

# INDOOR SUMMER CAMP REGISTRATION INSTRUCTIONS



Welcome to JCPRD Indoor Summer Camps where it's a great place to be a kid!

As you fill out the attached forms take time to jot down any questions you may have, and contact us now to receive clarification on those items. This will allow directors and their support staff to devote full attention to getting to know the children and establishing a daily routine, as summer gets underway. Do not wait until the parent orientation to return your forms.

Before you enroll in the indoor summer camp program understand that this is a tuition based program and that you are paying for the entire program regardless of the number of weeks you choose to attend. To enroll both new and returning participants must submit a non refundable deposit of \$100 (deposit will be applied to tuition balance) along with the following completed documents.

Registration cannot be accepted without ALL required documents attached or your child's updated file from the current school year.

Throughout the summer, you will receive weekly newsletters, periodic special information notes, and dry erase bulletins. Please check our website [www.jcprdchildcare.com](http://www.jcprdchildcare.com) closer to the start of summer camp for parent orientation meeting dates and locations. Read everything that comes home from the camp, to avoid missing important information. Keep directors informed of any changes to the original forms you submit. Our ability to respond appropriately to emergency situations partially rests on the accuracy of your children's records. Additionally, we want to remind all campers and their families that disposable lunch sacks and wrappers are prohibited. Lunches must be sent in a reusable bag or small cooler with ice pack.

We look forward to providing a safe, enjoyable, and enriching summer camp experience for your child.

## **REQUIRED FORMS:**

- Personal Data Sheet**
- Medical Record: Gardner & Madison Only.** Immunizations and physical are required. You must enter information for all other lines on the form, or health department will not accept it.
- Emergency Medical Release** Parent completes. You must enter information for every line item on the form, or health department will not accept it. Notary is not required in Johnson County.

**Don't forget to call our office now with any questions you may have. Our staff will be attending trainings the week before camp starts and will be difficult to reach. Even if you are returning to the program, it is always a good idea to attend the parent orientation meeting at your camp site, date and time to be announced.**