

## 2024 BOLCCC Summer Program Policy

Date: June 17 to August 16  
Operation Hours: 8:00am to 5:30pm

### Fee Policy

Fees: Registration fee: \$30 (check or cash)  
Weekly fee: \$250 No field trip  
**\$300 field trip**

- Registration fee is non-refundable  
Weekly fee: no refund after May 1<sup>st</sup>, 2024  
  
\*\*No refund, schedule changes or cancellations can be made after May 1st, 2024.  
  
\*\*No refund or adjustment will be made for absences including illness, vacation or holidays.
- Payment options: (Check payment due after registration has been received and confirmed)
  - 1) Payment in full
  - 2) Two payments
    - a) First payment covers the first half of the program from June 17 to July 19. (check will be deposited in May )
    - b) Second payment covers the second half of the program from July 22 to August 16. (check will be deposited in July)

### Non-Sufficient Funds

- \* In the event a check is returned to us for non-sufficient funds, a \$25 fee will be charged.

### Sign in/out

- \* Each child must be signed in/out by his/her parent or guardian with a full signature.

### Lunch

- \* All children must bring lunch and / or drink each day. We will not be able to provide heat up lunch service. Prepare lunch accordingly and limit the amount of sugar in food.

**Dress Code**

- \* No flip flops, thongs or sandals without front and back straps are allowed when attending the program. Tennis shoes are highly recommended for protection. Dress your child appropriately. A set of extra clothing for your child should be kept in the center.

**Personal Items**

- \* We are not responsible for any lost or stolen articles or money brought from home. Your child must take full responsibility for anything brought to the center. Toys other electronic devices are not allowed in the center.
- \* Children should bring extra face masks for the week.

**Medications**

- \* Authorization Form to administer medication is to be filled out and signed by the parent or guardian. Medication must be in the original container.

**Health**

- \* Any child with COVID-19 or its symptom must remain at home. Please follow the updated criteria to end the home isolation.
- \* Any child with upset stomach and / or vomiting must be excluded from our program until completely free of the illness.
- \* If a child has a rash, consult a physician and a physician report of the rash must be given to the center, stating that the child's attendance is permissible. Any child with impetigo, ring worm, etc.; will be excluded from the program until completely free of any visible signs of the infection.
- \* If your child has been exposed to any communicable disease, such as whooping cough, head lice, pink eye, measles, mumps, chicken pox, or scarlet fever, you should report this to the director as soon as you learn of the exposure. Your child's admission or re-admission to our program after a communicable disease shall be allowed upon receipt of a note from your physician stating the return of the child is permissible.
- \* Any child that needs frequent restroom breaks may not be able to attend field trips.

## **Student Rules and Discipline Policy**

- \* All boys and girls will refrain from fighting, stealing and using any inappropriate language.

Walking and talking with gentle voices are expected inside the buildings and hallways.

Toys or games must be put away before starting other activities.

Do not litter. Put trash in the proper receptacles.

All children are to remain with their counselors at all times until they are picked up by parents.

Any child who is willfully making destruction of any Day Camp property and / or other children's belongings will require replacement of the items by the child's parents.

Children are expected to respect the authority of their counselor and other staff members and their peers.

## **Discipline Policy**

- \* If, or when, behavioral problems exist in your child, he/she will be asked to leave the group and remain under supervision of another staff. If the misbehavior continues, the Director or the person in charge will be informed and the child will be under the Director's observation and supervision.

The child will receive an "ABC Note". If a child receives two ABC Notes in two consecutive weeks or if the child's behavior is a threat to himself/herself or to other children, the center reserves the right to remove the child from the program immediately.

- \* Any child that misbehaves and is deemed unsafe prior or on a field trip by the director, supervisor or staff, will not be able to attend future field trips "payment is nonrefundable".

## **Website photos**

- \* Some of the summer day camp photos may be used in our website pages at [www.bolpreschool.com](http://www.bolpreschool.com). If you do not wish your child's photos being used or posted up, feel free to contact the Director.

