

ALTA CANYON SPORTS CENTER BEFORE & AFTER SCHOOL, SUMMER/REBEL CAMP PARENT AND CHILD INFORMATION

Program/Activity Description

Before & After School (K-5) program we transport children to and from school. You may drop your child off between 7:10 to 7:50 a.m. and then pick up from the center before 6:00 p.m. You will need to sign your child in and out each time. Specifics on activities include departure time and arrival time, where and when the activity will be occurring and specifics on activity will be specified in the monthly calendar before onsite, offsite activities and swimming activities occur. On full days when the children are out of school, they will need to bring a cold sack lunch with them. Snacks will be provided. **Attention Kindergarten parents: you will need to pack a cold sack lunch each day your child attends Before and After school.**

Summer/Rebel Camp (Ages 5-15) The hours are 7:00 a.m. to 6:00 p.m. Monday – Friday. You will need to sign your child in and out as well as supply your child with a cold sack lunch every day. All activities will be during the hours of 9:00 a.m. – 4:00 p.m. Specifics on activities include departure time and arrival time, where and when the activity will be occurring and specifics on activity will be specified in the monthly calendar before onsite, offsite activities and swimming activities occur.

I recognize the program/activity described above may cause my child to experience some degree of physical and/or mental stress. I state to the best of my knowledge my child is free from any known heart, lung or other serious health problems which could prevent him or her from safely participating in the program/activity. I further state he or she is sufficiently physically fit to safely participate in the program/activity.

Parent Information

To ensure the health and safety of your child and to promote an enjoyable Before & After School and Summer/Rebel Camp experience, the following must be met:

1. Parent and/or guardian must register their child. Prior registration is required. We are not a Drop Off Child Care Facility.
2. Communication between the Youth Program Child Care Coordinator and the parent is very important.
3. Youth Program Child Care Coordinator will communicate about good and bad behavior from your child. Likewise, communication from the parent to the Youth Program Child Care Coordinator about your child is appreciated.
4. We are a State Licensed Day Care Facility and must meet State Requirements to have the Child Admission Agreement and current Child Health Assessment on file for each child. Before we can allow your child to attend BEFORE & AFTER SCHOOL AND/OR SUMMER/REBEL CAMP PROGRAM we must have a completed form.
5. You will need to sign your child in and out every day, with your full signature and time.
6. To ensure children are only released to authorized individuals, the camp counselor will ask for your ID until they know who you are. If someone different is going to pick up your child, they will be asked to show their ID and the camp counselor will check to make sure they are on the release form you filled out. You may also call the Youth Program Child Care Coordinator to let them know ahead of time if someone else is going to be picking up your child.
7. Children who have written permission to walk home must sign out and have a counselor's initials next to their name before they leave Alta Canyon Sports Center property.
8. Your child should come ready to play with appropriate closed toe shoes on.
9. Children must bring cold sack lunches daily during Summer/Rebel Camp. If lunches are forgotten, we will try to get a hold of the parent/guardian. If we cannot get a hold of the parent/guardian then we will put some snack food together for your child.
10. Sunscreen must be worn at all times. Children should arrive with sunscreen already applied. Children should also bring sunscreen to camp to re-apply throughout the day as well as before and during swimming. Alta Canyon Sports Center and its employees are not allowed to provide sunscreen for your child.
11. Hand washing policy is to ensure children wash their hands thoroughly for at least 20 seconds with hand sanitizer or liquid soap and warm running water at the following times: (a) before and after eating meals and snacks; (b) after using the bathroom; (c) after coming into contact with body fluid; (d) when coming in from outdoors.
12. If your child is sick, has an infectious disease or parasite, you need to notify the Youth Program Child Care Coordinator immediately before bringing and dropping off your child at the facility. At the appropriate time it will be discussed what steps need to be taken.
13. If your child is throwing up or has a fever they will not be accepted into our care for 24 hours.

Dismissal

- Parents must notify the Youth Program Child Care Coordinator a month in advance.
 - Alta Canyon Sports Center can discharge at any time.
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Weather or Other

If weather or other circumstances prevent us from taking your child to school, parents will be notified and all day care will be provided at Alta Canyon Sports Center.

