



2018 Summer Enrichment Information and Enrollment Packet

We are planning a fantastic fun-filled summer here at Ashley Academy! Extended care is offered starting the week of May 28 and it will end the final week of August 13. Seven weeks of enrichment camps will be intermingled with the extended care events to create an endless array of activities. Review the following pages for more detailed information on both.

Summer Camps *(begins Monday, June 11):*

Summer Enrichment Camps will be offered for seven weeks starting on June 11 and ending the week of July 30. Each week a camp for three different age groups will be offered (3-5 years, 6-9 years, & 9-14 years, *unless otherwise indicated*) and a detailed description of each camp is available in this packet. Enrichment camps are Monday through Friday from 9:00 a.m.-12:00 p.m.

Extended Care *(begins Tuesday, May 29):*

In addition to summer camps, the Extended Care program will be offered for children enrolled at Ashley Academy, as well as those from the community. The hours of operation are from 7:30 a.m. - 6:00 p.m. There is no extended care during the enrichment camp hours of 9:00 a.m. -12:00 p.m. The staff has planned special activities and events each week from 12:00 p.m. – 6:00 p.m. for the children with a guarantee they will not think about school during their attendance. The children may also participate in the age-appropriate camps during the seven different weeks they are offered. (See Extended Care Camp Sheet for detailed information.) For those interested in summer care, please select the column labeled, "Camp & Extended Care" for the preferred weeks. A drop-in rate half-day is available for extended care only from 12 p.m. - 6 p.m. during camp weeks.

Registration:

Complete and return the attached registration form by May 12 to the front office. On the form there are choices for "Extended Care Only" when camp is not offered, "Camp Only", or "Camp and Extended Care." The cost for each option is listed on the registration form. Snacks are included in the amount for all three options but children will need to bring a packed lunch if staying for Extended Care in the afternoon. Early registration is recommended due to small class sizes. We will inform you of any changes or cancellations.

Preschool children must be toilet trained to attend camp.

An email will be sent to each family to confirm a child's registration. Ashley Academy reserves the right to make schedule changes if necessary. If you have any additional questions please call 423-914-2083 or email mdosser@ashleyacademy.com

Payment/Refunds:

Tuition payment for camps is due at the time of registration. We accept cash, checks, and credit cards. If you would like to use a credit card, please contact Amy Weber, Business Manager, at aweber@ashleyacademy.com to process the payment. If a registration must be cancelled by the parent, a one week notice must be given prior to the start of the selected camp to receive an 80% refund. Otherwise, no refund will be given. However, if a camp is cancelled due to low enrollment a full refund will be given to each registered participant. Refunds are not given for absences.

Arrangements can be made for monthly payments if a child is participating in multiple weeks of Extended Care. However, the payment will be required at the beginning of the month. Please contact Amy Weber, Business Manager, at aweber@ashleyacademy.com with any questions concerning monthly payments.

Arrival/Departure:

Children in camp will report to the gym between 8:50 a.m. – 9:00 a.m. to meet their teacher. Campers can arrive at 7:30 a.m. for an additional cost of \$10 an hour, unless the child is registered for Extended Care.

Children who are not staying for Extended Care should be picked up at 12:00 p.m. Otherwise, all remaining children will be sent to Extended Care for an hourly fee of \$10 unless other arrangements have been made.

Snack:

Snack will be provided at camp. Please see student information sheet for allergy information.

Lunch:

Children who are staying for Extended Care should bring a lunch from home each day.

Ashley Academy Summer Enrichment Program
2018 Registration & Student Emergency Information

Child's Name: _____ **Birthdate:** _____ **Age:** _____

Grade completed: _____ **Current school:** _____

Address (street, city, & zip): _____

Parent #1 / Guardian: _____

Address (if different from child): _____

Place of Employment: _____

Cell Number: _____ **Email:** _____

Parent #2 / Guardian: _____

Address (if different from child): _____

Place of Employment: _____

Cell Number: _____ **Email:** _____

List individuals authorized to pick up your child, other than a parent/guardian:

1. _____

2. _____

Emergency Contact (other than parent/guardian):

	Name	Relationship	Contact number
1.	_____	_____	_____
2.	_____	_____	_____

Medical Information:

Allergies: _____

Food Allergies/Special Considerations: _____

Medications/Medical concerns: _____

Pediatrician's Name: _____ Phone #: _____

Insurance Information: _____ Policy#: _____

I hereby give my approval for my child's participation in any and all activities prepared by Ashley Academy during the selected camp or extended care. In exchange for the acceptance of said child's candidacy by Ashley Academy, I assume all risk and hazards incidental to the conduct of the activities, and release, absolve and hold harmless Ashley Academy and all its respective officers, agents, and representatives from any and all liability for injuries to said child arising out of traveling to, participating in, or returning from selected camp or extended care sessions.

In case of injury to said child, I hereby waive all claims against Ashley Academy, including all staff members and affiliates, all participants, sponsoring agencies, advertisers, and, if applicable, owners and lessors of premises used to conduct the event.

In case of an emergency, every effort will be made to contact the parents, the emergency numbers and the contacts listed. Failing to contact any of these, I give my permission to the school to contact emergency physicians and secure proper emergency treatments while efforts to contact the parents continue.

I give / do not give permission for my child's photo to be taken during Summer Camp and/or Extended Care activities.

Parent/Guardian Signature: _____ **Date:** _____