non-refundable fee and children currently enrolled in our School-Age Program are exempt. Children who were enrolled in summer of 2010 are also exempt.

A non-refundable deposit of \$120.00 must be submitted along with an enrollment fee, if applicable. This deposit will be applied to your child's first week of camp. This is a non-refundable fee and children currently enrolled in our School-Age Program are exempt. Children who were enrolled in summer of 2010 are also exempt.

A non-refundable activity/supply fee of \$20.00 per child must be submitted with application.

Completed enrollment forms must be submitted along with required fees to secure your child's spot.

Fees and Payments

Your weekly fee is \$120.00 per child per week. Tuition is due for a total of 10 weeks regardless of child's attendance. In the event we are forced to close due to power failure, tuition will not be discounted or credited. This includes one snack per day and all field trip admissions. You are responsible for providing a lunch for your child.

Tuition is due on Friday for the next week in advance. Payments must be made via Tuition Express (Please see attached information). Customers failing to pay tuition on or before Friday (due to insufficient funds) will be assessed a late fee of \$15.00. Late fees will not be removed. Past due balances must be cleared on or before close of business Wednesday of each week or childcare services will suspend on Wednesday at 6:00pm. For customers who are late four times, you will have the option to (1) discontinue services immediately or (2) pay for the entire remainder of the summer. Please note that if you choose the second option and your check is returned or your ACH transaction is declined, we will discontinue service immediately.

Returned Check/ACH Transaction Charge

A NSF charge up to the maximum permitted by law will be assessed for all returned checks or ACH transactions (automatic debits). If four checks are returned or 4 ACH transactions are denied, you will be required to pay for the entire remainder of the summer. Failure to comply will result in termination of services.

Hours of Operation

The center opens at 6:00am and closes at 6:00pm. There is a late pick up fee of \$7.00 for each 15 minutes or fraction thereof that a child remains at the center after 6:00pm.

Holidays

The center will be closed Monday, May 30, 2011 and Monday, July 4, 2011. There will be no fee adjustment for these dates.

Vacation

Each child enrolled in the Kids Zone Camp is entitled to take one week of vacation from the camp and will not be responsible for tuition during that week. Vacation requests must be submitted to the office in writing one week prior to intended vacation. *Failure to do so will result in full payment regardless of attendance. Vacation will be granted strictly for a week at a time and not a day at a time and must be taken during a Monday through Friday period.*

Schools Tentative Summer Dismissal Dates

County Schools Last Day- May 26, 2011
City Schools Last Day- May 25, 2011
ECS Last Day- May 25, 2011
Briarcrest Last Day- May 20, 2011
Harding Last Day- May 27, 2011
St. Ann's Last Day- May 27, 2011
St. Francis Last Day- May 27, 2011

Your account will be billed as described below. Please indicate which school your child attends.

_____ County school system - billed for 5/27-8/5/11
_____ City school system - billed for 5/26-8/5/11
_____ ECS - billed for 5/26-8/10/11
_____ Briarcrest - billed for 5/23-8/15/11
_____ Harding - billed for 5/31-8/12/11
_____ St. Ann's - billed for 5/31- last day of summer vacation (TBA by school)
_____ St. Francis - billed for 5/31-8/9/11

I have read and understand the financial agreement and policies that govern BCCC, Inc. I agree to abide by these policies regarding fees, attendance and health codes presently in effect or that may later become law in the state of Tennessee. I agree to pay all costs of collection should my account become delinquent. Collection fees include attorney fees and court costs as well as any other fees incurred in the process of collecting my fees.

Date _____ **Mother's Signature** _____
Social Security Number _____

Date _____ **Father's Signature** _____
Social Security Number _____

Date _____ **Legal Guardian's Signature** _____
Social Security Number _____

Checklist

- _____ Enrollment Forms
- _____ Enrollment Contract
- _____ Tuition Express Application with Voided Check
- _____ TN Child Health Record
- _____ T-shirt order form
- _____ Enrollment Fee, Activity Fee, Deposit

**Kids Zone Camp Shirt
Order Form**

Child's Name: _____

Center Location: _____

Included with enrollment is one camp shirt per child. **Please circle size below.** Additional shirts may be ordered; see below.

Youth XS (2-4)
Youth S (6-8)
Youth M (10-12)
Youth L (14-16)
Adult S
Adult M
Adult L

Additional # of shirts purchased: _____

Size: _____

Youth XS (2-4)
Youth S (6-8)
Youth M (10-12)
Youth L (14-16)
Adult S
Adult M
Adult L

\$5.00 per shirt or 5 shirts for \$20.00

**Please attach your payment and return to the Director.
One form per child please!**