

# Stars Gymnastics' Financial agreement for Summer Daycamp 2018

Camper's Name \_\_\_\_\_  
Parent's name \_\_\_\_\_  
Telephone \_\_\_\_\_  
Email \_\_\_\_\_

## RATES

**Registration - \$50.00**

**Daily - \$50.00**

the daily rate will be applied to days of attendance that do not fall into one of the first 2 categories

**Weekly - \$210.00**

a week will consist of 5 consecutive days (Monday thru Friday) in any given week

**4 week session - \$650.00** (this fee must be paid in full at the beginning of the four week session)

a 4 week session will constitute any 4 consecutive weeks of attendance.

**ALL summer - \$1250**

this will be all 8 weeks of daycamp paid in Full by the first day of camp.

**A \$100.00 NON-Refundable deposit is due in order to reserve your child's enrollment in camp. \$50 of this fee covers the registration fee and \$50 is applied to your first payment.**

I understand that I must register for my child's dates of attendance in Star's summer camp program and that if I am not signed up that there is no way to guarantee a spot. I also understand that **I am required to pay for any dates that I am registered for unless written notice is submitted to the center three weeks prior to the change.** These policies are to ensure correct staffing and fieldtrip reservations.

\_\_\_\_\_  
(signature of person responsible for payment)

\_\_\_\_\_  
date

Dates of attendance will be (please circle all that will apply)

**June**    4 5 6 7 8        11 12 13 14 16        18 19 20 21 22        25 26 27 28 29

**July**    2 3 4 5 6        9 10 11 12 13        16 17 18 19 20        23 24 25 26 27

**Please initial to acknowledge acceptance and understanding of our late policy\_\_\_\_\_**

A late fee of \$2.00 per minute, per child, will be charged to the parent for every minute after 6:00p.m. that their child(ren) is/are not picked up from camp.

Payment must be made in cash (or check) at the time of pick-up, to the staff member remaining with your child(ren). If payment cannot be made at the time of pick-up, then other arrangements must be made before the child(ren) may return to camp.



# Stars Gymnastics Summer Daycamp

CHILD'S NAME \_\_\_\_\_

AGE \_\_\_\_\_ BIRTHDATE \_\_\_\_/\_\_\_\_/\_\_\_\_ GENDER Male/Female

PREFERRED EMAIL ADDRESS: \_\_\_\_\_

FATHER'S NAME \_\_\_\_\_ CELL PHONE \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

PLACE OF EMPLOYMENT \_\_\_\_\_ PHONE \_\_\_\_\_

MOTHER'S NAME \_\_\_\_\_ CELL PHONE \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

PLACE OF EMPLOYMENT \_\_\_\_\_ PHONE \_\_\_\_\_

IF PARENTS ARE DIVORCED OR SEPARATED, WHO IS THE CUSTODIAL PARENT

\_\_\_\_\_

PLEASE INDICATE ANY SPECIAL CIRCUMSTANCES OF CUSTODY THAT WE WOULD NEED TO KNOW \_\_\_\_\_

\_\_\_\_\_

## FIELDTRIPS & TRANSPORTATION

I, \_\_\_\_\_, GIVE PERMISSION TO STARS GYMNASTICS TO HAVE MY CHILD ATTEND ALL CENTER-SPONSORED ACTIVITIES AND FIELDTRIPS AS WELL AS AUTHORIZE STARS GYMNASTICS TO TRANSPORT MY CHILD ON THESE CENTER-SPONSORED ACTIVITIES.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**NATIONAL GYMNASTICS CORP. d.b.a. STARS GYMNASTICS**  
3870 Mallow Rd. Colorado Springs, CO 80907  
[www.starsgymnasticscoloradosprings.com](http://www.starsgymnasticscoloradosprings.com)  
(719)598-6863



## EMERGENCY CARD FOR STARS GYMNASTICS SUMMER DAYCAMP

CHILD'S NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_

MOTHER'S NAME \_\_\_\_\_ FATHER'S NAME \_\_\_\_\_

HOME PHONE \_\_\_\_\_ HOME PHONE \_\_\_\_\_

EMPLOYER \_\_\_\_\_ EMPLOYER \_\_\_\_\_

Work address \_\_\_\_\_ Work address \_\_\_\_\_

WORK PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

CELL # \_\_\_\_\_ WORK HOURS \_\_\_\_\_ CELL # \_\_\_\_\_ WORK HOURS \_\_\_\_\_

Person to be notified in case of an emergency when parents are not available:

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

Names of persons to whom the child may be released:

