

Dear Parent/Guardian,

Welcome! Thank you for enrolling your child/children in the Summer Camp Program at Ocean State School of Gymnastics Center.

In order to make your child's/children's camping experience enjoyable and safe as possible, please send in the following **labeled** items:

bathing suit, towel, & sunblock
socks & sneakers for rock climbing
snack, lunch, drink or money
hair accessories to tie back hair

Registration Form: At this time, we would like to request that you fill out the attached registration form and credit card form. In case of an emergency, we will contact you first, however if for some reason we are unable to reach you, please provide us with the names and numbers of two additional emergency contacts. Also, in case of any updates or policy changes, please provide your email address. **We will need all forms completed and returned prior to your child/children's first day of camp (registration and credit card authorization). You may fax them at 333-1533, mail, or drop them off.**

Rock Climbing: All preschool campers are required to wear a helmet for rock climbing.

Swimming: All campers under 54 inches are required to wear a flotation device.

Before and After Care: Our camp program starts at 9:00 am. We offer early drop off at 8:00 am and late pick up until 5:00 pm. Each hour is \$5.00 per child. Any camper arriving before 8:45am will be charged for the hour. If you will be utilizing our before or after care program, please inform us at least 48 hours prior to that day of camp to ensure we are staffed appropriately.

Our before care activities include: coloring, arts and crafts, gym time, and games.

Our after care schedule includes: snack time, gym time, crafts & games.

Payment Procedure:

Our camp is non-refundable. If you are attending camp in June or July, the balance is due by Monday, June 4th. If you are attending camp in August, the balance is due by Monday, June 25th. If you sign up after the above due dates your payment is due in full at time of signup. **All campers must have a credit card on file.** The credit card will be used for early drop off, late pickup, chalk box charges and balance of camp. Any balance not paid the date specified will be automatically charged. Payment not received by the due date(s) will receive a 15% late fee.

Sign-in/Sign-out Procedure:

Upon your arrival at camp, please sign your child in on the appropriate clipboard. Each child will also need to be signed out at the end of the day. When your child is picked up at the end of the day, please provide your license to the OSSG staff member who is responsible for releasing your child. After your license has been shown, please sign them out. We have designated pick up areas by last name - A-K will be in our party room and L-Z will be on the floor strip. Please inform the front desk with a written note if it is not a legal guardian that is picking up your child.

Walk-in Procedure:

In order to maintain the quality of our program and safety of your child(ren), we ask that we have a 24 hour notice for any camp sign-up. Unfortunately, we cannot take walk-ins.

Attendance Procedure:

Please inform us 24-48 hours in advance if your child is sick or unable to attend camp. We will allow you to reschedule their day of camp. **This will only be allowed once during the summer.** If you do not show up for camp on your scheduled day/make up day and do not call, you will not be allowed to reschedule. **There are no refunds for missed camp days.**

Snacks/Lunches

We do our best to be a **nut/peanut free facility** so we request that you do not send your child in with nuts/peanuts or peanut butter.

The Chalkbox, our snack bar, offers an array of breakfast, lunch, snack, and beverage items. In summers past, we have had requests to “control” what a child can and cannot purchase. While this is very difficult to guarantee, we will try our best. You may leave money, in an envelope with your child/children’s name on it, at the front desk. We will hold it for them and give you the envelope at the end of the day or week.

Extra Activities:

During the summer, we will be having additional activities for the children within their camp day (i.e. tye-dye, ice-cream social, etc). Please bring in something white on the day of tye-dye (i.e. pillowcase, shirt, socks, etc.).

Following are the dates for tye-dye:

Week 1 - Friday, June 29th

Week 2 - Wednesday, July 14th

Week 3 - Thursday, July 19th

Week 4 - Tuesday, July 24th

Week 5 - Friday, August 3rd

Week 6 - Wednesday, August 8th

Week 7 - Thursday, August 16th

Week 8 - Tuesday, August 21st

We are always looking for feedback on our children’s experience with us in the summer. If you have any questions or comments regarding our camp program, please feel free to contact us at 333-1530. We look forward to a fun-filled summer with your child.

Sincerely,

Kylie Sarosi

Camp Director

401-333-1530

Attachments: Registration Form
 Credit Card Waiver