Please Explain The Following Guidelines To Your Child:

1. General Rules:

- Always listen your camp counselor(s).
- Always be in eye's view of your camp counselor(s).
- No running in the hallways or upstairs.
- Children will wash hands each time they transition from one area to the next.
- **Children will be reapplying sunscreen every hour or half hour while swimming. (Put your child's name on the bottle with duct tape so it does not come off).**
- All equipment must be picked up when finished and returned to a camp counselor.
- Children must ask for permission to get a drink, going to the bathroom, etc.
- Do not bring items from home.
- Children are not allowed to telephone home or work unless they have written permission for the day.
- No guns, knives, or lighters will be permitted.
- Children are not allowed to use or have their personal cell phone while in our care.
- Children may bring money for the vending machine or snack bar and can only use their money during designated times. Children may also bring money on field trips, for games, etc.
- Children are to respect ACSC building property, the staff, the other children and patrons of The Center.
- Alta Canyon is not responsible for lost or stolen valuables and/or money.
- Our "direct care" program states children must remain with their counselor at all times. A child may not leave his/her group at any time without permission.

2. Upstairs Rules:

- No leaning over the railing or observation deck.
- Always keep things inside your cubby.
- You must ask for permission to go into the cubby room.
- Do not climb on furniture.
- Put chairs away after using them.
- No throwing stuff into the courts from upstairs.

3. Court Rules:

- Never throw equipment towards observation deck.
- Never leave courts without permission.

4. Outside Rules:

- No climbing trees.
- No climbing on or up the slide.
- No jumping off the playground equipment.
- Cannot be on top of the monkey bars.
- No throwing sand, wood chips or rocks, etc.

5. Classroom

- No sitting in the windows.
- Leave the blinds alone.
- No sitting on or under the sinks.

6. Pool Rules:

- Do not leave any personal items in the locker room or at the pool.
 - Follow all posted pool rules.
 - No horseplay on the deck or in the water.
 - No dunking.
 - Get permission before:
 - Purchasing from the snack bar.
 - Going to the bathroom.
 - Going to the diving board, slide or splash pad
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Behavior Modifications

- If a child exhibits an inappropriate behavior the following action will take place according to the situation, but not necessarily in this order:
 - Talking with them
 - Time Outs
 - Taking them to The Youth Program Child Care Coordinator or The Program/Aquatics Coordinator
- If the behavior has or is escalating then the following procedures will be used, but not necessarily in this order:
 - Calling the Parent or Legal Guardian(s)
 - Verbal Warning
 - Written Warning

***Please Note: Repeated inappropriate behavior could result in a dismissal from our program.**

Media Release

On the Child Health Assessment at the bottom of the page. Parent/Guardian may sign to give permission for activities, videos and photographs to be taken of the program participant for use in public media as well as official Sandy City publicity, such as Sandy City web site, publications, displays and presentations.

Program Refund Policy

- Please Note: NO REFUNDS or CREDITS for any missed days, including vacations or sick days.
- \$100 Registration Fee Per Month/Child for Summer/Rebel Camp is NON REFUNDABLE.
- Month(s) paid in full are NON REFUNDABLE.
- **All monthly payments must be made a month in advance in order to keep your spot for the next month. If not paid a month ahead your child's spot can be filled by another person.**
- \$50 Registration Fee for Before and After School is NON REFUNDABLE.
- If you have any inquiries regarding the program, please contact The Youth Program Child Care Coordinator, Program/Aquatics Coordinator, and/or The Center Manager immediately.

Grievance Procedure

In the event a parent/guardian is unhappy with the treatment of a child or the service level offered by the staff, they should speak with The Youth Program Child Care Coordinator. If this meeting does not satisfy the concerns of the parents, they may speak with The Center Manager.

SUMMER/REBEL CAMP

Fee Schedule	Member Rate	Non-Member Rate
Registration Fee Per Month/Child Non-Refundable	\$100 per month per child. Due at the time of Registration. Non-Refundable	\$100 per month per child. Due at the time Registration. Non-Refundable
June 8 - 29	Plus \$370 Due May 1	Plus \$412 Due May 1
July 2 - 31	Plus \$425 Due June 1	Plus \$467 Due June 1
August 1 - 21	Plus \$335 Due July 1	Plus \$377 Due July 1

IF PAYMENTS ARE NOT RECEIVED ON OR BEFORE THE FIRST OF EACH MONTH PRIOR, YOUR CHILD'S SPOT COULD BE TAKEN.

Late Pick – Up Fees

6:00 p.m. – 6:05 p.m.	\$1 per child
6:06 p.m. – 6:10 p.m.	\$2 per child
6:11 p.m. – 6:15 p.m.	\$3 per child
6:16 p.m. – Time of pick up	\$1 per child per minute

The counselor will keep time. If you do not sign out in the book, the counselor's time is what will be documented.