1. \_\_\_\_\_ 2. \_\_\_\_\_

PHONE \_\_\_\_\_ PHONE \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

PHONE \_\_\_\_\_ PHONE \_\_\_\_\_

Specific Medical Information:

Allergies

\_\_\_\_\_

Medications: \_\_\_\_\_ Frequency \_\_\_\_\_

Physician \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Office Hours: \_\_\_\_\_

Hospital preferred for emergency treatment: \_\_\_\_\_

Health Insurance Company \_\_\_\_\_

Policy # \_\_\_\_\_

The undersigned, as a parent/guardian of the child registered on this form, hereby authorizes Stars Gymnastics and its delegated leaders and directors to consent to any medical and hospital care to be rendered to said minor upon the advice of a licensed physician. It is understood that if time and circumstances reasonably permit, Stars Gymnastics will endeavor, but is not required, to communicate with me prior to such treatment. The undersigned further agrees that Stars Gymnastics and its designated leaders and directors are not legally or financially liable for any claim arising from any consent given in good faith in connection with such diagnosis or advised treatment. This authorization and consent to treatment of a minor is given in good faith in connection with any authorized event, and shall remain effective until revoked in writing and delivered to an authorized Stars Gymnastics representative.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**HEALTH RECORD FOR  
STARS GYMNASTICS  
SUMMER DAYCAMP**

CHILD'S NAME \_\_\_\_\_ GENDER \_\_\_\_\_ BIRTHDATE \_\_\_\_\_

ADDRESS \_\_\_\_\_

PARENT'S (OR GUARDIAN'S) NAME \_\_\_\_\_

Please put a check by the following illnesses your child has had, and give approximate dates

\_\_\_\_\_ Chicken Pox                  \_\_\_\_\_ Mumps                  \_\_\_\_\_ Scarlet Fever

\_\_\_\_\_ Measles                          \_\_\_\_\_ German Measles                  \_\_\_\_\_ Strep Throat

\_\_\_\_\_ Rheumatic Fever                  \_\_\_\_\_ Whooping Cough                  \_\_\_\_\_ Asthma

\_\_\_\_\_ Hay Fever                          \_\_\_\_\_ Epilepsy                          \_\_\_\_\_ Other

Please list all surgeries, serious illnesses and injuries or other special problems or conditions your child has or has had: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List any birth marks \_\_\_\_\_

\_\_\_\_\_  
Physician's Name                                  Address                                  Phone

\_\_\_\_\_  
Dentist's Name                                  Address                                  Phone

Please attach a current copy of the Colorado Department of Health Certificate of Immunization.



# STARS GYMNASTICS PURPOSE, POLICIES AND PROCEDURES FOR SUMMER DAYCAMP

1. The purpose of Stars Gymnastics Summer Daycamp is to provide a safe, positive environment where children can feel secure and free to grow at their own pace.
2. Stars Gymnastics Summer Daycamp will accept children ages 5 through 12.
3. The admission of handicapped children shall be provided when the staff has skill or training in the understanding and management of the needs of the child and the child can be integrated into a group.
4. Stars Gymnastics will operate between the hours of 7:00 a.m. and 6:00 p.m. A schedule of fieldtrips will be available at the beginning of each month and will include the specific times for which the group will be leaving the facility and the times at which they will arrive back at the facility. All children must attend the fieldtrips and may not stay at the facility during these times. Any child who is not at the facility prior to the time of departure must be brought to the location of the fieldtrip by a parent or guardian with notification of their arrival being given to the group leader. Holidays in which the center will be closed are as follows: Memorial Day & Independence Day
5. Children who arrive at the center late will join their group upon arrival. **ALL CHILDREN MUST BE AT THE CENTER BEFORE THE SET TIME TO LEAVE ON A FIELDTRIP. IF A CHILD IS NOT AT THE CENTER BY THE SET TIME, PARENTS MAY:**
  1. TAKE THE CHILD TO THE FIELDTRIP SITE
  2. DROP THE CHILD OFF AT THE CENTER AFTER THE GROUP RETURNS FROM THE FIELDTRIP.
6. Children will be admitted to the center under the following conditions:
  - a. Space availability
  - b. Completion of all required forms
  - c. The registration fee and first week's tuition have been paid.
7. Itemized fee schedules are found on the Stars Gymnastics informational brochure.
8. In cases of inclement weather, (including thunderstorms, hail, high winds), children will be required to stay indoors. If children are away from the center, and safe shelter is not available, transportation will be provided back to the center. In the event of excessively hot weather, children will be kept indoors and asked to drink fluids on a regular basis.
9. The children's location can be determined at all times by consulting the posted daily schedule.
10. The stated discipline policy is listed on a separate form.
11. In case of illness, injury, or emergency, notification will be made in the following order whenever possible:
  - a. Try to contact custodial parent(s).
  - b. Try to contact persons authorized as emergency contacts.
  - c. Try to contact physician listed on enrollment form.
  - d. Contact the nearest emergency facility.
12. Please be considerate of other people; if your child is ill please do not bring them to daycamp.
13. While under the care of Stars Gymnastics, all children will be required to stay with the group to which they are assigned at all times. The program leader of each group shall take attendance at the beginning of the day, and update the attendance as the children arrive. On a field trip, the head program leader will take attendance on the van or bus before leaving the center. Attendance will also be taken before leaving the site of the fieldtrip and at each stop along the way. In the event that a child is separated from the group, the program leader will notify the emergency authority in the area. All other children will be gathered together and closely supervised while the missing child is located. The parents of the child will be notified immediately.

