



February 3, 2012

Dear Parents and Guardians:

Greetings! Enclosed is your registration packet for Summer Day Camp 2012. This year, **camp will begin on Monday, July 2nd, 2012 and will end on Thursday, August 16th, 2012. The fees for each session are as follows:**

- **July Session (4 Weeks):** July 2nd – July 27th, 2012 **\$500.00**
- **August Session (3 Weeks):** July 30th – August 16th, 2012 **\$400.00**
- **Sessions I & II (7 Weeks):** July 2nd – August 16th, 2012 **\$850.00**
- **Camp T-Shirt** **\$10.00 each**

A \$50.00 NON-REFUNDABLE, NON-TRANSFERABLE DEPOSIT PER CHILD IS REQUIRED WITH REGISTRATION AND WILL BE DEDUCTED FROM YOUR TOTAL BALANCE.

CAMP APPAREL

The cost of the Camp T-shirt is **an additional fee** and **IS NOT** included in the cost of summer camp. T-Shirts are \$10.00 and are **mandatory** for all Thursday Bus Trips.

Registration is on a first come, first serve basis and is complete when, and only when, the full fee and forms are submitted. All children must have updated medical forms completed in order to attend Day Camp! FULL FEES FOR ALL SESSIONS MUST BE PAID BY JUNE 1, 2012. Otherwise, your space is forfeited and your child will not be considered registered and unable to attend Camp.

PLEASE NOTE AND CAREFULLY READ THE **TERMS AND CONDITIONS** ON THE REVERSE SIDE OF THE REGISTRATION FORM BEFORE SIGNING IT. Lastly, *please type or neatly print all information on the forms.*

For more information, please contact Gene Crichlow or Danielle St. Firmin at (212) 799-2369 x317/6. You may also contact Gene via email at Gcrichlow@goddard.org.



**GODDARD RIVERSIDE
COMMUNITY CENTER**

West 84th Street Summer Day Camp

26 West 84th Street, New York, NY. 10024
(212) 799-2369 x316 / 317 (o) * (212) 362-8230 (f)

SUMMER DAY CAMP 2012 * REGISTRATION FORM

Please Type or Print Legibly.

TODAY'S DATE: _____

CHILD'S LAST NAME _____ FIRST _____ PHONE _____
 ADDRESS _____ APT. _____ CITY/STATE _____ ZIP _____
 AGE _____ BIRTH DATE _____ GENDER _____ GRADE IN SEPT. _____
 HEALTH PROBLEMS (allergies, medications, etc.) _____

LANGUAGES SPOKEN BY CHILD _____ TUTORING NEEDED (Available for grade 2-8)? _____

SPECIAL COMMENTS ABOUT BEHAVIOR/PERSONALITY _____

PARENT/GUARDIAN 1: _____ RELATION: _____

PHONE (H): _____ (C): _____ (W): _____ E-MAIL: _____

PARENT/GUARDIAN 2: _____ RELATION: _____

PHONE (H): _____ (C): _____ (W): _____ E-MAIL: _____

ESCORT INFORMATION: LIST THE NAME, ADDRESS AND PHONE NUMBER OF RELATIVES AND FRIENDS AUTHORIZED TO ESCORT YOUR CHILD/CHILDREN HOME FROM DAY CAMP.

NAME _____ Relation _____ NAME _____ Relation _____

ADDRESS _____ ADDRESS _____

PHONE# _____ PHONE# _____

REGISTRATION FOR: JULY SESSION: (July 2nd - July 27th) \$ 500.00
 AUGUST SESSION: (July 30th - Aug. 16th) \$ 400.00
 SESSIONS I & II: (July 2nd - Aug. 16th) \$ 850.00
 \$50 DEPOSIT: This registration fee is required of all program participants and is non-refundable and non-transferable. Fee will be applied towards amount due.

CAMP APPAREL: The cost of the Camp T-shirt is **an additional fee** and **IS NOT** included in the Camp Fees. Camp T-Shirts are \$10.00 and are **mandatory** for all Thursday Bus Trips. Please indicate the number of T-Shirts needed below.

