



## ZANT ZONE Summer Camp 2017 Program Handbook:

**Location:** Community Congregational Church  
125 E. Unadilla Street  
Pinckney, MI 48169

**Age:** Summer Camp enrollment is open to children 5 (going to kindergarten)-12 years old .  
**Hours:** 6:15am-6pm  
**Dates:** June 19-Sept 1, 2017  
**Pre-Registration for FKS Families only:** May 15-29

For More information contact...

For Kids Sake Early Learning Center  
Phone: (734) 878-1200  
Text 734-649-9901

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<https://www.facebook.com/forkidssake/>

## **WELCOME:**

Welcome to For Kids Sake Early Learning Centers, ZANT Zone Summer Camp 2017. We are excited to share our program with you. ZANT Zone Summer Camp is committed to providing a safe and caring environment where children will learn, grow, make friends, and, of course, have fun. Each week your child will be able to share with you a new skill that they learned at summer camp. They will spend their mornings with teachers who will explore, investigate, and develop new competencies with your children. In the afternoon sessions, children will be able to choose their favorite activities, which include but are not limited to, parks & playgrounds, arts and crafts, sports/fitness, cooking, experiences with letters & literacy, writing/drawing, wood working & Spanish language. Your children can also look forward to a variety of field trips and special guest presentations at ZANT Zone Summer Camp 2017. Above all, we hope that this summer will be a memorable one for your children. ZANT Zone Summer Camp 2017 is a service that provides child care for school age children throughout the summer. A variety of educational and recreational activities are included in the program. Our goal is to be able to offer the community a safe, educational, and loving environment. ZANT Zone Summer Camp 2017 is operated by For Kids Sake Early Learning Center and is designed to help meet the child care needs of all families in our community. Detailed monthly calendars & brief descriptions of our field trips, entertainers, service projects & academic focus areas will be distributed by May 15, 2017 (samples of past years are readily available). All field trips & activities are designed to be age appropriate for your child.

## **REGISTRATION :**

Pre-registration is necessary. A \$30 registration fee per child will cover the Summer Program and is due at the time of registration. Registration forms and emergency procedure cards must be completed prior to the child's attendance. An additional fee will be billed for a camp t-shirt, field trip admission & transportation costs for the entire 11 weeks.

## **FEES**

Payments for camp are due on the first & third Monday of each month, for the upcoming 2 weeks of care. There is a 2-day per week minimum for 11 weeks starting on June 19, 2017 through September 1, 2017. Missed days cannot be deducted from tuition. When a child enrolls in the program, he/she is reserving space, staff, and program supplies. Schedule changes require 2 weeks advance written notice. Days may not be switched or traded for sick or vacation days. Drop in days will be granted on a first come first serve basis, as space is available. There are only 20 spaces available to be filled.

**Weekly Rates are as follows:** for the hours of 6:15am-6pm

\$30 per day (2-4 days per week) or

\$140 per week (5 full days)

\$15 after 6 pm late fee, per child/ per  $\frac{1}{4}$  hour.

\$5 per day late payment fee if tuition is not paid by the first &/or third Monday of each month for the next 2 upcoming weeks of care.

## **DISCIPLINE**

In compliance with the Michigan Licensing Rules for childcare centers, our staff uses "positive methods of discipline which encourage self-control, self-direction, self-esteem and cooperation". This is most easily done when discipline is consistent and undisruptive rather than punitive, and directed toward the child's behavior, not toward his/her essential worth as a person. Please feel free to ask questions about our techniques. Each staff member, just as each parent or teacher would, has set their own rules, which are appropriate for their particular children and physical location. Most discipline problems will be handled in parent/caregiver conferences.

## **PROFANITY & BULLYING**

A child will be immediately disenrolled for the use of profanity, profane gestures or bullying

while in the care of ZANT ZONE Summer Camp 2017. Bullying in our setting is defined as: Unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. In order to be considered bullying, the behavior must be aggressive and include:

**An Imbalance of Power:** Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.

**Repetition:** Bullying behaviors happen more than once or have the potential to happen more than once. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

### **Types of Bullying**

**Verbal bullying** is saying or writing mean things. Verbal bullying includes: Teasing, Name-calling, Inappropriate sexual comments

**Taunting**, Threatening to cause harm, Social bullying, sometimes referred to as relational bullying, involves hurting someone's reputation or relationships. Social bullying includes: Leaving someone out on purpose, Telling other children not to be friends with someone, Spreading rumors about someone, Embarrassing someone in public

**Physical bullying** involves hurting a person's body or possessions. Physical bullying includes: Hitting/kicking/pinching, Spitting, Tripping/pushing, Taking or breaking someone's things, Making mean or rude hand gestures.