## PURPOSE, POLICIES AND PROCEDURES (Continued)

14. Field trips will be provided under the following conditions:
  - a. Parent has given permission by signing field trip authorization on Enrollment Form.
  - b. Parents have been notified of the field trip in advance by posting on the activity calendar or by individual notice.
15. A video will be shown twice a week during daycamp. The video being viewed will be noted on the schedule by the exact name of the movie. All movies will be rated "G" or "PG", and will contain no violence or obscene language. If the custodial parent feels that there is a problem with the viewing of any movie, an alternate activity will be provided. (Please put this in writing before the showing of the movie.)
16. While being transported, all children will be required to use safety restraints provided. All children must be seated, and will be required to conduct themselves in an orderly fashion. If any emergency arises while on the road, authorities will be contacted via the use of the cellular phone in the possession of the program leader. Likewise, the program leader can be contacted by the center through the use of the cellular phone.
17. Children will be released only to persons authorized by the custodial parent on the enrollment forms. The authorized person must provide a picture I.D., must be at least 18 years old, and must sign the child out. Any changes in authorization for pick up must be made in writing.
18. The following procedure will be implemented if a child is left at the center after closing:
  - a. Custodial parents will be called at all available phone numbers.
  - b. All persons authorized for emergency contacts or authorizations to pick up the child will be called at all phone numbers available.
  - c. A Stars Gymnastics staff member will stay with the child at the center for a maximum of one hour after closing. If the parents or emergency contacts have not been contacted by this time the child will be turned over to the local law enforcement agency or child protection agency. (If the child is being taken care of through the Department of Social Services, we try to contact the child's case worker).

**NOTE: A LATE FEE OF \$2.00 PER MINUTE, PER CHILD, WILL BE CHARGED TO THE PARENT FOR EVERY MINUTE AFTER 6:00 P.M. THAT THEIR CHILD IS NOT PICKED UP. PAYMENT MUST BE MADE IN CASH AT THE TIME OF PICK-UP, TO THE PERSON REMAINING WITH YOUR CHILD. IF PAYMENT CANNOT BE MADE AT THE TIME OF PICK-UP, THEN OTHER ARRANGEMENTS MUST BE MADE BEFORE THE CHILD(REN) MAY RETURN TO CAMP.**

19. All medications are stored in a locked container in the refrigerator, or director's office, and are only administered with written directions from a physician. All medications must be in their original containers with their original labels. Prescription medications must have the prescription number, child's name, and doctor's name on the label.
20. Any child bringing money or items of value to the center is responsible for his or her valuables. THE CENTER IS NOT RESPONSIBLE FOR ANY LOST OR STOLEN ITEMS.
21. Lunch is provided by the child's parents. If the child forgets his or her lunch, a meal will be provided, and a charge of \$10.00 will be assessed in addition to the cost of the meal.
22. All visitors must sign in at the front desk, stating the purpose of the visit.

23. Child care personnel are required by Colorado state law to report all unusual injuries, or suspected child abuse to the Child Protection Agency in their area. As a parent if you suspect any situation involving child abuse you should:

**File a Complaint with the Division of Early Care and Learning**

Call 911 immediately if you witness a child in a life-threatening situation.

You may call 303-866-5958 Monday through Friday between 8 a.m. and 5 p.m. If calling outside of business hours, you may leave a message. Provide your name, telephone number and mailing address. This information is required for the following reasons:

- To call you back if the investigator needs more specific information about the complaint,
- To call you back if the investigator received contradictory or unclear information during the investigation, and
- To call you to let you know the results of the investigation.

