

TCS Camp Policies and Procedures

Policies

Admission Policy:

The summer camp program is available to TCS students entering Kindergarten through completed 6th grade.

Attendance Policy:

Any day your child will not attend a scheduled session, please call and leave a message by 8:00 a.m. at (630) 333-4717 ext 600.

Illness and Medication Policy:

If your child becomes ill, he/she will be accompanied away from the group until picked up by a designated adult. Emergency situations and administration of medicine will follow TCS guidelines.

Open Door Policy:

Parents are invited to visit the program at any time.

Payment Information

There is a \$25 per child non-refundable registration fee to reserve your spot in summer camp. This fee will be applied toward your first month payment. This payment needs to be made by May 1.

Camp fees are \$150/week. Morning extended care (7:00-9:00 a.m.) is \$5/hr or \$40/week, and afternoon extended care (3:00-6:00 p.m.) is \$5/hr or \$60/week.

Payment schedule is as follows:

June payments are due May 15th (includes June 7-11, 14-18, 21-25, and June 28-July 2).

July payments are due June 15th (includes July 6-9, 12-16, 19-23, 26-30).

August payments are due July 15th (includes August 2-6, 9-13, 16-20).

If a payment has not been received by the Wednesday before the monthly camp session starts, your child will not be allowed to attend camp that following week until it is paid.

There are no discounts or refunds for short months, sickness, vacations, or days off. Checks should be made payable to "Timothy Christian School." Any account

that has a check returned as NSF will have a \$25 penalty charged to the account.

*Any family that has more than one child enrolled in the summer program will receive a 10% discount.

Your payment includes all field trips, and two snacks throughout the day at camp.

Late Pick Up Policy:

A \$1/minute charge, starting at 6:10 p.m. will be paid directly to remaining staff upon pick up.

Other Rules and Regulations

1. When you are dropping your child off, please come to door 12 and ring the doorbell. We will be in room 300. When you pick your child up, please come to the same door. There will be a sign on the door indicating where we are in the building if we are not in room 300 in the afternoon.
2. We spend a lot of time outside, so please make sure to send sunscreen with your child.
3. Please ensure that your child brings along a pair of gym shoes for playing on the playground.
4. We will have DEAR (Drop Everything And Read) time every day for about 15-20 minutes. Please feel free to send books for your child to read in addition to the classroom library.
5. You may have your child sign up for other camps that Timothy offers during the summer (sports camps, etc.). On Field Trip days you may choose to have them attend the field trip, or you must make arrangements for your child to be picked up after their camp is dismissed.
6. Please send your child with a lunch every day. We will provide two snacks for your children, one in the morning and one in the afternoon. On Field Trip Days, please send your child with a sack lunch.