Holidays Observed:

***We will not have care on the following days:**

Independence Day	July 4, 2018
Pioneer Day	July 24, 2018

BEFORE & AFTER SCHOOL

Fee Schedule	Registration Fee Non-Refundable	August Monthly Fee	September – May Monthly Fee
Kindergarten Member Rate	\$50	\$146	\$365
Kindergarten Non-Member Rate	\$50	\$160	\$400
Grade 1 -5 Member Rate	\$50	\$108	\$270
Grade 1 -5 Non-Member Rate	\$50	\$122	\$305

Late Pick – Up Fees

6:00 p.m. – 6:05 p.m.	\$1 per child
6:06 p.m. – 6:10 p.m.	\$2 per child
6:11 p.m. – 6:15 p.m.	\$3 per child
6:16 p.m. – Time of pick up	\$1 per child per minute

Holidays Observed:

NO BEFORE & AFTER SCHOOL ON THE FOLLOWING DATES:		FULL DAY BEFORE & AFTER SCHOOL CARE:	
LABOR DAY	September 3	SEPTEMBER	21 and 28
THANKSGIVING BREAK	November 22 and 23	OCTOBER	18, 19 and 29
CHRISTMAS EVE	December 24	NOVEMBER	21
CHRISTMAS DAY	December 25	DECEMBER	20, 21, 26, 27 and 28
NEW YEARS EVE	December 31	JANUARY	18
NEW YEARS DAY	January 1	FEBRUARY	15
MARTIN LUTHER KING JR.	January 21	MARCH	1
PRESIDENT'S DAY	February 18	APRIL	1, 2, 3, 4 and 5
MEMORIAL DAY	May 27		

➤ We follow the Canyon's K-12 Traditional School Schedule

Alta Canyon Sports Center Before & After School, Summer/Rebel Camp Child Admission Agreement

Enrollment Date _____ Gender M F Birth Date ____/____/____ Age _____
(circle one)

School Child Attends _____ Grade MK AK ADK 1 2 3 4 5 (going into)

Name of Child _____ Nickname _____ Home Phone # _____

Home Street Address _____

City _____ State _____ Zip _____

Father/Guardian's Name _____ Cell # _____ Daytime # _____
(Call or Text or Both)

Employer _____ E-mail _____

Mother/Guardian's Name _____ Cell # _____ Daytime # _____
(Call or Text or Both)

Employer _____ E-mail _____

Emergency Contacts (Other than Parents) and Persons Authorized to Pick-Up the Child

(Unless there is a court order prohibiting it, parents whose names are not listed can pick up their children.)

Name	Relationship to Child	Address	Phone #

- Check if there are no emergency contacts available, other than parents.
 Check if there are no persons authorized to pick up the child, other than parents.

Out of Area/State Contact Name (If available)	Relationship to Child	Address	Phone #

- Check if there are no out of area/state contacts available.

- In case of emergency or serious illness, when parents cannot be reached immediately or in the event my minor child is injured while participating in the program/activity described. I hereby give my consent for the following: first aid administered by Sandy City, its agents and/or employees and that subsequent medical treatment may be administered if, in the opinion of the attending E.M.T./paramedic/physician, such treatment is necessary and that transportation in emergency vehicle if necessary.

_____/_____/_____
Name of Parent or Guardian **Date**

- I hereby give the provider permission to transport my child in the provider's vehicle for the following: To and From School and On Field Trips and emergency.

_____/_____/_____
Name of Parent or Guardian **Date**

ANNUAL CHILD HEALTH HISTORY/ASSESSMENT

Name of Child _____ Birth Date ____/____/____

Check All That Apply:

Does your child have any known allergies or sensitivities to:

	No	Yes	If yes, Please List:
Allergies			
Medications			
Foods			
Other			

Illnesses or Medical Conditions:

Does your child have any of the following conditions?

	No	Yes
Asthma		
Diabetes		
Seizures		
Heart Problems		
Hearing Impairment		

	No	Yes
Visual Impairment		
Developmental Delays		
Physical Impairment		
Behavioral or Emotional Problems		
Other:		

List any additional health information or special instructions you feel we need to be aware of:

Instructions for special or non-routine daily health care _____

List any regular medications your child takes: _____

Name of Child's Medical Provider: _____

Parent / Guardian Name Date

I have read and received the Parent and Child Information packet. I hereby give parental consent for my child to attend all onsite, offsite activities and swimming activities.

Parent / Guardian Name Date

I give permission for activity videos and photographs to be taken of the program participant for use in public media as well as official Sandy City publicity, such as Sandy City Internet web site, publications, displays and presentations.

Parent / Guardian Name Date

Office Use Only:

The Admission Agreement and Health Assessment has been reviewed and updated.

Reviewed/or updated _____
Parent / Guardian Name Date