



WESTSIDE  
SCHOOL

2024 SUMMER PROGRAMS



## Mission

Westside School prepares students for the world by challenging them to achieve academic success, and by connecting their human spirit and imagination to learning.

## Vision

Westside School is recognized as West Seattle's premier, accredited preschool through eighth grade independent school program. We help students develop essential skills for the 21st century, including conceptual thinking, communication, and cooperation. Our students thrive in the safe, caring, inclusive community environment Westside provides.

## Values

### Joyful Learning

We believe children experience the excitement of learning through academic achievement, creative expression, and cooperation with others.

### High Academic Standards

We believe the cultivation of problem-solving, innovative analytical thinking, and complex communication skills provides a strong foundation for lifelong success.

### Confident Learners

We believe children gain confidence through positive support and clear behavioral guidelines within a safe learning environment.

### Caring Community

We believe students become caring members of a global community by treating each other honestly, with respect and generosity of spirit.

## Diversity Statement

Westside School is committed to promoting inclusiveness, diversity, and cultural competence in its education, employment practices, school community, and governance. It views inclusiveness as a fundamental value, diversity as a key element, and cultural competence as a vital skill necessary to prepare students to participate in and contribute to a global society. Westside uses the term *diversity* broadly to encompass differences in the attributes of individuals, families, and communities.



## Health and Safety Protocols for Summer 2024

Safety for our campers and staff is a priority. Westside School has designed engaging summer programs that meet the guidelines and recommendations by the *Washington State Department of Health*. Those at high risk should consult with their healthcare provider before registering for a camp.

With the unpredictable nature of the pandemic in the past few years, please visit our [COVID-19 Safety Page](#) for the most up-to-date protocols.

### Immunization Records and COVID-19 Vaccinations

Westside School requires external families to submit state immunization records. In addition, we require that all campers Ages 5+ be fully vaccinated against COVID-19, and all teachers & staff be vaccinated and boosted. If you have not submitted your child's immunization record to Westside School previously, you may do so using the link on the main summer camp webpage.

### Field Trips

Most of our summer camps do not include field trips. If there are field trips planned, they will be noted in the camp description. However, campers enrolled in the full-day camps may be guided around the neighborhood, on foot, supervised by their counselors, as part of the curriculum.

## Registration and Payment

Campers may register for one camp a week; camps may not be combined. Full payment is due at the time of registration. Please note that the tuition amount includes a **non-refundable portion** used as a deposit to secure your spot.

### Non-Refundable Deposit Portion/Cancellation Fee

- Half Day Camps: \$100 non-refundable deposit
- Full Day Camps and *Pre-K June Camp*: \$150 non-refundable deposit
- *Pre-K July Camp* and *Pre-K August Camp*: \$300 non-refundable deposit (per month)



**Waitlists:** If a camp is full, you may choose to join the waitlist. Families on the list will be notified on a first-come, first-served basis, if a spot becomes available.

**Full-Day Camp Cohorts:** Campers enrolled in **Westside Adventure Camp** will be divided into cohorts based on age/birthdate (not grade level). Please note that, with developmental and programmatic considerations, we are unable to take requests for friends or siblings to be placed in the same cohort.

*Westside does not offer before or aftercare for summer camps.*

## Cancellation and Refund Policy

**Cancellations:** Camps canceled by Westside School, due to low registration, will result in a 100% refund (including the deposit portion); we will inform families of any cancellations before June 1. If a camp is canceled by Westside School due to COVID-19 concerns, families may choose to donate the remaining fees to Westside School or request for a prorated refund of the remaining days.

**Withdrawals and Refund Request:** Westside School recognizes that families may have a change of plans. A refund of the camp tuition (minus the non-refundable deposit: \$100 for half-day camp, \$150 for full-day camp/PreK June Camp, \$300 for Pre-K July Camp/Pre-K August Camp) is granted if a written request is made 14 calendar days prior to the camp start date. Requests made less than 14 calendar days prior to the camp start date will result in complete forfeiture of camp fees for the week. New registrations made within 14 calendar days prior to the camp start date are 100% non-refundable.

Westside School does not offer refunds due to student illness, including COVID-19.



## What to Wear and Bring

Dress your camper for the weather. You may choose to apply sunscreen on your camper before they arrive.

### Half-Day Camps:

- Water Bottle
- Snack\* (all half day camps include a 30 minute snack/recess period)

### Full-Day Camps:

- Water Bottle
- 2 Snacks\* (one for AM/one for PM)
- Sack Lunch\* (which does not require refrigeration or microwaving)

\*Westside School does **not** have a school-wide restriction on foods allowed at this time. Please view our [health and safety page](#) for more information.

Please label all clothing and items brought to camp with your child's name.  
*Electronics, gum, trading cards, and valuables should be kept at home.*

**Sunscreen:** If your child will need to apply sunscreen during camp hours, a sunscreen form is required.

## Arrival Procedures/Health Screenings

Parents are asked to check the health of their children each day, prior to arriving at Westside; symptomatic children should be kept at home.

Upon arrival, no earlier than 15 minutes prior to the camp start time, enter the parking lot from **SW 104th Street** (going east, making a right into the lot), **forming one lane**. *Please refrain from entering the lot by turning left.* Drive toward the front entrance, staying in one lane. We will be serving a few cars at a time; campers will then enter the school building and be led to their class by a teacher.

**Parents should remain in the car** during this process to avoid slowing down traffic.



## Dismissal Procedures

Please pick up your camper on time each day. If an emergency arises and you are unable to arrive by the dismissal time, please call and inform the office at 206-932-2511.

Follow the same traffic flow as arrival. If you have a Westside name placard, please display it. Otherwise, lower your window and state your camper's name. A staff member will then call your camper to be dismissed.

**Parents should remain in the car** during this process to avoid slowing down traffic.

*Early Pick Up:* We encourage our campers to stay for the full duration of the camp. If your child needs to be picked up early and signed out for the day, please inform the office in advance to schedule a time. Campers should not be pulled out of school for a brief period of time and brought back (e.g. taking the child out for lunch).

*Carpooling:* If you have plans to carpool, please send a formal email to [summer@westsideschool.org](mailto:summer@westsideschool.org), granting permission for us to release your child to that adult (stating their full name and your child's full name); additional paperwork may be required.

## Injuries and Medical Emergencies

For minor injuries that do not require us to notify you immediately, a written incident report will be given to you that day when you pick up your child, explaining what happened and how the situation was addressed. Incident reports are completed for our records and recorded in our medical log.

In the case of a life-threatening emergency, a member of our staff will immediately call 911, administer First Aid & CPR, and notify you as quickly as possible. If you can not be reached, your designated emergency contact will be notified. If transportation to the hospital is needed, a staff member will accompany your child in the ambulance and will stay with them until you arrive. A staff member will then contact you to come and care for your child if additional care is needed.



## Photography

We take photos of our camps for use in publications and social media. Names are never included. If you do not wish for your child's photograph to be displayed, you must send a written request to [summer@westsideschool.org](mailto:summer@westsideschool.org).

## Location and Contact Information

10404 34<sup>th</sup> Ave SW, Seattle, WA 98146  
206-932-2511  
[summer@westsideschool.org](mailto:summer@westsideschool.org)

**Leo Lai**, Director of Extended Day and Summer Programs  
[LeoL@westsideschool.org](mailto:LeoL@westsideschool.org)

**Laura Anderson**, Director of Finance and Operations  
[LauraA@westsideschool.org](mailto:LauraA@westsideschool.org)