



GrowthSpurts Child Development Facility, LLC Policies

Registration & Rates

Registration for summer camps open April 1 for returning students. For new students, applications and payment are accepted after April 15th. Prices are shown below. Payment must be turned in with application to hold placement in the camp for new students and returning students must pay at the beginning of camp. A confirmation will be sent to new students within 3 business days from date that application was turned in, determining if there was a spot in the camp. If camps are full, original form of payment will be returned immediately.

There is a minimum requirement of 2 days attendance during each camp, but up to all 5 days of camp. The rates for each camp are as follows:

Ages 0-2	Age 3-10
2 days = \$90	2 days = \$80
3 days = \$120	3 days = \$105
4 days = \$150	4 days = \$130
5 days = \$175	5 days = \$150

Initials: _____

School Schedule & Hours

Mid June will be the beginning of the Summer schedule and it will run until mid August. Summer sessions are set up as week-long camps. The day starts at 8am and will be finished at 1pm each day. No half day options are available during the camps but drop off and pick up times are allowed at any time during those hours.

Drop in spots are available for children that do not have a secure spot in the camp. Please ask to be put on the list if that is something that will work for your schedule and we will call you if a spot becomes available.

Initials: _____

Daily Routine

The first 30 minutes of opening will be a welcoming time to allow for parents to visit and communicate with teachers and the students to do the same. It is a "free time" set up so the children can easily transition into the facility and get engaged in upcoming lessons. Breakfast is served at 8:30am as a family style meal that promotes independence and responsibility for self.

The following hour and a half of instruction time includes activities that will provide the necessary curriculum for language development, cognitive development, perceptual & motor development, as well as social & emotional skills that are in unison with the California standards within the schools. Circle time, arts & crafts, and free time, will all be integrated in the daily routine as well. The facility materials will be changed according to the theme of the week to keep the kids interested in the current curriculum. A structured schedule will be in effect but there will be some flexibility in it so the needs of the children are being met. Outside time for at least an hour, based on progress of the days activities, will happen after snack time usually. There are walkways in the area that are safe for science/nature walks, as well as a park with open, grassy areas and play structures to do many of the games and activities for the gross motor and social development skills. A nutritional snack will be served two hours after breakfast time. Lunch is set up to be served at 12:30pm and helps settle things down leading up the end our day.

Initials: _____

Field Trips

Permission is granted by the parent/guardian with the signature of these policies to allow the child to participate in field trips to the park or any other activity that would involve taking your child outside of the facility to enhance their experience. Please note that small field trips around the nearby walkways and park are common and expected. If a field trip to other places that are out of the norm, information and paperwork will be given out with plenty of notice.

Initials: _____

Sign In / Out

Parent/guardian is responsible for signing their child in when they arrive and signing them out when they are picked up. Child Care Licensing audits these sheets and fines will be given to those who do not comply with this requirement. A fee of \$10 will incur when a signature is not attained. It is a very serious matter.

Initials: _____

Late Pick Up

Drop off and pick up is expected to be prompt. It is understood that unforeseen circumstances may, from time to time, affect drop off and pick up and a short grace period of ten minutes is allowed, but it is not to be abused. There will be a late fee of \$10 after the grace period has ended that will be due on your last day of camp for the week. Two late pick ups in a single camp may result in the dismissal from summer camps.

Initials: _____

Vaccines

The Child Care Licensing Agency requires that all children in a home child care facility be up to date with vaccines and in good medical condition to participate in activities that are playful and have potential to be vigorous. The responsibility is that of the parent/guardian. Failure to follow vaccine procedures will result in the termination of your position with the business.

Initials: _____

Birthday Celebrations

Birthdays are so special and celebrations are honored at GrowthSpurts. If the parent/guardian would like to bring a treat or do an activity for the children to celebrate, please check in at the beginning of the week to make sure it can be incorporated into the program without interruption. Gifts and goodie bags are not allowed but a simple snack or craft would be appropriate.

