



Helpful Tips for On-Line Registration

We're pleased that you would like to apply to Camp Kinneret Summer Day Camp for the coming summer.

Before you move on to the actual on-line application, we want to provide you with the following information to make the application process as easy as possible:

When you begin the on-line application, you will be asked for the following two items:

Username: This is your email address.

Password: Passwords must be 5-10 characters in length and are case sensitive.

Bus Stops: Know your preferred bus stop location in advance. If you are uncertain, click on "transportation" under the "Our Program" button. If you are concerned about your camper taking one of the camp buses, please call our office and speak with one of our directors: (818) 706 – 8255 or (805) 523 - 7711.

Session and Day Combinations: Know which session and day combination is your first choice for enrollment. Also consider what alternate day combination you might be willing to consider if your first choice is full at the time that we process your application. The application will require that you provide an alternate; however, we never enroll campers in their alternate days unless we speak to their parents first to inform them that their first choice is not available. Additionally, you can be placed on a waiting list for your first choice day combination while you are enrolled in an alternate combination. Being enrolled in an alternate combination will in no way affect your place on the wait list.

Available day combinations include:

2 days/week: Tues. Thurs

4 days/week: Mon. Tues. Wed. Thurs.

3 days/week: Mon. Wed. Friday

4 days/week: Mon. Tues. Thurs. Fri.

3 days/week: Mon. Tues. Thurs.

4 days/week: Tues. Wed. Thurs. Fri.

3 days/week: Tues. Wed. Thurs.

5 days/week: Monday - Friday

3 days/week: Tues. Thurs. Fri.

Enrollment Policies: We take our responsibility for your children very seriously. During the application process you'll be asked to acknowledge that you have read and agree to our camp policies. If you received a brochure in the mail, these policies were included in your packet. If not, then you may click on the "forms" button to download an enrollment information packet. Alternately, you may choose to read them on-line as you complete the application and can print a hard copy after submitting your application. We have also included the policies at the end of this document for your convenience.

Absences, Makeups and Other Details About Camp Kinneret: We have included a copy of the policies at the end of the this document for your convenience.

(OVER)

Payment: At the end of the application process, you will be asked to provide your credit card information to submit your deposit. Please have your Visa or MC card available.

- *Please note that we do not process your credit card until such time as your camper is confirmed into a space in camp.*
- *If you would like to take advantage of the 3% cash/check discounted rates, simply submit your application with the credit card information, then mail us a check for the deposit amount within 7 days. No credit cards are charged prior to 7 days unless you speak with us directly.*
- *If you would like to spread your payments over several months, please visit campkinneret.com/payment.*

Refund Policy: All new camp families may receive a full refund for any reason until May 1st. With limited space available, we recognize that most new families apply to Camp Kinneret without ever having visited us. We hope that all new families will come to one of our Open Houses in March or April. We have intentionally selected May 1st as the refund deadline to provide you with the assurance that you can visit before the deadline.

Discounts and Credits: Due to limitations of the on line portion of the application process, you will not see the following discounts or credits on line. However, all applicable credits and discounts will be applied to your family account when your application is processed in the camp office. An updated statement reflecting applicable credits will be forwarded to you at that time.

- *Additional Child Discounts: A 2nd child enrolling from the same family receives a discount of approximately 5%. A 3rd child receives a discount of approximately 10%.*
- *July 4th Credit: Campers whose enrollment includes July 4th will receive a credit of \$99.50 for that day.*
- *The 3% cash/check discounts are applied by our office staff once we receive your deposit check.*

It takes just 10-15 minutes for most people to complete the on line application.

If you're ready to get started, simply go to www.campkinneret.com and click the big red button at the top on the main page that says "Click Here To Apply!"

Camp Kinneret Summer Day Camp | Enrollment Policies

At Camp Kinneret, our goal is to provide the highest quality experiences for our campers. We do this in two important ways. The first is to facilitate the camp group experience by enrolling campers in specific sessions, thereby allowing campers to develop a group spirit through a shared camp experience. The second is by maintaining small camp groups. To achieve these two important goals and to help avoid larger fee increases, we have established the following enrollment policies to maximize balanced group session enrollment. Please review these policies carefully prior to enrolling so that we can best serve you.

