

Dear Kidsville Parents,

Welcome to Summer Camp 2016! Our staff members have been working very hard to create an amazing camp experience for your child. We look forward to seeing you and your child.

You will find a few forms in this summer packet that will need returned for your child to be registered.

- Registration form
- Parent permission forms
- Shot records

Shot records can be faxed to 817-479-8601, emailed to info@kidsvilleinc.com, or dropped off at our office.

A mid-morning and afternoon snack will be provided. Your child will need to have breakfast before drop off. They will also need to bring a sack lunch every day, except for a monthly pizza party to celebrate birthdays. Pizza dates will be on the camp calendar when it is released.

Please remember to send extra clothes and shoes for accidents and/or water days. All items need to be in a large Ziploc bag and labeled with your child's name.

If your child wears sandals instead of tennis shoes during the summer please remember to send a pair of tennis shoes for gym and outdoor play. Children without tennis shoes will not be able to participate in these activities due to safety reasons.

Last summer Kidsville Camp was full every week. If your schedule changes and your child will not be attending please let us know by email so we can notify parents that are on the waiting list.

If you have any questions please feel free to e-mail us at info@kidsvilleinc.com.

Thanks,
Kidsville



SUMMER CAMP 2016 REGISTRATION FORM

Kidsville Inc.
After School Care

Start Date _____

School and grade level attending 2016-2017 _____

CHILD'S NAME _____ Boy _____ Girl _____ T-Shirt Size: Youth _____ or Adult _____

ADDRESS _____ CITY _____ ZIP _____

PHONE NUMBER _____ BIRTHDATE _____ AGE _____

E-mail address _____ / _____

Mother's Name _____ Business Phone _____

Mother's Driver's License # _____ Cell Phone _____

Employer _____ Business Address _____

Father's Name _____ Business Phone _____

Father's Driver's License # _____ Cell Phone _____

Employer _____ Business Address _____

Do you need separate billing? Yes ___ No ___ If yes who is the other person making payments? _____

PERSON TO BE CALLED IN CASE OF ILLNESS OR EMERGENCY OTHER THAN PARENTS:

Name _____ Phone _____ Address _____

Name _____ Phone _____ Address _____

Name _____ Phone _____ Address _____

THE FOLLOWING PEOPLE HAVE MY PERMISSION TO PICK UP MY CHILD. CHILDREN WILL ONLY BE RELEASED TO A PARENT OR PERSON DESIGNATED BY THE PARENT WITH PROPER ID.

Name _____ Phone _____ Driver's License _____

Name _____ Phone _____ Driver's License _____

Name _____ Phone _____ Driver's License _____

Name _____ Phone _____ Driver's License _____

RECEIPT OF WRITTEN OPERATIONAL POLICIES:

I acknowledge receipt of the facility's operational policies including those for discipline and the financial agreement. I agree to abide by all of the Kidsville Inc. policies. I agree to and understand that I must give a written notice to withdraw.

PARENT SIGNATURE

DATE

AUTHORIZATION FOR EMERGENCY MEDICAL ATTENTION:

In the event I cannot be reached to make arrangements for emergency medical care, I authorize the person in charge to take my child to the nearest Emergency Medical Care facility.

Physician's Name _____ Phone _____

Address _____ City _____ Zip _____

List any special problems that your child may have, such as allergies, existing illness, previous serious illness, injuries and hospitalizations during the past 12 months, any medication prescribed for long-term continuous use, and any other information which caregiver's should be aware of: _____

Please provide a copy of your child's immunization record for summer.

I, _____, give consent for the facility to secure any and all necessary emergency medical care for my child.

PARENT SIGNATURE / PHONE #

DATE

*****This form must be notarized prior to enrollment*****

State of Texas

County of _____

This instrument was acknowledged before me on the _____ of _____
day month

by _____.
parent signature

Notary Public Signature

Security Code

The City of North Richland Hills has passed a new ordinance that requires each child in care have a security code to be released from childcare. This code will need to be given to staff when somebody other than legal guardian picks the child up from after school care. Please make sure that anyone who picks up your child is aware of the unique code. **The code will be confidential and any word or number will be acceptable. This code can be changed at anytime.**

Student's Name: _____

Security Code: _____

PARENT SIGNATURE

DATE

2016 Summer Camp Parent Notification Checklist

Please initial beside each line and sign and date at the bottom.

