



Norma F. Pfriem

2018 Summer Day Camp

Top 10 Frequently asked Questions:

- **Where do I register for Summer Camp? What do I need to register for Summer Camp?**
 - All SUMMER CAMP REGISTRATION MUST BE DONE IN PERSON. WE DO NOT ACCEPT PAYMENTS OVER THE PHONE.
 - REGISTRATION PACKETS ARE PROVIDED BY THE SHEHAN CENTER THAT CONTAINS ALL OF THE DOCUMENTS YOU NEED TO COMPLETE.
 - 2017 Federal Income Tax Return (No W2's)
 - Updated Immunization & Health Exam Record from Physicians
 - Completed 2018 Summer Day Camp Registration Form
 - Current Authorization for the Administration of Medication Form, completed by Physician. All medications are due the first day of camp, labeled "Camp" in original packaging with prescription, child's name, and directions for use.
 - Or Medical Liability Release Form if you do not wish to provide medication.
 - Payment: NO REGISTRATION will be complete without full payment.
 - All cash, credit or check payments must be made in full for each Session and Field Trip that you register for. Deposits/partial payments are not accepted.

- **Do you offer scholarships?**
 - If awarded grants, we would be able to offer a very limited amount of scholarships. Scholarships are awarded based on need. For more information regarding scholarships, please contact our co-program director, Katherine O'Hara.

- **How do I apply for Care 4 Kids?**
 - If you are a first time Care 4 Kids applicant you will need to visit www.care4kids.com and print out a parent provider agreement form.
 - Once this form is printed you may bring it to the Shehan center, where we will complete our section of the form.
 - Once the form is completed by both parties, it is the responsibility of the applicant to mail it in to Care 4 Kids.

- Care 4 Kids will then send both the applicant and Shehan center a child care certificate. (The Shehan Center must receive the certificate in order for Care 4 Kids to become effective).
- The certificate will indicate when your coverage will begin/end, and how much of the program Care 4 Kids will be covering.

- **At what age can my child begin attending summer camp?**
 - Summer camp is offered to children in grades Kindergarten-8th grade.
 - If your child is 4.5 years old, in order to attend camp they must be entering Kindergarten in Fall 2018.

- **What should my child bring to camp each day?**
 - Lunch (if not eating camp lunch)
 - Athletic clothing and shoes
 - Swimwear: bathing suit, towel, goggles, etc.
 - Camp t-shirt (on Field Trip days only)

- **What food is provided by the Shehan Center?**
 - Breakfast and Lunch are served Monday-Friday.
 - Breakfast: cereal, milk, juice, fruit
 - Lunch: cold sandwiches, hot lunches, fruit, juice, milk
 - Please pack snacks, as they will not be provided

- **What are the medication policies?**
 - All medication must be in the original container, with label from the pharmacy. For prescription and epi-pens, Parents and Licensed Prescribers (i.e. Child's doctor) must fill out a written order from an authorized prescriber.
 - Children with Epi-pens need to fill out an additional form for Emergency Medication and Emergency Health Care Plan.
 - Children may NOT bring non-prescription medications to camp! (Lotions, over the counter, etc.).
 - A camper will not be able to start camp until all paper work and medication in the original container is given to our licensed camp nurse.
 - At the end of summer you must come and collect your child's medication. After 10 days if not collected we will dispose of it.

- **What time does camp start and end?**
 - Summer Camp runs Monday-Friday, 8:30am-3:00pm
 - We offer an early drop off option, where campers may be dropped off at 7:30am. The early drop off fee is \$20 a week.

- We also offer an extended day option, where campers may be picked up at 5:00pm. The extended day fee is \$30 a week.
- Campers must be dropped off and picked up at their registered times. Campers dropped off before their registered time, will be charged an early drop off fee. Campers picked up after their registered time, will be charged an extended day fee.
- **What are the drop off and pick up policies?**
 - Campers must be dropped off by their guardian. No one younger than 16 may drop off or pick up a child.
 - Campers may only be picked up by the authorized individuals that were put on the registration form. If this list needs to be updated throughout camp, it must be done in person.
 - ALL authorized individuals MUST HAVE PROPER PHOTO IDENTIFICATION EACH TIME THEY PICK UP THE CHILD. THERE ARE NO EXEPTIONS TO THIS POLICY.
 - No campers may walk home.
- **What are the reimbursement policies?**
 - No refunds or reimbursement will be given for partial camp session attendance, the cancellation of a session, or the switch of a session.
 - If you need to cancel a previously registered session, the cancellation must be done by the Wednesday before the session begins.
 - If you wish to switch sessions, the switch must be done at the Registration Desk by the Wednesday before the start of the session. There will be a \$15.00 administration fee for switching from a previously registered session into a new session. Switching of a registration week can only be done if there is availability.
 - If a child is suspended during a scheduled field trip, the child will not be allowed to participate in the field trip. No refunds for field trips are given.
 - If a child is suspended or expelled for behavioral issues, please note that refunds will not be given.

Cardinal Shehan Center

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