

Dear ISDenver Camp Families,

Thank you for enrolling your child(ren) in the International School of Denver's 2019 Summer Day Camp Programs. We are excited to welcome your child(ren) into our community to share an engaging, educational, fun and safe camp experience this summer!

Please read the following message in its entirety to ensure you have all necessary information and submit all necessary paperwork prior to the beginning of camp.

What to Bring:

Please note that food and drinks are not included in camp registration. Catered lunch is available through Grateful Plate. Please create an account at <https://orders.gratefulplatedenver.com/Login.aspx> and use the school code ISDSummer.

All campers should bring a hat, lunch, water bottle, and two snacks daily. All of these items should be labeled with your child's first and last name. We do provide Rocky Mountain Sunscreen for the children, or you may send your own with your child.

3 and 4 year-old campers should bring a crib sheet and small pillow and/or small soft comfort item for nap/quiet time. All children must be fully potty-trained, but please also send an extra change of clothes (just in case!). These students should also bring a swimsuit and towel each Friday for Splash Time on the playground (weather allowing).

Required Health Forms:

If your child is 5 years and under, we will need both a General Health Appraisal Form and a Certificate of Immunizations prior to the first day of camp.

If your child is 6 years and over, we will need just the Certificate of Immunizations prior to the first day of camp.

If your child is a current ISD student, we will pull and make copies of the required records and add them to our Summer Camp records.

Additionally, If your child has any additional health considerations including allergies, asthma or other condition requiring medicine to be administered by ISD Summer Camp, you will be required to submit appropriate information and authorization from your child's health care provider. Required forms may include an *Allergy & Anaphylaxis Action Plan*, *Colorado School Asthma Care Plan* and/or *Medication Administration Permit and Health Care Signed Order*. Please contact us at nurses@isdenver.org if you have indicated that your child has additional health considerations requiring any of these forms.

All required forms must be submitted to ISD prior to the first day of camp. This is for the safety of your child(ren) so we thank you in advance for your cooperation.

Please mail, fax or email these forms to the school (at the address/fax/email addresses listed below) prior to the start of summer camp or you may bring it on the first day of camp.

For the sake of any tax forms or employer child care reimbursements, the International School of Denver is a non-profit, 501(c)(3) corporation, Tax ID 84-0761183.

Cancellation Policy (as posted during registration): Day camps can be canceled or transferred one month in advance with a full refund, and 10 full business days in advance with a 50% refund. Please see exceptions

below. No refunds will be issued with less than 10 full business days notice, but language camps may be transferred to another week within the same summer with less than two weeks notice when possible. *Exceptions: The Estes Park Overnight can be cancelled until March 1st with a \$75 cancellation fee and until April 1st with a 50% refund. After April 1st there will be no refunds due to booking commitments with the associated venue.

You can login to your Online account to verify your registration status and balance. If you still owe money, you can easily and quickly pay your balance online. You can also access all financial statements through your account.

Login to your Online Account now at: <https://family.daycareworks.com/login.jsp>

For assistance logging in to your account please email summercamps@isdenver.org.

Please keep this email for your records.

Thank you,
International School of Denver

International School of Denver
Attn: Summer Camps
7701 E 1st Place Unit C
Denver, CO 80230

Email: summercamps@isdenver.org

Good Afternoon ISD Summer Camp Families!

We are excited to have your learners joining us for camp next week. Please read the following message thoroughly, as it includes important information about camp logistics, which have changed from years past.

This should be the second informational email you have received from us. If you did not receive the first email, which includes information about medical forms and ordering catered lunch, please see the attached PDF.

Please help us remain in compliance with state licensing by observing the following:

- All backpacks, lunch boxes, water bottles and individual sunscreens (if you are choosing to send one) must be labeled with your child's first **and** last name.
- Apply sunscreen to your child before they are dropped off each day. The camp will provide additional sunscreen.
- Please do not send your child with any glass (this includes glass lunch containers and glass water bottles with protective rubber sleeves) or any plastic bags larger than a sandwich bag.
- If your child is in the 3-4 year old camps, their nap time supplies must be able to fit in their cubby without overflowing onto the floor. A good guideline is to fit everything into a pillowcase.
- Please do not send your children to school with any medication, medicated lotions, personal hand sanitizer, etc.

The items listed above are prohibited by licensing for all age groups, and if they are brought to camp they will be locked away until they can be returned to an adult. If you have a question about an item you are considering sending with your child, please email us at summercamps@isd-denver.org and ask before you send it. All necessary medication must be checked in to the nurses with proper physician paperwork. If you have any questions please contact nurses@isd-denver.org

Please see the attached map for drop off and pick up locations. If your child is registered for Morning Care, drop off will begin at 7:30 each day using the gate near the Kimak building. If you would like to add Morning Care to your child's camp registration for \$8/day, please email us at summercamps@isd-denver.org and we will be happy to assist you. It is not necessary to register in advance for Extended Care in the afternoon.

Regular drop off will take place from 8:30-9:00 through the gate by the Upper School building. 3-4 year old campers may enter with a parent through that gate and walk to their classrooms to be signed in. 5 year old and older campers may be signed in at the gate. Any students dropped off after 9:00 will need to enter through the Welcome Center. The gates will reopen for pick up from 3:00-3:30. To pick up for Extended Care from 3:30-5:30 please enter through the Welcome Center. As a friendly reminder, failure to pick up children by 5:30 will result in a \$15 fee + \$1 additional for every minute past 5:30. **Please respect our staff by picking up your children on time.**

On Tuesdays and Thursdays students 5 and older will have the opportunity to go to Cook Park Pool for Extended Care. The bus will depart campus at 3:30 and return by 5:30. On these days there will be an option for you to select yes or no for your student to attend the pool at sign in. Any child not marked "yes" at sign in will not be sent to the pool and will instead remain on campus and participate in alternate activities for Extended Care. Students under the age of 5 will have splash day on campus each Friday!

Individual emails with the schedule for each age group will be sent out tomorrow.

Have a wonderful day,
ISDenver Summer Camps Team