

# Kenwood Summer Day Camp

4955 Sunset Lane Annandale, VA 22003

703-256-4711, fax: 703-256-0659 <http://camp.kenwoodschool.com>

## Application for Registration

Please complete **ALL** fields. Incomplete registration forms will be returned, which may result in lack of availability. Hereafter Kenwood Summer Day Camp will be referred to as "KSDC". \* denotes required field, incomplete forms may result in delay in processing.

### CHILD'S INFORMATION

CHILD'S FULL NAME*		NICKNAME	SEX	DATE OF BIRTH (MM/DD/YYYY) *	
CHILD'S (FULL MAILING) HOME ADDRESS*				HOME PHONE NUMBER*	
SOCIAL SECURITY NUMBER	SCHOOL IN SEPTEMBER 2021	AGE AS OF 6/7/2021*		CURRENT GRADE*	RISING GRADE
PROOF OF IDENTITY <sup>1</sup> (OFFICE USE ONLY)		<input type="checkbox"/> NEW CAMPER <input type="checkbox"/> RETURNING CAMPER <input type="checkbox"/> CURRENT KENWOOD STUDENT			
T-SHIRT SIZE* YOUTH <input type="checkbox"/> XS (2/4) <input type="checkbox"/> S (6/8) <input type="checkbox"/> M (10/12) <input type="checkbox"/> L (14/16) ADULT <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL					SHOE SIZE
CONDITION WHICH REQUIRES SPECIAL ATTENTION*					

### PARENT / GUARDIAN INFORMATION

FATHER'S FULL NAME*		EMPLOYER AND OCCUPATION*			
FATHER'S HOME ADDRESS (IF DIFFERENT FROM CHILD'S) *		FULL BUSINESS MAILING ADDRESS			
FATHER'S HOME PHONE NUMBER* ( )	FATHER'S CELL PHONE NUMBER* ( )	FATHER'S WORK PHONE NUMBER* ( )	SOCIAL SECURITY NUMBER		
MOTHER'S FULL NAME*		EMPLOYER AND OCCUPATION*			
MOTHER'S HOME ADDRESS (IF DIFFERENT FROM CHILD'S) *		FULL BUSINESS MAILING ADDRESS			
MOTHER'S HOME PHONE NUMBER* ( )	MOTHER'S CELL PHONE NUMBER* ( )	MOTHER'S WORK PHONE NUMBER* ( )	SOCIAL SECURITY NUMBER		
MOTHER'S EMAIL ADDRESS		FATHER'S EMAIL ADDRESS			

PERSON(S) OR AGENCY HAVING LEGAL CUSTODY OF CHILD\*:

I LIVE WITH  MOM AND DAD TOGETHER  MOM AND DAD SEPARATE (SHARE CUSTODY)  MOM  DAD  OTHER:

### EMERGENCY INFORMATION

ALLERGIES OR INTOLERANCE TO FOOD, MEDICATION, ETC. AND ACTION TO TAKE IN AN EMERGENCY*:					
PHYSICIAN'S NAME*			PHONE NUMBER* ( )		
NAME OF A RELATIVE, FRIEND, OR OTHERWISE RESPONSIBLE PERSON TO CONTACT IF PARENTS CANNOT BE REACHED:					
1. NAME*			2. NAME*		
RELATIONSHIP*	HOME PHONE*		RELATIONSHIP*	HOME PHONE*	
HOME STREET ADDRESS*			HOME STREET ADDRESS*		
CITY*	STATE*	ZIP*	CITY*	STATE*	ZIP*
WORK PHONE	CELL PHONE		WORK PHONE	CELL PHONE	

PERSONS AUTHORIZED TO PICK UP CHILD\*

<sup>2</sup>PERSONS **NOT** AUTHORIZED TO PICK UP CHILD\*

<sup>2</sup>Appropriate paperwork such as a divorce decree **must** be attached if a parent is not allowed to pick up the child.

### AUTHORIZATION FORM

Parents hereby give permission for camper to attend all activities and field trips, including swimming.

\*I give permission for my child \_\_\_\_\_ to swim in water at or above shoulder level on field trips with KSDC. His/her swimming ability at the time of enrollment is:

- My child cannot swim  Beginner/Intermediate  Intermediate/Advanced  
 Beginner  Intermediate  Advanced

#### Movies with KSDC

The campers will watch movies that are rated **G** or **PG**. Older or more mature campers may want to watch movies which are rated PG-13. Please mark the box below if you give permission for your child to watch PG-13 movies.

Parents hereby give permission for their child to watch PG-13 movies at camp or on a field trip with KSDC.

# Kenwood Summer Day Camp Policies/Procedures

KSDC is open to all children who have completed Kindergarten – 8<sup>th</sup> grade. All camp programs are on a first-come, first-served basis.

Kenwood campers must bring a lunch with a drink everyday; lunches should be in a disposable container and labeled with the campers name and date. Coolers will be provided; there is NO refrigeration available. Afternoon snack is provided for all KSDC campers.