T-Shirt(s) \$10.00 Quantity _____
 T-Shirt BALANCE DUE: \$ _____

TOTAL BALANCE DUE \$ _____

*ALL PAYMENTS FOR DAY CAMP ARE DUE BY FRIDAY, JUNE 1, 2012. PLEASE ENCLOSE THIS FORM ALONG WITH A CHECK OR MONEY ORDER FOR THE DEPOSIT PAYABLE TO "GRCC" WITH "DAY CAMP" IN THE MEMO SECTION. RECEIPTS WILL BE MAILED. ANY UNPAID BALANCES WILL RESULT IN FORFEITED REGISTRATION.

OVER →

TERMS AND CONDITIONS

1. PAYMENT STIPULATIONS:

- a) The \$50.00 fee must be included with this registration form to determine availability of space. This fee is applied toward Camp tuition. In the event that space is not available, the fee will be returned.
- b) **FULL FEES FOR ALL SESSIONS MUST BE PAID BY FRIDAY, JUNE 1, 2012. OTHERWISE, YOUR SPACE IS FORFEITED AND YOUR CHILD WILL NOT BE CONSIDERED REGISTERED AND WILL NOT BE PERMITTED TO ATTEND WHEN CAMP BEGINS.**
- c) Other fees: ***Returned bank check fee: \$25.00**

2. REFUND POLICY:

Registration fees are non-refundable and non-transferable. Tuition refunds will not be granted after June 1, 2012.

3. REQUIRED FORMS:

- a) Once registration form is received, space availability is confirmed by phone or in writing within 10 working days of receipt.
- b) **All campers MUST have updated medical and emergency treatment forms to begin camp. No exceptions!**
- c) Trip permission forms, authorized escort forms, and activity sheets must be complete before beginning camp.
- d) Incomplete registration forms will cause delays in group and activity assignments. Inaccurate information may result in inappropriate group placement. Errors and omissions on forms must be noted by parent or guardian in writing prior to camper's arrival.

4. PROGRAM, TRIP & ACTIVITY CHANGES:

- a) Goddard Riverside Community Center reserves the right to change, cancel, or postpone trips and activities without notice.
- b) Goddard Riverside Community Center reserves the right to remove and/or suspend a camper from any of its programs, activities or trips for reasons which counselors and administrators, in consultation with the Program Directors, deem sufficient.
- c) **Physical assault, bullying, life threatening behavior and/or failure to follow Camp rules and regulations by any child in Camp will not be tolerated and are grounds for immediate suspension or expulsion without refund.**

5. PICK-UP & ESCORT POLICY:

- a) Campers who arrive late MUST be escorted to the main office in the basement.
- b) Goddard Riverside Community Center Day Camp policy requires that all Campers be picked up and escorted home by authorized escorts 13 years of age or older by the Program's close, 6:00pm.
- c) Children will ONLY be released to escorts authorized by parents or guardians.
- d) Goddard Riverside Community Center reserves the right to suspend service for a camper who arrives late or is picked up after 6:00pm on a consistent basis.

I, (please print) _____, HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS LISTED ABOVE AND AGREE TO THEM. I HEREBY GIVE MY CONSENT FOR MY CHILD, _____, TO PARTICIPATE IN GODDARD RIVERSIDE COMMUNITY CENTER'S DAY CAMP AT WEST 84th STREET. MY CHILD IS PERMITTED TO TAKE PART IN ALL EVENTS OF THE CAMP. IN THE EVENT OF AN EMERGENCY, I GIVE PERMISSION FOR MEDICAL TREATMENT FOR MY CHILD. **I ALSO UNDERSTAND THAT CHILDREN WHO ARE UNABLE TO COMPLY WITH THE RULES OF THE DAY CAMP WILL BE SUSPENDED OR WITHDRAWN FROM THE PROGRAM.**

SIGNATURE OF PARENT/GUARDIAN

TODAY'S DATE

DIRECTOR'S SIGNATURE

TODAY'S DATE



**GODDARD RIVERSIDE
COMMUNITY CENTER**

**West 84th Street
Summer Day Camp**

26 West 84th Street New York, NY 10024
(212) 799-2369 x316 / 317

Gene Crichlow, Program Director * Danielle St. Firmin, Program Coordinator

**DAY CAMP 2012
OUT OF CAMP / EMERGENCY MEDICAL TREATMENT CONSENT FORM**

CHILD'S NAME _____ D.O.B. _____ AGE _____
please print your child's full name

I _____, do hereby grant authority to the Summer Day Camp staff to obtain necessary emergency medical treatment for my child with the understanding that a family member will be notified as soon as possible. I also understand that, according to State Regulations, my child cannot self-medicate and the Day Camp Staff and Administrators are forbidden, by Law, to administer medication to children.