SESSION ENROLLMENT: Session One is five weeks beginning on June 20th and ending July 22nd. Session Two is four weeks beginning on July 25th and ending on August 19th. Campers may miss one week in each session (see next paragraph). LAUSD students may attend weeks 2-5 of Session One and weeks 6-8 of Session Two. Available enrollment day combinations are limited to those listed in our enrollment materials and on our website. If your camper will miss one week of a session, please note the following options and important deadlines:

- You may choose to have your camper attend for a full session of camp days by making up the missed days during other enrolled weeks. (*See Absences and Make-up Days below for specific make-up day guidelines.*) Or, if the week missed will be a full Mon. - Fri. week, and if you notify the camp office by May 1st, you may choose to pro-rate the session in which your camper will miss the week. The pro-rating option is only available until May 1st. After that date only make-up days are available for the missed week. (If your vacation will start in one week and end in another and you would like to pro-rate one week, this may be possible in some circumstances, but it is necessary to call the office to discuss your specific situation in advance.)
- The first day for returning families to submit applications for the 2011 camp season is Monday, January 3, 2011. The first day for new families to submit applications for the 2011 camp season is Monday, January 17, 2011. All new family applications are submitted on-line to ensure that camp receives complete, accurate and legible enrollment information to facilitate the processing of applications. 2010 families desiring to participate in the January priority enrollment period must submit their pre-printed personalized renewal application via mail or in person. On-line and faxed returning family applications are not accepted during the priority enrollment period. Participating in the January priority enrollment period does not guarantee your first choice day combination, but will allow your application to be processed before any new family applications.

SESSION ONE CAMPERS WISHING TO ENROLL FOR JUST TWO ADDITIONAL WEEKS IN SESSION TWO: The regular minimum enrollment for Session Two is **three weeks**. Session One campers who would like to add just 2 weeks of Session Two may request this at any time. Requests are added to a waiting list in the order they are received, so it is best to make your request early. After June 1st we will start making calls to families based on space available for the 2 weeks they requested. The 2 weeks requested can be any 2 weeks of Session Two. Submitting a request for a 2 week extension does not guarantee the space will be available. The 2 week extension option is only available to campers enrolled in session one.

CHANGING YOUR ENROLLMENT PRIOR TO CAMP: Campers who wish to change their enrolled day combination will be limited to the day combinations which are available **at the time the change request is made**. Consideration will first be given to those campers on the waiting list who had previously requested to enroll in the desired day combination.

DEPOSITS AND PAYMENTS: *A deposit of \$200 for each camper for each session desired is required to be submitted with the application. New family applications submitted on-line include on-line credit card deposit. Credit cards are not charged until enrollment is confirmed by camp. A 3% discount is available for any part of your camp fee (including deposits) that is paid by check. Statements are mailed to enrolled families prior to balance due dates. Statements provide the balance due as well as the discounted amount should families choose to pay by check. By submitting an application and providing your credit card information, you hereby give us permission to charge outstanding balances on the provided credit card on the day the balances are due if alternate payment has not been made by that time. Payment for extra days added once the summer begins must be made by credit card at the time the extra day is added and no discount for paying by check will be available. A camper enrolling in both sessions must submit a deposit for each session. The balance of fees for Session One is due May 1st. The balance of fees for Session Two is due June 1st.*

There is no camp on July 4th and families scheduled for that day receive a \$99.50 credit for that day.

ABSENCES AND MAKE-UP DAYS: Campers may schedule one make-up day for each regularly scheduled camp day that is missed provided that space is available in the camper's group and on the bus. There is no guarantee that space will be available, and if it is not available, no refunds or credits are provided for missed days. **Make-up days are subject to the following provisions:**

1. **You must call the office to inform us about camper absences. Please do not email us about absences due to limited on-line access at the campsite.** If your camper is not at their bus stop for their scheduled pick up and we have not been notified of their absence in advance, we will consider your child missing. Our office staff will begin calling to reach you to ensure your child's well-being. **Make up days are only available for absences that are called into the office in advance.** Should your child wake up sick in the morning, call the office as early as possible to ensure that you will be able to schedule a make up for that day. We will radio your bus captain to inform them of your absence so that they do not worry about your absent camper.
2. A camper enrolled in Session One ONLY must make-up any missed days during Session One, and **CANNOT** make-up these days in Session Two.
3. A camper enrolled in Session Two ONLY must make-up any missed days during Session Two, and **CANNOT** make-up these days at any other time.
4. A camper enrolled in Sessions One & Two, who is absent for a day or days in Session One is encouraged to make-up these days during Session One, but shall be permitted to make-up the days in Session Two provided s/he is already enrolled and paying tuition for at least two weeks of Session Two.

5. It is the responsibility of the camper's parent or guardian to contact the office to **schedule make-up days. ABSENCES WHICH ARE NOT MADE UP AS PRESCRIBED ABOVE ARE LOST, AND NO REFUND OR CREDIT SHALL BE GRANTED.**
6. There is **NO** charge for scheduling the **first** make-up day for **each** absence; however, if after scheduling a make-up day, you then decide to **reschedule** that make-up day, a \$25 administrative fee may be charged.
7. No make-up days or refunds for missed days are available for 5 day/week enrollments.
8. Make-up days may be scheduled in advance of a known future absence after the first day of each session.

