



## Parent Understanding of Camp Policies Form

At registration, parents will be given a Parent Handbook explaining and providing parents and campers basic camp procedures and areas of responsibility. Below are some of the policies explained in the handbook. Parents, we encourage you to read the Parent Handbook with your child (camper) so that all involved understand the camp policies and procedures.

**Program Hours:** Children may be dropped off at camp as early as 7:30 a.m. and picked up no later than 5:30 p.m. Structured camp activities occur between 9:00 a.m. and 4:00 p.m. each day. Supervised, less structured activities are planned for early morning and late afternoon. In order to keep all of our campers safe, children must be signed in and out each day. Children may not be picked up by anyone other than those listed on their registration forms.

**Late Pick Up Policy:** Children are to be picked up from camp by 5:30 p.m. Please contact the staff as soon as possible to let them know if you are running late. A late fee of \$1 per minute will be enforced if a child is picked up after 5:30 p.m.

**Bicycle/Walking Policy:** A Bicycle/Walking Permission Form can be filled out for children 10 years old or older who will be walking or biking to camp each day. Children will not be able to leave camp until after 4 p.m., and must provide a lock for their bicycle. Children who have this form on file will be able to sign themselves in and out of camp.

**Refund Policy:** All refund requests are to be made in writing and submitted to the camp director. Refunds will not be considered for requests submitted less than 10 working days before the session begins or for children suspended or expelled due to behavior problems. There are no refunds for Play Passes. A \$10 processing fee will be assessed on all refunds.

-----  
Parent/Guardian, signing below verifies that you understand the above information and have received a Parent Handbook.

\_\_\_\_\_  
Child/Camper Name (Please Print)

\_\_\_\_\_  
Parent/Guardian Name (Please Print)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

Upon completion, please forward to camp director to be filed at program site/recreation center as an official record according to the City of Clearwater's Records Management Program.