*A witness or someone who has first-hand knowledge of the abuse must make the complaint. An anonymous complaint can be made only if the complaint is about an unlicensed child care provider.*

All information is kept confidential about parents and children in care. The facility will never know who made the complaint.

**Report Child Abuse or Neglect - 24/7 Hotline**

Call 1-844-CO-4-KIDS (844-264-5437)

- 24. Stars Gymnastics reserves the right to remove any child from enrollment that the staff feels is an unnecessary hindrance to the other children. The parents will be notified of any problems with their children. If the child is removed from the center’s enrollment by Stars Gymnastics, the program director will make every effort to notify the custodial parent one week prior to this action.
- 25. In case of a natural disaster, certain emergency procedures will be enacted. For a tornado, all personnel will ensure that all children move to the designated safe zone within the building. From there, everyone will be instructed how to protect themselves. Tornado drills will be conducted several times a year. For a fire, all personnel will guide the children to the nearest accessible Fire Exit. Once outside of the building, all personnel will lead their children to the designated meeting area for accountability. Fire drills will be conducted about once every two months. Fire escape route maps are posted by all doors.
- 26. For sanitary reasons, if a child soils their undergarments on more than two occasions, they will be immediately dismissed from the program.
- 27. To file a complaint about this facility contact:  
The Colorado Department of Human Services Division of Childcare  
1575 Sherman Street  
Denver , CO 80203-1714  
Or call  
(303)866-5958 or 1-800-799-5876

Please sign & tear off the bottom portion of these rules and policies to be turned in with the enrollment packet and you may keep the policies and procedures for your records.

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I, \_\_\_\_\_, parent of \_\_\_\_\_, understand that if I am late at any time when picking up my children from daycamp that I will be responsible for paying \$2.00 per minute, per child, to the person that is remaining with my children. I also realize that this payment must be made in cash at the time of pick-up.

I, \_\_\_\_\_, parent of \_\_\_\_\_, understand that Stars Gymnastics Summer Daycamp will be showing videos (“G” and “PG” ONLY) and that if I feel that I do not want my child to view any scheduled feature, it is my responsibility to let the Director know in writing prior to the scheduled time of viewing.

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Signature

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Date

## **STARS GYMNASTICS DISCIPLINE POLICY**

At Stars Gymnastics, our philosophy is that everyone can achieve success in their lives if they follow a proven plan. We believe that there are five very important things our program can offer. Our logo, the star, symbolizes these five things:

- Accepting others and being accepted by others
- Strong support from others
- Accepting guidance from adult leaders
- Learning effective ways to get along with others
- The positive results of working hard to achieve a goal.

**DISCIPLINE** — We believe in setting limits to teach children appropriate behavior. Discipline at Stars of Gymnastics is solution-oriented to help campers learn to solve problems. We believe that with consistent clear guidelines, most problems will be avoided. We do not use physical forms of discipline, embarrassment, ridicule or humiliation as methods of discipline.

**POSITIVE GUIDANCE** — Because children usually want to please, positive input from adults encourages children to continue to have positive behavior. Rather than punishing a child for improper behavior, we try to point out the problem to the child and offer them alternative ways to behave. In all cases we strive to use positive reinforcement.

**COMMUNICATION** — Communication with children in advance about our guidelines helps children understand more easily what is expected. Listening to the children, and asking them questions about their behavior lets them know we are interested in what they think and feel. Explaining in advance what the consequences of their actions will be, helps the children avoid being punished and learn good decision-making skills. The children need to learn they are accountable for their actions.

**REDIRECTION** — When a child is abusing a privilege or activity, it may sometimes be necessary to redirect the child to another activity.

**TIME OUT** — There are times when a child might have a serious problem with something or someone. When this occurs, the child will simply take a “Time Out” alone to think over what has happened and how to correct it. The staff member will insure that the child understands why he or she is in a “Time Out”. After a pre-specified amount of time, the staff member will talk with everyone involved about the problem and what an acceptable solution to the problem might be. It is extremely important for children to learn how to solve problems by talking about the experience. They are learning self control and need support and guidance from adults to help them learn ways to solve problems on their own.

**PARENT SUPPORT** — Making mistakes is a part of life and a part of growing up. We do not feel that we need to let you know every time your child makes a mistake or has a little problem. However, we will let you know immediately if we have any serious concerns with your child’s behavior or notice any drastic changes in their personality. In the event a problem occurs, we will keep you informed about your child’s development and invite you in for a conference with your child’s program leader and/or the director. At this conference we can share notes and ideas to help your child grow in a positive, healthy direction. We have an “open door” policy, so never hesitate to let us know what is on your mind. Please remember that no concern is too small to bring to our attention.