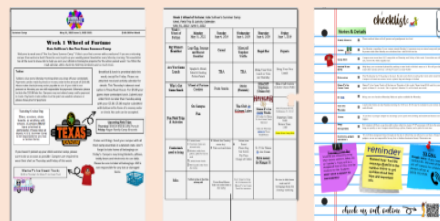


# Kate Sullivan Elementary Scholl's Extended Day Enrichment Program Summer Camp Guide

## Answers to frequently asked questions

1. You can register for camp on a weekly basis. Keep in mind that this does not guarantee a spot if you do not register for any given week. Space is limited. We do not offer drop-ins at camp, as we will not meet our budget if we did.
2. A \$60.00 registration **per child** is required at the time of registration. This fee holds your child's spot for camp and is non-refundable. The deposit enables us to apply deposits towards our expenses of field trips, salaries, bus, camp shirts, bags, lunches, etc.
3. The weekly camp tuition is due every Monday morning before a camper is allowed to participate. Payments must be made by credit card or check/money orders made to LCS. Checks cannot be made to Kate Sullivan Elementary. Per Leon County School policy we do not accept cash as a form of payment.
4. All field trips are on taken on yellow buses, unless otherwise stated. Parents you are welcome to attend trips, but will need to follow us in your vehicle or meet us there due to limited spaces. If you decide to attend a trip you are responsible for your admission & other cost. Please inform Ms. Menard if you choose to join.
5. Parents/guardians are allowed to sign their campers out while on an out of town field trip. You must inform the director and sign them out.
6. We group children for all field trips by gender and age as much as we can. Kindergartners and 1<sup>st</sup> graders have a smaller groups per adult. We have a staff ratio of 1:8.
7. The Federal Tax Identification number is **59-6000709**. Parents are required to wait for a receipt at the time of payment. We are unable to provide a receipt for credit card transactions. Please be sure to input the correct email address in order to receive a receipt.
8. Your registration fee will be forfeited in the event you cancel/or your child doesn't show during any of the weeks you registered by the deadline. If you cancel after the deadline you've taken up a slot for someone else. We plan and pay for field trips based on the number of students registered for the week. This is non-negotiable. Please respect this rule.
9. Crates can be left on campus on a daily basis. We do ask that crates be labeled and that all items in the crates go home at the end of the week for sanitation purposes.
10. We do not offer a drop-in rate.
11. An adult 18 years or older must pick your student up.
12. Breakfast and lunch are provided daily unless otherwise stated. Snacks are not provided.
13. Select Tuesday mornings students are allowed to bring their bikes, skates, scooters, etc. to participate in Tuesday cruise day and must wear a helmet to ride. Please label your students belongings. See calendar for details.

14. Students are allowed to bring their electronics daily, but must label them. We are not responsible for any lost, stolen or broken items. Electronics must remain on campus for in town trips.
15. Camp shirts are to be worn on field trip days. Otherwise you will need to purchase a t-shirt or students may be left on campus.
16. We do offer a 10% sibling discount, and 20% LCS discount. We also accept ELC, however we do not have a scholarship for the summer.
17. Extra camp shirts may be purchased at the start of camp while supplies last for \$10.00.
18. Text 850.778.1393 to pick up number.
19. Last day to make any changes without penalty is Wednesday, May 24, 2023.
20. Camp is open Monday-Friday (with the acceptance of select weeks.) 7:00-6:00 p.m.
21. Camp dates are May 30-July 27, 2023. We are closed Memorial Day, Juneteenth, week of 4<sup>th</sup> of July and July 28, 2023.
22. Field trips are subject to change.
22. Each week we will pass out a memo outlining the details for the week. ←



We hope this answers any questions you may have. If we didn't, that's ok! We're always available to help. Feel free to contact Ms. Menard at 850.488.1834. You can also email me at [menards@leonschools.net](mailto:menards@leonschools.net) or Ms. Kayla Yeomans, at [yeomansk@leonschools.net](mailto:yeomansk@leonschools.net). We'll be more than happy to assist you. We look forward to an amazing summer, and thank you for choosing Kate Sullivan Elementary School's 2023 Katechella Music Festival Summer Camp.