

REGISTRATION and IMPORTANT INFORMATION

VIRTUAL OPEN HOUSE: MARCH 13 and APRIL 10, 2021

Register for open house on website

**"campers" refer to Funshine, Adventure, and Teen Leadership Camp
"students" refer to Summer Scholars and Brain Boosters.**

Staff – Our staff consists of a qualified, mature, and dedicated group of professionals, teachers, camp counselors, and experienced and certified lifeguards. Students and campers will be given individual attention. Background checks are done on all employees.

Campers – The campers are grouped according to grade levels. Each group has approximately 15 campers and a minimum of two counselors. For all camp trips, the counselor to camper ratio will be 1:5 or less.

Pick-up and Drop off - Instructions for pick-up and drop off will be sent to you in June. Please use the designated areas only for the safety of your child and security control.

Extended care - Extended care is available for all campers and students who are in camp or classes from 8:30 through to 3:00 and in grades PreK - 9th grade.

Before care: 7:30 AM - 8:30 AM - **must pre-register and pay before attending**- \$10 per morning.

After care: 3:00 PM – 6:00 PM – **must pre-register and pay before attending**. Campers can be picked at 4:00 (\$10 per day) , 5:00 (\$20 per day), or 6:00 (\$30 per day) only. Campers and students will be signed in to after care if they are here at 3:15 PM. After care children will be in our "Encore" room and/or playground. Children will be brought out to the playground entrance at their pick-up time. Due to Covid restrictions, parents are not allowed in the building. For safety reasons all other Summer Scholar students must leave school grounds within 15 minutes of his/ her last class.

Lunch and snacks - **Please be sure the nurse is aware of all food allergies.** Hot lunch is provided for Funshine, Adventure Camp, and Teen Leadership campers, sewing, drama, and sports campers and Brain Boosters and Summer Scholar students who are enrolled in an afternoon electives. Fruit and vegetarian options will be available daily. Campers may bring their own lunches if preferred (no credits for not participating in camp lunches)

Campers will need to bring their own morning snacks. An afternoon snack will be provided for all campers before they leave at 3:00.

Summer Scholars may bring a snack or purchase a snack during their morning break (cash only). Lunch is only provided to those students staying for the afternoon enrichment classes.

COVID-19 requirements - All campers, students, and staff must be Covid tested before attending and before every two-week session. Saliva testing will be available on campus at scheduled times if needed. In addition to testing, each parent must fill out a "parent locker" form each morning on their cellphones. All campers, students, and staff must wear a face covering while in the building as well as social distance. Outside of the building, masks will be required unless they are playing a recreational game. Parents and other adults are not allowed in the building at any time. If you need to pick up your child early, please call the summer office to arrange the pick-up time. (908-754-1882 x 319)

Medical Information Form - It is a state regulation that the confidential online Medical Information Form be completed for each camper and student. This form will be kept with our camp nurse and trip director. Applications cannot be processed without a completed medical form. A list of immunizations from the doctor must be submitted for each student and camper before attending.

Dress Code - Campers and students should dress in casual, comfortable but appropriate clothing. Please avoid clothing that is distracting or distasteful (as determined by the Summer Programs director). **All Funshine, Adventure, Teen Leadership, and Sports campers must wear sneakers or sandals with covered toes and back straps.** Footwear and clothing must be suitable for running, jumping, and active play. If girls wear sundresses, they must wear shorts underneath them. All campers will be given a camp shirt for the season on the first week of attendance. Camp shirts must be worn on all camp trips. If a camper does not have their camp T-shirt on trip day, they will be billed for an additional shirt to wear on the trip. Additional shirts may be purchased for \$10 per shirt. Campers should **label all clothing, towels, camp shirts and swimsuits.** Wearing excessive jewelry is not recommended. The camp is not responsible for lost personal items.

Discipline - The Wardlaw+Hartridge School is a place where all children feel welcome and safe. Therefore, we reserve the right to dismiss any child from our programs who is disruptive, exhibits any behavior that intimidates or threatens the camp or school experience of any other camper/student, is destructive to school property and grounds and /or for any other reason deemed by any of the Summer Programs Directors. Please direct any issues or concerns directly to the Director or to the Summer Programs assistant. We will always make time to meet with you.

