



Salem Lutheran Preschool Summer Camp 2021 Parent Handbook

GENERAL INFORMATION:

Salem Lutheran Preschool Summer Camp has an exciting program planned for your child. We will have a variety of experiences and great social time with fun structured activities, which are educational, a little messy, and just good old fun. The campers will enjoy Bible stories, art, water play, cooking, science fun, gardening, and much more. Camp is a great way to keep your child busy and happy this summer! **Campers must be 2 (by June 1, 2021) - 5 years of age and potty-trained.**

Fill out the registration agreement to sign up. All forms are due May 14, 2021. Children will not be admitted to camp if the session fee is not paid by the due date. All new children attending Salem Lutheran Summer Camp will need to submit the following documents prior to the start of camp. New student packets are available in the school office.

- Physician's Report
- Proof of Immunizations
- Child's Preadmission Health History
- Registration and Agreement form
- Emergency and Permission to Treat forms
- Parents' Rights
- Personal Rights

SUMMER TUITION:

All camp fees will be billed through your 2021-2022 FACTS account weekly on Fridays for the following week, with the first payment billed on Friday, June 4, 2021.

Parents, whose children do not have a FACTS account, must pay by cash or check the Friday prior to the enrolled week. A \$25 late fee per session will be charged.

Enrollment for Salem Preschool Summer Camp is weekly and on a first come first serve basis and space is limited.

If your child misses a regular assigned day, no substitute day will be offered. There are no refunds or substituting for days not used.

HOURS OF OPERATION:

Salem Summer Camp will be open June 7 - August 6, 2021 from 7:00 am to 6:00 pm and will be closed July 5th in observance of Independence Day.

LATE FEE:

Parents picking up after 11:45 am for the Morning program, 3:30 pm for the Part Day program and 6:00 pm for the Full Day program are subject to a late fee of \$1 per minute. Late fees will be billed through FACTS. Consistently picking up late and unpaid late fees may jeopardize your child's future summer camp participation. Children who are not picked up on time and no contact has been made with the parent/guardian or emergency contact persons, Salem staff will contact the proper authorities.

SUMMER CURRICULUM:

It is our goal to offer children fun, hands on experiences in summer camp. Weekly activities will include Jesus stories, cooking projects, science experiments, water play, games and arts & crafts. Teachers will also review ZooPhonics and Handwriting Without Tears.

Salem is bringing off campus events throughout summer to enhance the summer experience for campers. Events include The Bubble Man who will give a demonstration of bubble fun, Bounce Houses, The Reptile Man bringing his reptile friends, and Happy Hooves with their farm animals. All special events are included in the tuition.

CLOTHING:

Please dress your child comfortably in clothing he/she can use at the toilet without help. Tennis shoes are best for the many different surfaces in our play yard. Children who wear unsafe foot wear may be asked to not play on some of the play equipment or in the wood chips. Please bring a complete change of clothing for your child in a gallon zip lock bag. You will be notified of water play days and asked to bring water shoes, towel, and swimsuit on those days. Salem recommends applying sunscreen everyday prior to coming to summer camp. Salem will have generic sunscreen to apply during the day. If your child requires a special sunscreen, please fill out on the sunscreen form and bring the sunscreen daily.

FULL DAY STUDENTS (8:45-3:30 pm):

If your child is a full day student, please pack a lunch and two snacks for him/her. Choice Lunch is not available during summer. Returning students need to bring their Rollee Pollee and new students a crib sheet and small blanket for rest time.

SIGN IN AND SIGN OUT:

California State Licensing requires that each child be signed in and out each day the child is in attendance. Parents/Guardians are required to print and sign their full legal signature and record time of drop off or pick up. **Failure to sign your child in or out is a violation of state licensing requirements and subject to a fine.**

Children will be signed in and out at the designated Check In table located by the play yard gate. Parents are asked to wear their mask when on Salem's campus. Children are asked to wear a mask when indoors if California does not lift the mandated requirement for children 2 years of age and older to wear masks.

CANCELLATION/ADDITION POLICY:

Please understand that our program is staffed and planned according to participant registration. Program changes are subject to availability and approval by the director before the start of summer camp; no changes or refunds after the start of Summer Camp.

BIRTHDAYS:

Birthday celebrations are significant events in children's lives. "Simplicity" is often helpful in these events and snack items such as fruit, muffins or cupcakes are very easy-to-manage favorites of the children. Please feel free to celebrate your child's birthday with the camp. We ask that you simply communicate with camp staff a few days beforehand to ensure we can celebrate properly, and to address any questions or concerns. Following COVID-19 protocol, we ask that the snacks you send for parties are individually wrapped by the company.

SNACKS:

Salem does not provide daily snacks. Please send your half day child with a morning snack and full day child morning and afternoon snacks along with a lunch. Please send a labeled water bottle daily for your child's use.

ILLNESS POLICY:

Your child's health is a matter of major importance to us.

We want to protect your child and the other young children in our program. State law requires that we have only healthy children in attendance.

Children who are ill or who show symptoms should not be brought to school. By keeping your ill child at home, infections are not being spread to others and your child is not being exposed to others while his or her resistance to infection is low.

Please do not bring your child to school if he/she or anyone in your family has any symptom related to COVID-19.

1) Sick Children: Parents/Guardians are not be permitted to bring sick children to school. Children who appear ill when they arrive will not be admitted.

2) YOUR CHILD WILL NEED TO BE KEPT AT HOME IF HE/SHE:

- Has a fever or has had one in the previous 24 hours.
- Has vomited in the last 24 hours.
- Is taking an antibiotic and has not been on the antibiotic for 24 hours.

- Has diarrhea, even if caused by taking an antibiotic in the last 24 hours.
- Has diarrhea with increased water in stool and/or decreased form that cannot be contained by the use of the toilet.
- Has eye discharge or crust. A child with conjunctivitis must stay out for 24 hours after prescription medication starts and until all redness and discharge is gone.
- Has croup. A child with croup must stay out until the fever and cough are gone.
- Has a constant cough.
- Is fussy, cranky, and generally not himself/herself.
- Has a constant runny nose.
- Has an undiagnosed body rash. A note from a doctor is required to return.
- Child has symptoms of possible communicable diseases; these are sniffles, reddened eyes, sore throat, headache, abdominal pain, and/or fever,
- Is unable to play outside.
- Has a doctor's appointment for suspected illness; please do not bring your child to class prior to the appointment.
- Has head lice. (Child should remain home until treatment is completed and all lice and nits are gone.)
- Has ringworm. (Ringworm should be treated by a doctor and is contagious until 24-48 hours after treatment or unless covered by clothing.)

Please report contagious diseases immediately so that parents of other children in our facility can be alerted.

MEDICATION:

While we prefer not to administer medicine during school hours, we realize that occasionally the need may arise for one of the staff members to administer prescription medication to your child (after your child is no longer contagious).

Medicine should be brought in its original container and given directly to a staff member upon arrival at school. A form giving permission to administer the medication must also be completed. You can find this form in the school

office. If you are administering medications at home it is helpful to inform your child's teacher in case of unusual behavior or any adverse reactions to the medication.

ALLERGY POLICY:

Please inform Salem of any allergies your child may have. Salem is not a peanut free school. Every precaution is made to separate the child allergic to peanuts from others who may have peanut products in their lunch. Children in need of inhalers, allergy medications or EPI pens at school will need to have a form giving permission to administer medication completed and kept on file. This form can be obtained from the school office. Parents are asked to provide Salem with an Action Plan from the child's physician stating allergies, precautions, and recommendations that are medically necessary for the child's health and safety.