

Looking for childcare on a student holiday?

We've got you covered



Join our one day camps!

ClubWorx offers single day registration for student holidays. Each day will offer different physical fitness and wellness topics, as well as, access to our indoor pool for swimming.

ClubWorx holiday camps are for ages kindergarten-5th grade.

Holidays Available:

September 30, 2011	April 4,2012
October 31, 2011	April 5,2012
November 11,2011	April 6,2012
December 21,2011	March 30,2012
December 22,2011	June 8,2012
December 26,2011	
December 27,2011	
December 28,2011	NEW!
December 29,2011	Aug22,2011
December 30,2011	Aug 23,2011
January 2,2012	Aug 24,2011
January 16,2012	Aug25,2011
January 23,2012	Aug26,2011
March 20,2012	Feb 20,2012
April 2,2012	Feb21,2012
April 3,2012	

It is our goal for your child to have a fun and rewarding experience. Below you will find a brief list of items that we require each child bring to camp each day, along with some important reminders. If you have further questions please contact Denae Pauleus at dpauleus@clubworx.net

Backpack

Water Bottle

Sunscreen

Packed Lunch/snacks

Extra Set of Clothes

Swimsuit/Towel

Reminder

Pizza Party:

*Every day camp has a
pizza party, please
still pack snacks!*

Reminder

Pick-up Policy:

*Late pick-up after 6pm will
result in additional charges
of \$10 for every 15 minutes
or part thereof.*

Reminder

Prescription Medications:

*Must be in the original labeling from
the pharmacy with the child's name.*

*Must be handed to a camp
counselor.*

*Must have a permission form for
administration on file with camp*

2011 – 2012- Program Policies

Discipline Policy

We utilize and encourage the practice of praise and positive reinforcement as effective methods of behavior management. We believe that when participants receive positive and understanding interactions, they can develop good self concept, problem-solving abilities, and self-discipline.

Confidentiality Policy

ClubWorx is dedicated to protecting the confidentiality of all program participants. All participants are encouraged to respect the confidentiality of other participants by not disclosing personal information in public displays such as My Space, Facebook, etc. Clubworx staff policy states that employees are not to share personal information or pictures about any participants or staff in any public display area such as MySpace, Facebook, etc. or discuss any personal information about participants outside of the workplace.

Payment Policy

Full payment (required if registration cost is \$400 or less) or a \$25 (non-refundable) deposit is due at time of registration by check, money order, American Express, MasterCard or Visa. If you are providing a deposit then the Payment Plan Authorization must be completed and returned with the registration.

Failure to clear any delinquency within 3 days could result in termination of your child/children's participation in our programs.

Withdrawal

All withdrawals must be received in writing 14 days or more in advance of the start date of the program. Non-attendance or nonparticipation in a program does not entitle a patron to credit of registration fee.

Refund Policy

- Non-attendance/Non-participation in a program or activity does not entitle a patron to a refund.
- 100% refund/credit/transfer if Department cancels program
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Medication/Medical Treatment

Only medications which are medically necessary and cannot be scheduled outside the hours of the recreation program will be given during the program. A medication permission form must be on file. In the event of a medical emergency involving your child, the staff of ClubWorx, will seek appropriate medical attention. We will certainly make every attempt to contact you or your designated emergency contacts, but we may need to contact EMS before we are able to reach you.

Sickness/Illness

Any participant should remain home from all school programs if they have any of the

following in the past twenty-four (24) hours: Fever (100 degrees or higher without fever reducing medication) Diarrhea Vomiting Sore throat Contagious conditions (i.e. undiagnosed rash, chicken pox, pink eye, ring worm, lice, etc) After 24 hours, if your participant is symptom free or has been seen by a doctor and is not contagious they may return to the program. If the participant becomes sick while at the program, he/she will be separated from the other participants while the parent is called to come and pick them up. For contagious conditions, please contact the program director. Such conditions will warrant notifications to other participants guardians. Illness Guidelines. Please do not bring the participant to the program without discussing the situation with the Program Director.

Sunscreen and Insect Repellent

If needed, please apply these products to participants before they come to the program each day. For use during the program please supply any Spray sunscreen and/or insect repellent that the participant may need during any program. Staff is not permitted to apply these items nor are participants permitted to apply to other participants. Staff will provide frequent opportunities for participants to reapply over the course of the day.

Electronic Devices

No electronic devices are allowed (examples: cell phones, MP3 players, gaming devices, etc.)

Dress Code

In order to maintain a positive experience and to focus on the safety of program participants, ClubWorx recommends appropriate attire. Participants will be involved in recreational or athletic activities almost everyday so they should wear cool, comfortable clothing, and tennis shoes. Jewelry should be left at home. In general rubber shoes, "cros," will not be recommended as acceptable attire for active recreation activities. Specific programs may encourage based on the nature of the activity (i.e. pool activity). When worn they should be closed toe with a heel strap. If appropriate attire is not worn, preventing participation, parents may be asked to bring appropriate clothing or will be required to pick up the participant. Unacceptable attire: sandals or flip-flops; shirts with spaghetti straps; clothing that displays drugs, alcohol, tobacco, or gang references; Excessively loose/tight pants or shirts; revealing clothing.

Personal Care Policy

Clubworx requires that all program participants are potty trained in order to participate in departmental sponsored

programs. Personal Care Policy requires participants to go to bathroom unassisted by staff. Departmental staff understands participants are young, and accidents do happen. Participants should have a change of clothes available in case accidents occur. If an accident occurs and no change of clothes is available, the parent/guardian will be contacted and staff will request that a change of clothes be brought to the program site or that the participant be picked up from the program site within one hour of the incident. It is Clubworx policy that staff does not assist in the toileting of any program participants or help with dressing participants in a traditional program setting. If accidents become routine participants may be dismissed from the program. The parent/guardian will be responsible for any difference in fee if a transfer occurs. No refund will be given if the participant is dismissed from the program.

Late Pick Up Policy

Participants that are picked up late from the closing time of the program will be charged a late fee. The fee is as follows: For every 15 minutes or part thereof, a late of \$10 will be charged per participant. Payment is due at time of late pick-up. Continual late pickups may lead to dismissal from program in relation to excessive late pick-up policy forms. More than twice in one track out session or more than once in a single week.

Lost Items

Clubworx is not responsible for any personal items lost or stolen at our programs.

Babysitting Policy

Any babysitting arrangements with present or former staff of Clubworx are separate and independent from any Departmental program. These arrangements must be based on the independent responsibility and judgment of the parent or guardian. Clubworx shall not be responsible for any claims or liability in connection with such babysitting activities.

Photography

I, the undersigned, do hereby grant permission to ClubWorx to use the image of my child. Such use includes display, distribution, transmission or otherwise use of photographs taken of my child for use in materials that include, but not limited to, printed materials such as brochures and newsletters, and digital images such as those on the ClubWorx website.

If permission not granted initial here _____

Please sign below stating that you read/understand the program policies:

Signature

Date