Learn more about bullying at: <https://www.stopbullying.gov/what-is-bullying/definition/index.html>

## **TERMINATION**

The Program Director of the ZANT Zone Summer Camp 2017 will have the right to suspend and/or expel any child who exhibits destructive or inappropriate behavior which interferes with the quality and/or process of the child care program. This will not be done, however, without prior consultation with the child's parents or guardians. The child may be withdrawn from the program after the conference, either at the request of the parent or the ZANT Zone Summer Camp 2017 staff. Any prepaid tuition which has not been used by the date of withdrawal will be refunded. Any tuition due will be billed to the person responsible for the tuition. A child's attendance may also be discontinued if the parent does not abide by our published tuition policy.

## **WITHDRAWAL**

Students that no longer need the ZANT Zone Summer Camp 2017 may be withdrawn from the program with a minimum of two weeks notice. Refunds or prepaid tuition may be forfeited with less than a two week notice.

## **LUNCHES**

Lunches, drinks for lunch, water bottle (to be refilled during the day) and healthy snacks for AM & PM should be brought daily by parents (parents will be billed for snacks provided to children by FKS/ZZSC) with an ice pack to preserve items that need to stay cool. Please use good judgment where junk food/sweets are concerned, fruits & veggies are preferred. Pop will not be served at any time. Microwaves are available to warm dinner leftovers or frozen entrees. Refrigerators are not available.

## **ZANT ZONE Summer Camp 2017 Procedures**

### **Medication Procedures**

Doctor prescribed medication will be administered by the staff under the following conditions:

- (1) Medication must be brought in the original container
- (2) The child's name must appear on the container
- (3) The child's parent/guardian must sign a permission slip with the specific information about the administration and duration of the medication
- (4) The first dose of medicine cannot be given by the Center staff because of the possibility of an allergic reaction.

### **ILLNESS**

According to the Health Department, children must definitely be kept home if they have any symptoms of illness. During the course of the day's activities, caregivers will take note of any change in the appearance or behavior of children. The Center will contact you about coming to pick up your child if any symptoms appear while he/she is in our care.

Generally children play outdoors daily except in inclement weather, so if your child is not well enough to play outdoors, he/she is probably not well enough to attend camp.

### **SERIOUS ACCIDENT OR INJURY**

The procedure for any serious accident or injury of a child while in our care is that the child receives immediate attention (by medical personnel if necessary). Then, significant people are called. The order of contact would be: (1) Parents

- (2) Designated friend on the emergency card
- (3) Family Physician

If contact cannot be made with any of these people and/or it is necessary to use ambulance services, the Center will utilize the nearest hospital.

### **PROGRAM PLAN**

ZANT Zone Summer Camp 2017 will provide a program for daily activities and relationships that offer opportunities for developmental growth for each child in the following areas: physical development including small and large muscle group activities, social development including communication skills, emotional development including positive self-concept, and intellectual development, including reading and writing activities.

## **STAFF**

All staff are Degree holding professionals that are trained in Early Childhood Education. They are certified in Blood Borne Pathogen Safety, First Aid and CPR. Background checks are done on all staff by the Department of Human Services and the State of Michigan as required for all staff in accordance with state law.

## **REPORTING TO PROTECTIVE SERVICES**

ZANT Zone Summer Camp 2017 staff are mandated by Michigan Law to report any suspected abuse or neglect of children in their care.

## **PHONES**

To contact our ZANT Zone Summer Camp, For Kid's Sake ELC staff, you may call our office phone at 734-878-1200 or text 734-649-9901.

e-mails will be received at [forkidssakeelc@sbcglobal.net](mailto:forkidssakeelc@sbcglobal.net)

## ZANT ZONE Summer Camp 2017 Permission Form

### I UNDERSTAND THAT.....(please initial each line)

\_\_\_\_\_ My child will be included in walking field trips & bus field trips.

\_\_\_\_\_ My child may be photographed and pictures may be used in future marketing publications.

\_\_\_\_\_ I must furnish my child with a nutritious lunch, drinks for lunch, water bottle (to be refilled during the day) and healthy snacks for AM & PM daily with an ice pack to preserve items that need to stay cool. I also understand that if my child is not provided with enough food I will be billed for food provided by FKS/ZZSC (if providing healthy food for your child is a true challenge for your family please see the director for an alternate plan to be put in place).

\_\_\_\_\_ I must furnish my child with sunscreen and replenish as needed.