(Parent or Guardian Signature) DATE: _____

Parent's Name _____
please print

Address _____

City, State, Zip _____

Home Phone _____ Work Phone _____ Cell Phone _____

***In case of emergency, if parent is not available, please notify:**

Name _____ Relation _____

Address _____

City, State, Zip _____

Home Phone _____ Work Phone _____ Cell Phone _____

Are there any allergies or medical conditions that we should be aware of while your child is on a trip?



**Gene Crichlow, Program Director
Danielle St. Firmin, Program Coordinator**

Dear Parents:

THE FOLLOWING IS A LIST OF MORNING ACTIVITIES OFFERED AT OUR SUMMER DAY CAMP ON MONDAYS, TUESDAYS, AND WEDNESDAYS. PLEASE SELECT THE FOUR (4) ACTIVITIES YOUR CHILD WILL ENJOY MOST.

- | | |
|---------------------|---------------------------------|
| 1. AFRICAN DRUMMING | 5. HIP HOP DANCE |
| 2. ARTS/CRAFTS | 6. KARATE |
| 3. CERAMICS | 7. PHOTOGRAPHY (ages 8-12 only) |
| 4. GARDENING | 8. SPORTS |

CHILDS NAME: _____ AGE: _____

ACTIVITY CHOICES

(Rank in order of preference)

1. _____
2. _____
3. _____
4. _____



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(212)799-2369 x316 / 317 (o) * (212) 362-8230 (f)

SUMMER DAY CAMP 2012 RULES AND REGULATIONS

1. **MEDICALS** - Each child must have completed a NYC Department of Health Medical Form. **CHILDREN WITHOUT A MEDICAL WILL NOT BE ADMITTED UNTIL A PHYSICIAN HAS COMPLETED THE FORM.**

2. **HOURS OF OPERATION** - The program operates from 9:00 a.m. until 5:00 p.m., Monday through Friday. An additional hour of supervised care is provided before and after the regular program hours. Therefore, the Day Camp is open from 8:00 a.m. until 6:00 p.m. The first activity begins at 9:15 a.m., so please have your children here on time by 9:15 a.m. **Children must be picked up no later than the official Camp closing time, 6:00 p.m.** If a child is not picked up by then, the program shall seek to reach the primary escort, the emergency escort, or the parent. If no one has come for the child by the Camp's closing time and the parent's authorized escort and/or emergency person(s) cannot be located to assume responsibility for the child, the Program is advised to call the New York State Central Registry of Child Abuse and Maltreatment (SCR) at 1-800-342-3720 so that an Emergency Children's Service worker can be sent out. If, as a last resort, the child is taken to the local police precinct until the parent or Emergency Children's Services worker arrives, a note will be left on the door of the Center for the parent, indicating where the child has been taken.

3. **MEALS** - Breakfast and lunch are provided free by the Board of Education at a nearby site to be determined at a later date. Information regarding location, menu, and meal schedule will be issued at that time. If you opt to send your child with breakfast and/or lunch, **we strongly encourage you to provide a nutritional meal.**

Snack is provided at the Center at 5:00 p.m.

4. **CHILDREN'S RULES** - During registration each family will receive a copy of the Children's Rules. **Physical assault, life threatening behavior and/or failure to follow Camp rules and regulations by any child in Camp will not be tolerated and are grounds for immediate suspension or expulsion without refund.**

5. **DRESS CODE** - **ON THE CHARTERED BUS TRIP DAYS, THURSDAY, T-SHIRTS MUST BE WORN.** Bus trips listed below:

Thursday, July 12, 2012
Thursday, July 19, 2012
Thursday, July 26, 2012

Thursday, August 2, 2012
Thursday, August 9, 2012
Thursday, August 16, 2012

FOR THE THURSDAY OUTINGS, PLEASE PROVIDE YOUR CHILDREN WITH LUNCH, A SNACK AND WATER.

