

# POLICY FORM

## POLICIES

**Please call if your child is sick or will not be attending that day.** If your child develops a fever at camp, someone will contact you to pick him or her up. If we need to take your child to the doctor, we will call you. If time allows we will call you before we leave for the doctor. If you cannot be reached we will call you upon returning.

**Arrival and Departure:** Camp begins at 9:30 and ends at 3:00 unless otherwise informed. Anyone dropping off her/his child more than ten minutes early or picking up a child more than ten minutes late will need to pay an additional fee. Rates are: \$6 for the first fifteen minutes and \$12 from fifteen minutes to thirty minutes.

**Note: Heffalump camp is from 9:00 A.M. to 1:00 P.M.**

**A change of clothes, morning snack and lunch should be provided each day.** I will store the lunches in a cool area, but care should be taken to pack items that will not require refrigeration. Sunscreen and hats are recommended. We will also have some sunscreen here if you run out.

**Note: Heffalump Camp provides lunches for the children attending their camp.**

**Toilet Training:** Please let me know if your child has a certain ritual or special need regarding toilet training. I will do my best to be there for each child. If they like to have company and you think a peer could provide this, please let me know.

**Sibling Policy:** Please notify me if a sibling will be attending with your child on a camp day. Because of the legal ratio of 8 to 1, notification is critical. Siblings must be the responsibility of the parent at all times and it is preferable that they do not attend if the parent is the volunteer for the day. Independent older children would be exceptions.

**Food and other allergies:** We do everything we can to accommodate allergies so please let us know if your child has a sensitivity to certain sunscreens, foods, hay, insects, fabrics, etc. We will be purchasing these items before the summer begins so please let us know as soon as possible. We try to have gluten free alternatives available upon request.