Registration - All registrations are done online at whschool.org/summer. A separate application needs to be filled out for each child. Applications are processed in the order that they are received. No application will be processed without a medical form or the appropriate fees. Registration is ongoing and continues throughout the summer if space is available. We reserve the right to cancel or combine a class if we do not have sufficient enrollment for that course. After the application has been received, approved, and processed, a confirmation will be sent by email. Registration for additional weeks of camp must be made one week in advance so we can be sure they are Covid tested before attending. If you need assistance with the online registration, please contact our summer programs office and we can assist you.

Fee Exceptions

Registration Fee Waiver- If your application, medical form, and full payment are received by **April 15**, we will waive the registration fees all programs. We will also waive the registration fee if you attend and register at any of the Open House Dates (all required payments and forms apply)

Summer Scholars Early Bird Bonus - If your application, medical form, and full payment are received by **April 1**, you will receive a **\$100 discount** per student. Student must be registered for a credit course or at least two sessions. Please use code EarlySS2021. The discount will be pending until we check for approval. If not approved, you will owe the \$100 before attending the classes.

Sibling Discount - A 5% discount will be given for any sibling enrolled in the same programs. The discount will be applied to the lesser amount. The siblings must reside in the same household and be a paid for by the same parent. Birth certificates may be requested.

Refunds

For Sunshine, Adventure, Teen Leadership, and Summer Spark Camps

All refunds do not include the registration fee, which is non-refundable

- 1) Withdrawal at least 3 weeks and one day (22 days) prior to the start date will get 75% refund of camp fees.
- 2) Withdrawal 3 weeks (21 days) or less will receive no refunds

After a year of being in the pandemic, everyone is aware of how to avoid contracting the Covid virus (mask, social distance, wash hands, no travel, and large gatherings). It is your responsibility to prevent infection as best as possible. Below is the refund policy in case of infection.

- 3) Absence due to positive COVID test of camper will receive a refund of 90% of camp fees for the isolation period only (by current CDC recommendations). Documentation required.
- 4) Absence due to quarantine as a close contact of a household member that has a positive Covid result (documentation required) will receive 80 % of camp fees for quarantine period only. (usually 8 days plus a weekend) A negative Covid test of the camper will be required before returning.

All refunds are made by check and take at least two weeks to process.

For Academic Summer Classes and Brain Booster

All refunds do not include the registration fee, which is non-refundable

- 1) Withdrawal before June 14th at 12:00 midnight will receive a 50% of program fees.
- 2) Withdrawal on and after June 15th will receive no refunds
- 3) Cancellation of a course by the Summer programs due to class size will receive 100 % refund including the registration fee.

After a year of being in the pandemic, everyone is aware of how to avoid contracting the Covid virus (mask, social distance, wash hands, no travel, and large gatherings). It is your responsibility to prevent infection as best as possible. Below is the refund policy in case of infection.

- 4) Absence due to positive COVID test of the student will receive a refund of 90% of camp fees for the isolation period only (by current CDC recommendations). Documentation required.
- 5) Absence due to quarantine as a close contact of a household member that has a positive Covid result (documentation required) will receive 80 % of program fees for quarantine period only. (usually 8 days plus a weekend) A negative Covid test of the student will be required before returning.

All refunds are made by check and take at least two weeks to process.

Payments - Payments are accepted by credit card or check. Check payments must be made two weeks before attending. Payment in full is due at time of registration. (Payment plans can be made starting in early spring with all payments due by June 8th for students and two weeks prior to the camp week for campers.)

Payments by credit card must be done online with the registration.

Payments by check can be made by mail or in person in the Summer Programs Office two weeks prior to attending. Make all checks payable to: "The Wardlaw+-Hartridge School" and write the names of your children on the memo section of the check.

A special note to Wardlaw-Hartridge parents – please do not combine camp fees with regular school payments, as they are separate accounts.

Holiday – All programs will be closed on July 5, 2021



SUMMER PROGRAMS DIRECTORS

Phone: 908-754-1882 website: WHschool.org/summer

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