3 camp t-shirts are included with your paid registration fee. Additional camp shirts are available for \$8 each. Each camper must wear a camp t-shirt on field trips. If a camper is not wearing a camp t-shirt on field trip day, we will provide one for the camper and charge your account \$8.

Parents hereby give permission for use of pictures, audio, or visual of camper participation in summer camp activities for camp publicity purposes.

## Camp Care Duty

The camp shall exercise reasonable care in the supervision and welfare of the camper during the period the camper is in attendance. In a medical emergency, the camp shall attempt to contact the parents as soon as possible; but it shall be free to secure the most available medical assistance consistent with what appears to be in the best interest of the camper at the time of the emergency.

## Health Policy

Parents agree that if the child's temperature rises above 100.4° or shows signs of other communicable illness while at camp, the parents will make every effort to have the child picked up within the hour.

**KSDC staff will not administer any medication; this includes prescription and over-the-counter medications, with the only exception being life-saving medications (Epi-pens & Asthma inhalers).** Parents/legal guardians may come to camp or meet the camp on a field trip to administer medication to their child. Under no circumstances may a child retain possession of any medication once he/she comes under the supervision of Grasshopper Green/KSDC staff.

## Personal Belongings/Money

Due to the nature of our camp the following items are **strongly discouraged** to bring to our camp program: personal game consoles, collectibles, electronic devices. If they bring phones or electronics they are the camper's responsibility. See separate cell phone policy.

The staff of KSDC will not be held responsible for the loss of money brought to camp by campers or parents for field trips for any reason. Please make sure your child understands that if he or she brings money that the money is his/her responsibility. KSDC will not be held responsible for the loss of personal property or money.

## Sunscreen

For all outdoor field trips, sunscreen with an appropriate SPF is highly recommended. Sunscreen is applied by the KSDC staff on swim days only unless otherwise needed.

KSDC staff will **only** apply sunscreen provided by parents. They **will not** be permitted to apply their personal sunscreen or another child's sunscreen to your child. Please clearly label all sunscreen and insect repellent with your child's name. Parents need to fill out the sunscreen authorization form.

## Camp Schedule

KSDC is open from 7:00 AM to 6:00 PM Monday through Friday. The campers will go on field trips most days which takes them away from camp from 9:00 AM until 4:00 PM. Weekly schedules of field trips and sports camps will be available the beginning of each week and on Fridays for the following week. Please try to schedule any appointments for your child outside of these hours. If scheduling an appointment during camp hours is unavoidable, the camper will need to be picked up before the camp departs or meet the camp at their destination for pickup. Campers may not stay back at camp to wait for a pickup. If you need to drop your child off after the campers have departed, you must meet them at the destination to drop off. There are no exceptions to this policy. Departure and return times are our best estimate and we try to keep to our listed timetables. Events such as traffic delays, changes in weather, or other unforeseen events may affect the times of the trips.

## Payment

The non-refundable registration fee is \$100. Families with two or more children can pay the family registration fee of \$150. Weekly KSDC tuition is \$290 for all weeks. If the bigger field trips are able to be taken this summer an additional fee may be required. Tuition is due every Monday. If tuition is not paid by the close of business on Tuesday, a late payment fee of \$15 will be charged to your account. If tuition is not paid in full by Friday, your child will not be permitted to return to camp the following week. There is no prorating of weeks for absences.

If you have a camper that is only attending one week please contact the office for special one week only information.

Checks are to be made payable to Kenwood Summer Day Camp. The returned check fee is \$30.00.

Camp hours are 7:00 Am to 6:00 PM. If your child is not picked up by 6:00 PM the following late charges will be applied: 6:00-6:15 PM (or any portion thereof) \$15. After 6:15 PM the charge is \$5 per five minutes of any portion of five minutes will be added.

You may add additional weeks at any time with required notice at no additional charge. Adding of weeks depends on availability for that week. **YOU MUST GIVE 2 WEEKS NOTICE IN WRITING TO DROP A WEEK OF CAMP. IF A 2 WEEK NOTICE IS NOT GIVEN YOU ARE RESPONSIBLE FOR THE TUITION PAYMENT FOR THE WEEK.**

CHECK EACH WEEK OF ATTENDANCE\*\*

WEEK 1 (JUNE 7-11)

WEEK 7 (JULY 19-23)

WEEK 2 (JUNE 14-18)

WEEK 8 (JULY 26- JULY 30)

WEEK 3 (JUNE 21-JUNE 25)

WEEK 9 (AUGUST 2-6)

WEEK 4 (JUNE 28-JULY 2)

WEEK 10 (AUGUST 9-13)

WEEK 5 (JULY 5-9)<sup>3</sup>

WEEK 11 (AUGUST 16-20)

WEEK 6 (JULY 12-16)

WEEK 12 (AUGUST 23-AUGUST 27)

<sup>3</sup>We are closed Monday, July 5. The tuition for this week is \$232. All weeks are on a first come, first served basis.

