

# Camp Kinneret 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 by enrolling campers in specific sessions, thereby allowing campers to develop relationships through a shared camp experience. The second is by maintaining small group size. 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 17<sup>th</sup> and ending on July 19<sup>th</sup>. Session Two is four weeks beginning on July 22<sup>nd</sup> and ending on August 16<sup>th</sup>. Campers may miss one week in each session (see next paragraph). Available day combinations are limited to those listed in our enrollment materials and on our website. Please note the following options and important deadlines:

- If your camper will be missing time during their camp session, please refer to the 'Absences and Make-up Days' section below for specific make-up day guidelines. If they will be missing a full Mon. - Fri. week, you may choose to pay for one fewer week in the applied session. Changes to your missed week can only be guaranteed until May 1<sup>st</sup>. (If your vacation will start in one week and end in another and you would like to pay for 4 of 5 weeks in Session One or 3 of 4 weeks in Session Two, this may be possible in some circumstances. Please call the office to discuss your specific situation in advance.)
- The first day for returning families to submit applications for the 2019 camp season is Thursday, January 3, 2019. The first day for new families to submit applications for the 2019 camp season is Monday, January 21, 2019. All applications are submitted online to ensure that camp receives complete, accurate and legible enrollment information. Past Camp Kinneret families are eligible to participate in our January priority enrollment period. Participating in the January priority enrollment period does not guarantee returning families their first choice day combination, but will allow for their 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. As we get closer to the start of camp (no earlier than May 15<sup>th</sup>), 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 \$300 for each camper for each session desired is required with the application. Your deposit is charged when submitting your application but is fully refundable if your first choice day combination is not available. The deposit amount is included in our listed enrollment fees. The **Super Rate** (10% discount) is available should you choose to pay your balance in full at the time that you submit your application – please note that this option is only available when submitting your application and until February 28<sup>th</sup>. For families who do not submit full payment with their application, statements are emailed prior to balance due dates. 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. The balance of fees for both sessions is due April 1<sup>st</sup> for returning families who enrolled during priority enrollment or May 1<sup>st</sup> for all other families.

## 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 online 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.
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, but we do account for campers missing one day when calculating fees for the summer.
8. Make-up days may be scheduled in advance of a known future absence after the first day of each session.

## Withdrawals And Refunds:

**Returning families who enroll during priority enrollment** (prior to January 31<sup>st</sup>) must notify us of your desire to withdraw by APRIL 1<sup>st</sup> to receive a full refund of all deposits and/or fees paid. **All other families** must notify us by MAY 1<sup>st</sup> to receive a full refund of all deposits and/or fees paid.

After the withdrawal deadline: if camp is notified of the withdrawal prior to June 1<sup>st</sup>, a refund less the deposit may be issued only if camp is able to fill the vacated spot. After June 1<sup>st</sup>, no refunds will be issued. A single exception is made for campers who suffer a physical illness or injury, certified by a physician, on or after June 1<sup>st</sup> if the illness or injury will not allow the camper to safely participate in the camp program. After the withdrawal deadline, change of mind, change of schedule, or a dislike of camp are not grounds for a refund.

On rare occasions, 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 is determined to not be ready for the camp program, camp will refund 50% of the unused tuition. Camp will retain the remaining 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 to another family member or family.

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 reserved 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 based on enrollment. 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.

I understand that unacceptable camper or parent behavior, including actively undermining any camp rule or regulation or engaging in incivility toward any member of the Camp Kinneret community, may result in disenrollment and/or loss of future enrollment opportunities.

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. Tablets, smart watches, music players, and other electronic devices are not permitted at camp. **Cell phones are best left at home. Campers are not permitted to have cell phones with them during the camp day and must be left in their backpack. 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 use their cell phones during the day.**

C. In the event that Camp Kinneret is asked to participate in filming, newspaper interviews, or other similar events, 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, Western Association of Independent Camps, and by the American Camp Association and its agents.

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 specified limit. 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 guardians' phone numbers or email addresses 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 contact information OMITTED, I will contact the office prior to May 1<sup>st</sup> or upon enrollment, whichever is later.**

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, a high ropes course, a 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. Balance of fees will be charged to your credit card on file on May 1<sup>st</sup>. If you would prefer to pay your balance by check or with an alternate credit card, we must receive it before May 1<sup>st</sup>. **Unpaid fees will revert to the regular rates after May 1<sup>st</sup>.** Any check returned by the bank shall be subject to a \$35.00 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 both parts of the Camper Health and Information Form each year and understand that this information must be submitted via the online 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).