\_\_\_\_\_ there is a 2 day per week attendance minimum between the dates of June 19, 2017 & September 1, 2017 (the first & last days of the summer camp program).

\_\_\_\_\_ Payments are due on the first & third Monday of each month for the upcoming weeks that my child will attend camp. Late fees will be assessed at the rate of, \$5 per day. Accounts that run more than 30 days past due will be dis-enrolled & will subject to small claims proceedings and an interest charge at the rate of 7.9% on balance owed plus fees & reasonable attorney fees when necessary.

\_\_\_\_\_ If children are picked up after 6pm, a parent will owe \$15 per child, for each portion of 15 minutes, as a late fee. Repeated late pick up's could result in exclusion from the program.

\_\_\_\_\_ Children must be signed in and out by parents or other persons designated on the emergency cards.

\_\_\_\_\_ FKS/ZZSC staff may select, secure and consent to necessary medical attention to my child resulting from injury, illness or accident requiring medical care while I/we are not in attendance.

\_\_\_\_\_ Staff may request picture ID of anyone picking up children.

\_\_\_\_\_ Phone calls are appreciated when arriving late, but they do not exempt late fees.

\_\_\_\_\_ Field trips and some activities are an extra charge (not included in weekly schedule payments), and will be billed to my account as my child attends.

\_\_\_\_\_ FKS/ ZZSC staff are not personally liable for any and all personal damage which may occur.

\_\_\_\_\_ NO portable WIFI capable (cell phones, tablets) or other electronic devices are allowed unless it is a designated day for devices.

\_\_\_\_\_ Added on days are subject to availability of space.

\_\_\_\_\_ FKS/ZZSC has a licensing notebook of all licensing inspection reports, special investigation reports and all related corrective action plans. The notebook is available to parents upon request during regular business hours.

Statement of Health. Is your child in good health? \_\_\_\_\_yes \_\_\_\_\_no

Is your child up to date on all of their immunizations? \_\_\_\_\_yes \_\_\_\_\_no

Does your child have any activity restrictions due to health restrictions? \_\_\_\_\_yes \_\_\_\_\_no

If yes please explain: \_\_\_\_\_

Does your child have medical problems (allergies, disabilities) we should be aware of? no \_\_\_\_\_

yes \_\_\_\_\_ if yes, please explain \_\_\_\_\_

My son/daughter \_\_\_\_\_

Child's Name \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

## ZANT Zone SUMMER CAMP 2017

### T-SHIRT ORDER FORM

PLEASE INDICATE THE DESIRED SIZE FOR YOUR CHILD. THESE SHIRTS ARE TO BE WORN ON ALL FIELD TRIPS.

CHILD'S NAME (child #1) \_\_\_\_\_

PLEASE CIRCLE CORRECT SIZE YOUTH: XS (4-6) SM (6-8) MED (10-12) LG (14-16)

ADULT: SM MED LG XLG

CHILD'S NAME (child #2) \_\_\_\_\_

PLEASE CIRCLE CORRECT SIZE YOUTH: XS (4-6) SM (6-8) MED (10-12) LG (14-16)

ADULT: SM MED LG XLG

# REGISTRATION FORM

For Kid's Sake Early Learning Center

## ZANT ZONE Summer Camp 2017

**Registration Dates:** current families only, May 15, 2017 through May 29, 2017

**Registration Fee:** \$30 per child

**For:** Children 6-12

Childs Name \_\_\_\_\_ Last Grade completed \_\_\_\_\_

For your Childs safety: The Department of Social Services regulations require that children be accompanied into the building and picked up by an adult to ZANT ZONE Summer Camp 2017 and signed in and out each day. Be sure to have an individual on your emergency card that can pick up your child in case you are unable to. Your child will not be released to any person not listed on your emergency card. Any person listed on your card should be prepared to show a piece of picture identification. There is a 2-day per week minimum during the 11 weeks of our summer program. **Please circle the dates below that your child will be needing care**, as well as, noting the days your child will be off for planned vacations, etc. While these specific days are not binding, we ask that you approximate as closely as possible so we are able to order the appropriate number of supplies & snacks.

**The days that my child will be in care this summer are:**

(please circle days that care is need)

June 19 20 21 22 23

June 26 27 28 29 30

July (closed July 3 & 4th) 5 6 7

July 10 11 12 13 14

July 17 18 19 20 21

July 24 25 26 27 28

July 31 August 1 2 3 4

August 7 8 9 10 11

August 15 16 17 18 19

August 22 23 24 25 26

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

