# **Policies & Procedures**

## Registration

A Program Registration Form, and an Emergency Card, must be completed and signed by a parent/legal guardian/parent's authorized representative before a student will be admitted into any Campz program. Submit forms early to secure space for your student.

#### **Hours When Campz are In Session**

Unless otherwise noted in a detailed daily or weekly agenda, Campz begin at 9:00 am and finish at 3:00 pm on weekdays when programs are in session.

#### Before & After Camp Care

Hours – 7:30 am to 9:00 am & 3:00 pm to 6:00 pm Fees – \$85 per week prepaid, or \$12.50 per hour a la carte.

#### **Monday Morning Check-in**

Students must arrive between 8:00 and 8:45 am on Mondays to allow time to complete the check-in and orientation process.

#### **Day-by-Day Schedules**

Typically by Monday of each week of camp, campers/parents will be provided an agenda of activities for the balance of that week. It might include notice of days when lunch will be provided for campers, or when a particular camp will begin earlier or end later than the normal start and stop times (for example, RadCampz or Odyssey Campz students might leave before 9:00 am or return after 3:00 pm from certain field trips).

#### Lunches

Campers must bring a bag lunch for each camp day, except when otherwise noted on individual camp schedules (such as when it is announced that pizza or BBQ lunch will be provided on a particular day, etc.).

## **Dress Guidelines**

- Students attending a single week of Variety Campz, RadCampz, or Odyssey Campz will be issued one shirt and one hat on their first day of camp. Students pre-paying for two or more weeks of camp during a summer session will receive a second shirt. Extra shirts and hats are available for \$12 each.

- For safety and other reasons, students are required to wear a camp-issued shirt each day of camp. If students arrive without their camp shirt, they will be issued one and their parents will be charged \$12.

- Students must wear athletic, closed-toe shoes for Campz and Before & After Camp Care. Closed-toe athletic sandals such as certain models made by Keen, Teva, etc. also qualify as acceptable footwear.

## Splash Days & Beach Days

Splash Day is a weekly tradition for many Campz based at ECDS. Inflatable "jumpies" and water slides are deployed and students are supervised by Campz staff members while playing on this equipment.

An off-site Beach Day excursion is sometimes offered as an alternative to an on-site Splash Day experience, for students attending RadCampz or Odyssey Campz.

On Splash or Beach Days, students can either bring their bathing suits to change into, or they can wear them under their clothes. They are still required to wear closed-toe shoes throughout the day before and after water play, but they may wear sandals when walking to and from the water slide or to and from the Campz transportation vehicle and the beach.

Students should pack a towel and dry clothes/underwear to change into after water play. Rash guards / UV protection sun shirts are recommended. Please apply sunscreen to your child before dropping them off at camp each day ... and especially on Splash and Beach Days.

#### **Discount Programs**

- An Early Enrollment discount price (See "Campz Pricing" section for details) applies to the weekly rate of most Summer Campz offerings, regardless of how many discount programs for which a student qualifies.

- The "Early Enrollment" maximum discount price applies when campers are enrolled, with all fees paid and forms completed by the dates indicated. (See individual Campz catalog pages for pricing details).

- The "Complete Summer Package" discount program is for students who will be attending ECDS Campz for the entire summer session. These packages include 6 weeks of camp, as well as Before & After Camp Care throughout the summer session (See "Campz Pricing" section for related costs).

- The "Sibling Discount" program applies when two or more siblings attend Campz during the same week, or for the same number of weeks in the summer session. The child attending the highest priced Campz program will be charged full price and a "Maximum Discount Rate" will apply to all siblings of that child who are also attending the same week or same number of weeks during a summer session. No Sibling Discounts are offered for Complete Summer Packages.



## Transportation

No transportation to or from a student's home is offered at this time. For off-site field trips and excursions, campers will be transported in safe, seat-belted ECDS vehicles driven by staff members, parent-driven carpools, or professional-driven chartered buses.

## **Absence Policy**

Tuition fees for Campz are paid in consideration for a place in ECDS summer camp programs. No refunds or credits accrue to students who are absent during weeks they are enrolled in ECDS Campz.

As a courtesy to instructors and fellow students, we ask that parents of students who will not be attending a particular day of camp call the Campz Office (760-942-1111) the day before or morning of the day their child will be absent.

## **Refund Policy**

No cash refunds will be considered beyond 72-hours after the Program Registration form and payment are received by ECDS.

## **Program Cancellations/Changes**

ECDS Campz and related excursions may be canceled, rescheduled or modified due to insufficient enrollment, or unexpected limitations of weather, destination, scheduling, staffing or transportation. In the event a cancellation or change is necessary, ECDS will make a concerted effort to accommodate registered campers with alternate programs, destinations or activities.

## **ECDS Campz Office**

3616 Manchester Ave, Encinitas, CA 92024 760-942-1111 / **ecdscampz.org**