

## Summer 2022 Handbook

### **General Information:**

Kidzone Afterschool Academy believes that all children deserve a safe nurturing, Christian environment in which to grow and develop into young men and women. We work to provide experiences to help children develop mentally physically, emotionally and spiritually.

In order to serve our children and their families effectively, it is necessary for our staff and parents to clearly understand their responsibilities to each other. The policies in this handbook will serve as the basis of our operation.

“Train a child in the way that he should go, and he will not turn from it.” Proverbs 22:6

### **Registration Fee:**

\$40 per family. This fee is waived if the student is a current after school student.

### **Tuition:**

The weekly tuition for summer camp is \$125/week. Payment is **due the Friday prior to service**. If payment is not made they will not be able to attend the following Monday. Parents will be informed in writing and/or verbally if a non sufficient fund is incurred. Payment will be required in full with cash or check or money order along with a \$25 overdraft charge in such cases. The child will not be allowed to return until the account is brought to current.

### **Vacation Weeks:**

Students are allotted two unpaid weeks of vacation over the summer. Parents must give the director **two weeks prior** to the student being absent so that we can attempt to fill your child's position during their absence. Vacations must be taken in consecutive weeks and not broken up by days.

### **Absences:**

Please notify the director through Remind if your child is going to be absent so that we can plan for activities accordingly. There is no discount/refund for absences outside of the above detailed vacation period.

### **Illness:**

If a student has a fever and/or symptoms of contagious illness (diarrhea, vomiting, rash, chicken pox, lice, ect) you will be expected to pick up the child within **one hour** of being notified. ***Important: If a student is sent home from Kidzone they must be symptom free for 24 hours before returning. If a child is sent home on Monday they would not be allowed to return until Wednesday at the earliest.***

### **Withdrawal:**

In order to withdraw a student from the program a two week notice is required. If a child withdraws without notice, there will still be a charge equivalent to two weeks.

### **Remind System:**

All students in our program are required to join the Remind System. This is where we will communicate to you most frequently. We will also relay any closings or delays through this system. ***If a parent fails to join the Remind system the student will not be prohibited to attend until they do so.***

### **Schedule:**

Hours of operation: **7:30am-6:00pm**. Monday-Friday.  
Students will not be accepted any earlier than 7:30am.

### **Drop off/ Dismissal Process:**

We will continue using the carpool format for drop off and pick up. ***STUDENTS WILL NOT BE ACCEPTED AFTER 8:30AM WITHOUT A DRS NOTE.*** Please pick up your child promptly at 6:00pm. *After five minutes a late fee of \$5 will be charged to your account. After 10 minutes parents will be charged an additional \$1/minute they are late.*

### **Meals & Snacks:**

Kidzone is bagged lunch program meaning we do not provide lunch. Parents need to send their child with a bagged lunch daily. We are not allowed to heat any items sent in a child's lunch. Lunches will not be refrigerated so please put an ice pack in your child's lunch if it needs to stay cold. If lunch is forgotten we will supply a lunch and a \$5 fee will be charged to your account.

Kidzone will provide two snacks per day. During each snack children will have two choices. Children are NOT permitted to bring their own snacks (unless a dietary supplement is necessary).

### **Medications:**

Any medication that must be given during the summer camp day must be sent in its original container and there must be a "permission to administer medicine" form on file. We will not administer any over the counter medicine (advil, tylenol, ect.) unless given notice from a dr's form.

### **Sunscreen and bug repellent:**

We encourage all students to bring sunscreen. We suggest that all students apply sunscreen in the morning before arriving at Kidzone. We will help students reapply throughout the day. *Kidzone will not provide sunscreen if it is forgotten.*

### **Field Trips:**

During the summer we will travel on numerous field trips. Field Trips are included in the weekly tuition. Parents need to complete the Field Trip Permission Forms prior to the field trip. Students do not have the option of staying behind from a field trip. Students must exhibit appropriate behavior on trips and in the van. If they prove they cannot handle traveling they will no longer be allowed to travel with the group.

### **Toys:**

Unless we are having a special day, please do not send your child with any kind of toy/stuffed animal.

### **Dress Code:**

Swim: No bikinis, or speedos please!

Shoes: CLOSED TOE SHOES ONLY (students can pack flip flops on pool days)

Clothing: No crop tops revealing bellies, shorts that show the bottom, or anything that would reveal private areas. No profanity on clothing.

### **Write up Policy:**

In the case of serious or recurring behavior issues, children may receive a write up. Write ups occur when violence, or attempted violence occurs, inappropriate language, a child repeating the same inappropriate behavior after being redirected. Fighting or attempting to harm another student will result in an automatic three 3 day suspension.

If it occurs again it will be a week long suspension, and on the third offense will result in dismissal from the program. *Kidzone reserves the right to suspend students for any number of days upon their discretion.*

### **Change of Clothes Policy:**

If your child has accidents on a regular basis please send them with a change of clothes to leave in their cubby. If clothing is to be provided by Kidzone it must be washed and

returned within a 3 day period. **If it is not returned within 3 days a \$5 fee will be charged to the account to cover the cost of replacing the clothing.**

**Items needed daily:**

- Packed Lunch
- Water bottle to refill (please put name on water bottle)
- Sunscreen
- Closed toe shoes

\*\*Masks are no longer a requirement. If you would like us to make sure your child wears mask please message me on an individual basis\*\*

**Pool days:**

**\*\* Every Thursday students need to come dressed for the pool with sunscreen already applied\*\***

Swim suit

Water shoes

Towel

Life Jacket (*MUST BE US COAST GUARD APPROVED*)  
*Students will change into swimsuits before leaving Kidzone and change into dry clothes upon returning. Bags are not permitted at the swimming pool.*

**Weekly Schedule (Tentative):**

Mon- Group 3 Field Trip

Tues- Group 2 Field Trip

Wednesday: Group 1 Field Trip

Thursday: Pool Day- All Groups

Friday: On campus fun day

## Field Trips 2022:

<b>Date</b>	<b>Week</b>	<b>Theme</b>	<b>Field Trip</b>	<b>Fun Day Friday</b>
June 6th	1	Color Week	Tye Dye Shirts	Color Wars
June 13th	2	Neon Week	Spare Time	Glow Stick Dance Party
June 20th	3	Sail the Seven Seas!	Mad Science	Ice cream Truck on Campus
June 27th	4	Aloha Week	Movie Theater	Root Beer Floats
July 5th	5	Lets Go Camping!	Hagan Stone Park	Smores!
July 11th	6	Superhero Week	Triad Park	Pizza Party
July 18th	7	Wonderful World of Disney	Kona Ice (Thursday)	Disney Movie
July 25th	8	The Greatest Show	Inflatables on Campus	Ice Cream Truck on campus
August 1st	9	Lions, Tigers, Bears!	NC Zoo	Bring your fav stuffed animal
August 8th	10	Wild West!	Ingram Farms	Wild West Party
August 15	11	Lights Camera action	HPU Children's Museum	KZ talent show

On Friday's students are encouraged to dress up with the theme! Parents- make this fun and don't stress- a home made outfit is just as great!!