I have been notified regarding the following topics:

____ I understand that my child **will not** be able to leave Kidsville with anyone **not listed** on the registration form. A change in writing must be submitted to add anyone to the pick-up list.

____ I understand that tuition is due on Monday, the beginning of each week, and will be considered late after Tuesday at close. A late fee of \$10 will be charged each Wednesday until payment is made. Online payment, check, or money order are the only allowed forms of payment.

____ I understand that **Kidsville is not responsible** for lost or stolen items.

____ I understand that **cell phones are not allowed**. Please call the school cell number or the director if you need to speak with your child. At that time your child can return the call on their personal phone.

____ I understand that a **late fee** will be assessed if my child is **not picked up by 6:30**. The fee is \$3.00 for the first 5 minutes and \$1.00 for each minute thereafter (per child).

____ I understand that my child will not be able to walk home with anyone under the age of 18 unless a written request is given.

____ I understand that a copy of the Minimum Standards for Child Care Centers is available for my review at any time. Current DFPS inspections are posted in the licensing binder.

____ I understand that the playground is not licensed by DFPS and is maintained by BISD.

____ I allow my child to play on the playground and participate in activities like: basketball, soccer, jump rope, scooters, cheerleading, dance, karate and other outdoor and indoor games.

____ I allow my child to participate in all water activities like: sprinklers, water balloons and other water related activities.

____ I understand that I am responsible for my child eating breakfast before arriving.

____ I understand that I will provide lunch each day or a lunchable will be given to my child and a \$5 fee will be added to my account.

____ I allow my child to participate in activities with special guests like: game truck, Firefighters, Police Officers, Sports Camp, karate, dance, parties with DJ Mack, etc.

____ I understand that I must pay a deposit for each week that I would like my child to attend Kidsville. If my child does not attend I understand that the deposit is non-refundable.

____ I understand that during the summer I will need to provide a copy of my child's shot records because the school's office will not be open.

____ I understand that Kidsville must have a signed waiver for them to apply sunscreen or bug spray to my child.

CHILD'S NAME

PARENT SIGNATURE

DATE

Financial Terms and Agreement

Kidsville will begin on June 6th and conclude August 19th. Children must be 5 years old and no older than 12 to attend Kidsville. LIMITED SPACE, so register early! Camp dates are subject to change based on the BISD 2015-16 calendar. **Camp will not be held on July 4, 2016. Camp will close at 5pm on August 18th and August 19th.**

Registration Information

Kidsville summer registration begins on January 18, 2016 for current Kidsville students.

Camp is \$130 per week. Kidsville will offer a \$5 discount for each sibling and discounts for BISD staff. Parents have the option of paying the entire amount due for each camp week or pay a deposit of \$20 per week, per child, at the time of registration which will be deducted from tuition when the child attends. If the child does not attend the deposit will not be refunded. When deposits are paid, the remaining camp balance is due by close on Tuesday of each camp week. A completed registration form must be turned in with deposit to hold child's placement.

Summer registration will be open to children 5-12 that are not currently attending Kidsville after **February 16, 2016**. The deposit is *non-refundable* and *non-transferable* after **May 1, 2016**. **Withdrawals made after the start of camp are subject to forfeiture of deposit.**

A \$25 return check fee will be charged for each returned check. A money order or online payment may be required for future payments. A \$10 late fee will be assessed each Wednesday until payment has been made in full or a payment plan has been made and followed. Accounts that are two weeks behind on tuition and no payment plan has been made child care services will end. **Withdrawal from the program must be submitted in writing two weeks prior to the last day for tuition charges to cease.**

I, _____, understand the terms above and agree to pay tuition as long as my child is enrolled

(Parent Printed Name)

in the Kidsville program.

PARENT SIGNATURE

DATE

SERVICES NEEDED:

Start Date: _____

Drop In: \$45 _____ (Only available if there is space) Weekly: \$130 _____ Sibling Weekly: \$125 _____

Discounted Weekly: \$120 _____ Discounted Sibling: \$115 _____

*The discounted rate is for BISD employees and/or children on Free or Reduced Lunches.