Initials: _____

Consent to Care

By enrolling at GrowthSpurts Child Development Facility LLC, the parent/guardian is granting consent to emergency medical care of the child if we are immediately unable to contact you. The best interest of the child and their safety is most crucial. If waiting for consent would jeopardize the health and welfare of the child, decisions will be made on parent/guardian behalf without legal repercussions.

Initials: _____

Liability & Indemnity

Parent/guardian assumes all risk of injury or harm to the child while enrolled. As a parent or legal guardian, it is agreed that responsibility will fully be released, indemnified, defended, held harmless and forever discharged from GrowthSpurts, it's owner, staff, and employees from all liability, claims, demands, damages, costs, expenses, actions, and causes of action, in respect to any injury, loss, or damage to the child and/or their property.

Consent is given by parent or legal guardian for GrowthSpurts to give treatment, if it is in the best interest of the child, as well as permission for transportation by car or ambulance to an emergency center if necessary. Any medical bills that arise due to treatment will be the parent or guardian's responsibility and not GrowthSpurts Child Development Facility, LLC.

Initials: _____

Clothing

Please send child in comfortable, sturdy, and washable clothes that will allow for exploration in different environments. Make sure they are dressed appropriately for the current weather conditions. If the child is wearing diapers, fully stocked necessities must also be stocked to ensure the child is well-taken care of. It is required for all children to have a spare set of each item of clothing to be kept on site in a plastic bag for the week.

Initials: _____

Behavior

It's understood that children go through stages and misbehavior is inevitable. These times are seen as learning opportunities and will be capitalized on as such. However, if it is a safety concern or it's felt that your child does not thrive and grow in this setting, the right to discontinue providing care for the child may ensue with the appropriate reimbursement as felt by the owner will be followed through.

Initials: _____

Other Information

All personal items should be labeled with child's first and last name. This includes all clothing, snack belongings, and personal property. No candy or sweet treats allowed as a daily snack. We talk about the importance of healthy food choices and follow the USDA food program.

A minimum of 1 weeks notice is required if you are unable to commit to scheduled dates. If sufficient notice is not given, payment of tuition in lieu of attendance will be required.

It is the parent/guardian's responsibility to ensure their child has sunscreen applied before arriving at the facility.

Initials: _____

Communication

Communication is so important for the continuation of positive growth. A newsletter is provided at the start of camp and goes over the curriculum that will be done during the camp. It will also include some ideas that can be done with your child at home to reinforce the lessons. Book suggestions are provided as well.

Daily reports will be given to the adult that is picking up verbally and in writing, if necessary. If you need to discuss any issues or concerns, please email hello@GrowthSpurtsCDF.com A text is also a great form of communication and will be answered as soon as the possible, but definitely within 24 hours. Setting up a meeting between teacher and parent/guardian is always welcomed to discuss anything that needs extra attention.

Initials: _____

Food

GrowthSpurts has been approved by the Community Action Partnership of San Luis Obispo to be a part of the Child and Adult Care Food Program. It is a state and federally funded program that gives financial aid to licensed child care centers and day care homes. The objectives of the program are to: improve the diets of children under 13 years of age by providing children with nutritious, well-balanced meals and to develop good eating habits in children that will last through years later.

All meals and snacks will be provided by the facility and will follow all guidelines of the program. Some of the criteria needed to be met: time span between food servings, amount of food served by individual child's age, food group balance based on FDA requirements, etc. All program information can easily be distributed

at any time if any questions arise. An enrollment form for the program must be filled out by parent, whether you choose to participate in the program or not.

Initials: _____

Thank you very much for taking the time to read and understand these GrowthSpurts Child Development Facility, LLC policies. Please keep one copy for your family to refer to during the year. Please initial each segment and turn in the signed copy prior to your first day at GrowthSpurts.

By signing below, you acknowledge that you have read, understand, and agree to abide by all terms and conditions in this agreement.

Parent/Guardian Name _____

Parent/Guardian Signature _____

Relationship to Child _____

Date: _____