WITHDRAWALS AND REFUNDS: Please call as early as possible if you need to withdraw your camper(s). For returning families who enroll during priority enrollment (*prior to January 31st*) all deposits and/or fees paid are fully refundable if you notify us of your desire to withdraw by **APRIL 1st**. All other families must notify us by **MAY 1st** to receive a full refund. After the withdrawal deadline and until June 1st, only the applicable \$200 per session deposits shall be non-refundable and all other fees paid shall be refunded. (*This includes those situations where a camper enrolls for both sessions and later withdraws from one session*). After June 1st, 50% of the unused tuition shall be forfeited and the remaining 50% shall be refunded.

On occasion, a first time camper entering preschool or kindergarten may not be ready for camp and may withdraw or be asked to leave camp prematurely. Parents should carefully evaluate their child's camp readiness and should speak with a camp director at the time of enrollment to help ensure the best decision for each child. In the event that a first time camper entering preschool or kindergarten shall be withdrawn by you, or should camp determine after working with you and your child that s/he is not ready for the camp program, camp will refund 50% of the unused tuition. The other 50% shall not be forfeited as is the case with older campers. Camp will retain this 50% on file as a credit towards **this camper's** enrollment for the following summer when it is expected that the camper will be more camp ready. The 50% credit shall be held on file for one year and is not refundable or transferable.

Your child(ren) may be dismissed from camp for conduct or behavior which the Camp Director deems to be detrimental to your child, to the camp program, to other children or to staff. Camp will refund 50% of the unused tuition should a child be dismissed from camp.

TRANSPORTATION: Each family selects the bus and stop location that is most convenient for them. Space on the buses and at each stop is allocated on a first come, first served basis. If space is not available on the bus of your choice at the time that you enroll, you may request to be waitlisted for that bus and may select the next closest bus and stop available. Families may request that their campers board the bus at one stop in the morning and depart at another stop in the afternoon provided that both stops are on the same bus. Session One bus stops may be moved or eliminated for Session Two due to lower enrollment in the area. In this case you will be guaranteed space on another nearby bus stop.

ADDITIONAL DECLARATIONS:

- A. I and the campers enrolled by me agree to abide by the rules and regulations established by Camp Kinneret.
- B. I understand that Camp Kinneret is not responsible for articles of clothing, personal athletic equipment, and belongings that are lost or damaged, whether by fire, theft, natural disaster, or other occurrence. **Walkie talkies, music players, and other electronic devices are not permitted at camp. Cell phones are best left at home. Campers are not permitted to use cell phones during the camp day. If you need to reach your camper please call the office. If your child needs to speak with you, we will assist them in the office. Our counselors follow the same guidelines and do not make calls on their cell phones during the day.**
- C. In the event that Camp Kinneret is asked to participate in filming, newspaper interviews or other similar event, my child(ren) may participate.
- D. I agree that photographs, videotapes, digital pictures or other media of my child(ren) may be used in advertising the program of Camp Kinneret.
- E. I understand that Camp Kinneret provides excess accident medical protection for my child(ren). The camp protection will pay only those covered medical expenses which are not paid by my medical coverage to a limit of \$3,500.00 per claim. Each claim is subject to the limitations and exclusions of the policy that is on file in the camp office. Claims must be filed and treatment received within 30 days of any camp incident for coverage to apply.
- F. I agree that my child(ren)'s name(s) and home phone number(s) may appear on the group rosters to be provided to the campers in my child(ren)'s group(s). Should I desire to have their names and numbers **OMITTED, I will contact the office prior to May 1st.**
- G. I understand that some camp activities may be offered at off-site locations such as the beach, local parks, or other camp sites. Camp offers activities such as pony rides, high ropes course, 25' rock climbing wall, swimming, archery, gymnastics, and others which have an increased risk, and I permit my child(ren) to participate in them. I understand that each camp activity is offered provided that staff are available to teach the activity.
- H. I agree to pay any outstanding **balances by their due dates**. I further understand that late payments may be subject to a \$25.00 re-billing/late fee. Any check returned by the bank shall be subject to a \$20.00 returned check fee. Should more than one payment be returned unpaid, all future payments may be required in the form of credit card, cash, or cashier's check. If any amount is referred for collection or requires filing of legal action, I agree to pay collection, attorney's, and all other fees associated with the collection or action.
- I. **I understand that I must complete a new Camper Health Information Form each year and understand that this information must be submitted via the on-line camp form. I further understand that this must be completed by May 1st or upon my enrollment acceptance if it is after May 1st. My failure to submit this information on time may result in the withdrawal of my camper at camp's discretion.** In case of medical emergency, I hereby grant permission to the physician selected by the camp director or their representative to order x-ray, routine tests, and treatment for the health of my child(ren). In the event that I cannot be reached in an emergency, I give permission to the physician selected to hospitalize, secure treatment for, and to order injection and/or anesthesia and/or surgery for my child(ren).