6. **FEES** - Private paying families: **FULL FEES FOR ALL SESSIONS MUST BE PAID BY JUNE 1, 2012!** OTHERWISE, YOUR SPACE IS FORFEITED AND YOUR CHILD WILL NOT BE CONSIDERED REGISTERED AND WILL NOT BE PERMITTED TO ATTEND WHEN CAMP BEGINS. **There is also a returned bank check fee of \$25.00.**
7. **AUTHORIZED ESCORTS** - Children will ONLY be released to authorized adults, unless we are otherwise notified. Escorts must be at least 13 years old. Goddard Riverside Community Center reserves the right to suspend service for a camper who arrives late or is picked up after 6:00pm on a consistent basis.
8. **PROGRAM CLOSE** -The daily program ends at 5:00 p.m., however chartered buses might return late on Thursdays. We plan to return by 5:00 p.m., however traffic problems might delay the buses. The Center closes at 6:00 p.m.
9. **CHILDREN WHO APPEAR SICK** (i.e., feverish, pinkish eyes, runny noses or any type of contagious illness) **WILL NOT BE ADMITTED INTO CAMP THAT DAY.** If your child is running a fever the night before or morning of Day Camp, **PLEASE DO NOT SEND THEM** since the camp is not a program to accept and care for children with contagious illnesses.
10. **ARRIVAL & PICK UP** - **CHILDREN MUST ARRIVE AT CAMP NO LATER THAN 9:20AM.** Children who arrive late should be escorted by parent or escort to the Day Camp Office. All Parents, Escorts and Guardians *must* sign their child out in the “Sign Out Log” before leaving with any child from the Day Camp. No Exceptions. **GODDARD RIVERSIDE COMMUNITY CENTER RESERVES THE RIGHT TO SUSPEND SERVICE FOR A CAMPER WHO ARRIVES LATE OR IS PICKED UP AFTER 6:00PM ON A CONSISTENT BASIS.**
11. **MEDICATION** - According to State Regulations, children cannot self-medicate while in our care and the Day Camp Staff and Administrators are forbidden, by Law, to administer medication to children. **Some required medications *can be administered only when authorized by the Director.***
12. **PROGRAM, TRIP & ACTIVITY CHANGES** - Goddard Riverside Community Center reserves the right to change, cancel, or postpone trips and activities without notice. Goddard Riverside Community Center also reserves the right to remove and/or suspend a camper from any of its programs, activities or trips for reasons which counselors and administrators, in consultation with the Program and Assistant Directors, deem sufficient.
13. **REFUNDS** - Registration fees are non-refundable and non-transferable. Tuition refunds will not be granted after June 1, 2012. Once camp has started, there will be no refunds.



CHILDREN'S RULES

1. Your Counselors must know where you are at all times. If you wish to leave the room or activity, permission must be given to you by your Counselor or the Activity Specialist; so **ask**.
2. Children should never leave the building alone. You should leave the building with your parents, Counselors or someone your parents have given permission to the Program Directors to bring you home.
3. Play fighting or fighting is not acceptable in our program. If someone is bothering you, tell a Staff Member after you tell the person to leave you alone. Striking or hitting a teacher or a child is not acceptable.
4. Physical assault, life threatening behavior and/or failure to follow Day Camp rules and regulations by any child in Camp will not be tolerated and are grounds for immediate suspension or expulsion.
5. Use proper language (speech, words) with the Camp Staff and other children in the program. If someone has something you want or something that is yours, ask them for it. Snatching or grabbing is very rude. Respect the Staff and other children in the program at all times.
6. There is a time to walk and a time to run. When we are in the building we walk up and down the stairs, in the hallways and in rooms. Running is permitted in the gym downstairs. The Counselors or Activity Specialists will tell you the rules of the running games for your safety.
7. Play with our table games in the cabinet, using the parts and pieces for that game only. Place all parts in the box when you have finished playing, carefully place it in the games cabinet on the proper shelf (labeled). **Blocks are for building things.** Our books are for looking at and reading.
8. When using the bathroom, wash your hands thoroughly with soap and water before leaving. Soap can be taken from soap dispenser. Remember to turn off the water and flush the toilets. It is impolite to peek at someone from under or above the stalls in the bathroom.
9. Shouting and screaming is very annoying when someone is trying to work or play. Save it for the park or gymnasium.
10. We have a Fire Drill once a month, as you do at school. When the bell rings, please remember that this is not a game, but practice for how we can quickly leave the building in case it were actually burning.
11. Your hat, scarf, hairbrush, comb, lip balm, deodorant or any other personal care items should be used by no one else but you, so we do not spread germs.
12. The Day Camp is not responsible for the loss, theft or repair of any toys or electronic games children bring to day camp. Please leave these items at home.

HAVE A HAPPY & FUN SUMMER!