**In order to receive the discounted rate we will need a copy of BISD ID or a copy Free or Reduced Letter.

Summer Schedule Request Form

- * Circle the summer camp weeks you would like your child to attend.
- * All weekly fees include visitors, activities, crafts and special events.
- * Double-check your selection because this will be the week/s your child will be registered.
- * Please note the due date for the tuition balance.
- * Deposit must be paid to reserve your registration.
- * Deposit is non-refundable after May 1, 2016.

***** If you need to make a change, please contact us immediately at info@kidsvilleinc.com *****

Date Range	Deposit Due at Registration	Remaining Camp Fee	Tuition Due Date
Week 1: June 6-10	\$20		June 7
Week 2: June 13-17	\$20		June 14
Week 3: June 20-24	\$20		June 21
Week 4: June 27-July 1	\$20		June 28
Week 5: Closed July 4 July 5-8	\$20		July 5
Week 6: July 11-15	\$20		July 12
Week 7: July 18-22	\$20		July 19
Week 8: July 25-29	\$20		July 26
Week 9: August 1-5	\$20		August 2
Week 10: August 8-12	\$20		August 9
Week 11: August 15-19* (This week is only available to students attending 6 or more weeks.)	\$20		August 16

***We will close at 5pm on August 18 and 19.**

Please fill out the schedule request form to the best of your knowledge so we will be able to plan a summer camp that everyone will enjoy!

Child's Name (Use separate form for other children if they are not attending the same weeks.)

Parent Signature

Date

Staff Initials

Code of Conduct

Kidsville students are expected to abide by the following rules:

- Play fairly
- Respect others differences
- Respect all Kidsville students and staff
- Be friendly towards others
- Treat others the way they themselves want to be treated
- Not push others into doing something they do not want to do
- Listen to all instructions, and then follow them
- Take care of Kidsville toys and equipment
- Report dangerous or risky behavior to a staff member
- Report bullying of other students
- Respect opponents during games and be gracious in defeat
- Stay in the designated area and not leave (for restroom, etc.) without permission

Kidsville students must refrain from:

- Bullying, cheating, or name calling
- Rough or dangerous play
- Using bad language or rude references
- Disregarding staff's instructions
- Threatening staff or children
- Harming any adult or child (i.e., hitting, biting, scratching, kicking, fighting)
- Throwing objects
- Yelling or shouting

Possible consequences for unacceptable behaviors:

(May or may not be used in the order they appear.)

- Reminding child of rules and expectations
- Talk with child about ways to change recurring unacceptable behaviors
- Redirection from where the problems take place
- Parent contact or conference
- Separation from group
- Having child go over this document as a reminder
- Suspension from Kidsville for 1-3 days
- Permanent dismissal from Kidsville

I have read and discussed the Kidsville Inc. Code of Conduct and Discipline and Guidance Policy with my child. Both of us understand and agree to uphold the code.

Parent's Signature

Date

Child's Signature

Date

Pet Handling Permission

During Kidsville Camp we will have classroom pets. Like all pets, these will require care and attention. We will do our best to ensure that all the animals we care for are "child-friendly". However, even docile animals, on occasion, bite or scratch. If you want to allow your child to interact with our pets and/or allow your child to enter into a drawing to take a pet home at the end of the summer, please fill out this permission slip. Please understand that we will not be able to allow your child to play or care for our pets without your written permission.

Kidsville Pet Rules

1. I will treat every animal in Kidsville with kindness and respect.
2. I will be gentle with our pets.
3. I will not do anything intentionally that would cause our pets to bite or scratch.

My child _____ **MAY / MAY NOT** (circle one please) play with and/or help care for the classroom pets. "Care" may include, feeding and/or watering the pets. I will not hold Kidsville or any of the staff responsible if my child is injured in any way.

My child may enter into a drawing to take a pet home. **YES / NO**

(Parent/Guardian Signature)

(Date)

Sunscreen and Bug Spray Authorization

I hereby give Kidsville, permission to use **sunscreen** on my child, _____, when appropriate.

I hereby give, Kidsville, permission to use **bug spray** on my child, _____, when appropriate.

(Parent/Guardian Signature)

(Date)

Photo Authorization

I grant Kidsville Inc. and its employees permission to photograph my child during observations, class projects, or any other classroom activity. I understand that only first names will be used and that the pictures may be used in camp projects and flyers for Kidsville.

(Parent/Guardian Signature)

(Date)

If you have any questions please feel free to e-mail us at info@kidsvilleinc.com.