\*\*You may add additional weeks at any time with no additional charge. Adding of weeks depends on availability for that week. **YOU MUST GIVE 2 WEEKS NOTICE IN WRITING TO DROP A WEEK. IF A 2 WEEK NOTICE IS NOT GIVEN YOU ARE RESPONSIBLE FOR THE TUITION PAYMENT FOR THIS WEEK.**

\*The parents of \_\_\_\_\_ submit herewith a non-refundable registration fee of \$100 for enrollment in the Kenwood Summer Day Camp (KSDC) program. I have also read and understand the policies stated in this application and agree to abide by these policies.

MOTHER / LEGAL GUARDIAN	DATE	FATHER / LEGAL GUARDIAN	DATE

★Ask about discounted family registration rates and one week only rates.

<sup>1</sup>Proof of identity and age may include a certified copy of birth certificate, record from a public school in Virginia, birth registration card, passport, copy of placement agreement or other proof of the child's identity from a child placing agency, or certification by a principal or his designee of a public school in the U.S. that a certified copy of the child's birth record was previously presented. Documentation must be presented to KSDC and signed off by office personnel.

How did you hear about our camp?

Former Kenwood Student Former Grasshopper Green Student Friend Internet Ad \_\_\_\_\_ Other \_\_\_\_\_

OFFICE USE ONLY

<input type="checkbox"/> REGISTRATION FEE RECEIVED	<input type="checkbox"/> EMERGENCY CONTACT 1	<input type="checkbox"/> EMERGENCY MEDICAL FORM
<input type="checkbox"/> CHILD INFORMATION	<input type="checkbox"/> EMERGENCY CONTACT 2	<input type="checkbox"/> PARENT AGREEMENT
<input type="checkbox"/> PROOF OF IDENTITY	<input type="checkbox"/> SWIM LEVEL	<input type="checkbox"/> CAMPER AGREEMENT
<input type="checkbox"/> PARENT INFORMATION	<input type="checkbox"/> CELL PHONE POLICY	<input type="checkbox"/> SUN SCREEN FORM

DIRECTOR	DATE

# KSDC 2021 Registration Checklist

Welcome back for another great summer at Kenwood Summer Day Camp! We have provided you this page to use as a reference of what you signed up for this summer; do not return it to KSDC. To ensure swift registration in the fabulous 2021 program, please make sure that you return all of the following documents, completed in their entirety. **Your child is not registered until we have all of these forms completed along with a proof of identity and two emergency contacts.**

- Registration Form ★
- Emergency Medical Form ★
- Parental Agreement ★
- Camper Agreement ★
- Sunscreen Agreement ★

## ★Required Form

Don't forget to double-check the weeks that you have signed up for. **OUR NEW ADD/DROP POLICY IS AS FOLLOWS:**

***YOU MUST GIVE A 2 WEEKS NOTICE IN WRITING TO DROP A WEEK. IF A 2 WEEK NOTICE IS NOT GIVEN YOU ARE RESPONSIBLE FOR THE TUITION PAYMENT FOR THE WEEK. You may add additional weeks at any time at no additional charge. Adding of weeks depends on availability for that week. If you have any questions about this policy, please contact the Camp Director or Center Director.***

Incomplete forms will be returned and will result in a delay of processing. This delay may cause you to not receive your first choice in weeks.

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The checklist below is for you to record the weeks you marked on the registration form. The registration form submitted to KSDC is the official record of the weeks for which you are registered. You may request a copy of your registered weeks, in writing, from the office at any time.

- |                                                   |                                                        |
|---------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> WEEK 1 (JUNE 7-11)       | <input type="checkbox"/> WEEK 7 (JULY 19-23)           |
| <input type="checkbox"/> WEEK 2 (JUNE 14-18)      | <input type="checkbox"/> WEEK 8 (JULY 26-JULY 30)      |
| <input type="checkbox"/> WEEK 3 (JUNE 21-JUNE 25) | <input type="checkbox"/> WEEK 9 (AUGUST 2-6)           |
| <input type="checkbox"/> WEEK 4 (JUNE 28- JULY 2) | <input type="checkbox"/> WEEK 10 (AUGUST 9-13)         |
| <input type="checkbox"/> WEEK 5 (JULY 5-9)        | <input type="checkbox"/> WEEK 11 (AUGUST 16-20)        |
| <input type="checkbox"/> WEEK 6 (JULY 12-16)      | <input type="checkbox"/> WEEK 12 (AUGUST 23-AUGUST 27) |

😊 Please keep this page for your records. Do not return to KSDC. 😊

Date mailed/turned in to KSDC \_\_\_\_\_

## KSDC 2021 Activity and Tuition Information

Registration is now OPEN! Make sure to pick your weeks and sign up early.

Find the most current camp activity schedule on our website. <http://camp.kenwoodschool.com>

### Weekly Activities:

- Arts & Crafts
  - Sports Clinics
  - Swimming, typically twice a week
  
  - Camp-wide events
  - Camper vs Counselor events
  - Video game competitions
- ..and so much more!

The calendar of activities and field trips will be available at a later date based on COVID-19 restrictions.