

# Sparkles!

*2017 Summer Camp Packet*



Sparkles! would like to invite all children 2yrs-12 yrs to join our 2017 Summer Camp extravaganza! Our Summer Camp Kick-off will begin on June 26, 2017. We are looking forward to a wonderful and fun-filled summer. Don't miss out on this great opportunity.

Spaces will be limited so please get your packet today to reserve a space for your child!!!



Dear Parents,

As we are preparing for a fun-filled summer for your child, it is important that we have an accurate attendance record of the children who will continue to be enrolled at Sparkles!. **Before you complete this packet, please complete and detach this page and return to the Center Director by Friday, June 2nd, 2017.**

If you plan to dis-enroll your child for the entire summer or part of the summer, you will need to complete an extended absence form located at the front desk. Also, 2-week advance notice is required before dis-enrolling your child.

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Child's Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

\_\_\_\_ Yes, my child will attend Sparkles! for the summer.

\_\_\_\_ No, my child will not attend Sparkles! for the summer.



Dear Parents,

Summer is almost upon us and will be here before you know it. We are currently enrolling for the summer camp program and **spaces are limited**. Many events have been booked and reserved for a certain amount of children. We do give our current families priority to enroll first before we open enrollment to the outside community. We have had many inquiries regarding our summer camp and we anticipate a full enrollment.

If you would like to reserve a spot for the summer camp, all forms attached must be completed and returned along with the summer camp activity fee or the payment plan signup sheet.

All field trip forms must be signed by a parent or legal guardian before summer camp begins. Unfortunately, verbal authorization cannot be accepted.

**Parents are not allowed to drop a child off or pick a child up from a field trip.**

Please make sure that your child arrives to the center on time on days that we will depart from the center. Also, please plan your pick-up times accordingly. All departure and arrival times will be posted prior to the day of the field trip.

Families that will be taking an extended absence during the summer months please speak with the center director regarding prorated weekly fees. If your child attends on a part-time basis, please speak with the director regarding part-time summer enrollment and pricing.

On water-related field trips, children are allowed to wear sunscreen if necessary. Please make sure to complete the sunscreen authorization form that is included in the packet.

We request that children do not bring money on any of the field trips. We will provide any additional items that are needed for the children while attending the trip (i.e. lunch).

**\*\*Good behavior is very important on a field trip. If a child's behavior is unacceptable on any field trip, they will not be allowed to attend the next field trip. If the behavior is consistent, a parent will be required to attend ALL remaining field trips, OR we will eliminate all remaining field trips for that child. This is done for the safety and well being of all children.**



Dear Parents,

Field trips are a fun and exciting adventure for children. You can help us maintain a high level of fun by signing the Field Trip Permission Slip.

The Field Trip Permission Slip is used as evidence of you giving permission for your child to attend the field trip. Any child whose name and parent signature is missing from the permission slip, will be excluded from the field trip.

To make it easier and more convenient, Sparkles! will utilize only one permission slip form per child with ALL field trips listed. If there are specific trips that you do not want your child to attend, you will need to indicate it on the Field Trip Permission Slip form.

Departure times for the field trips will be followed exactly. Many of our trips are time sensitive due to booking. If your child is not at the center at the time of departure, they will be left behind.

Field trips will go on as scheduled unless the following occur:

- Local weather warning concerning any unsafe outdoor conditions such as heat or air quality alerts.
- Unforeseen bus or van problems.
- Vendor cancellations
- Any condition that poses a health or safety risk for children and/or staff.

Every effort will be made to reschedule canceled trips. Parents will be notified of any necessary changes ASAP.



*Sparkles!*  
**2017 Student/Parent  
Field Trip Agreement**

**Student Agreement**

As a field trip participant, I accept responsibility for maintaining appropriate behavior. I will follow directions at all times. I understand that if my behavior is inappropriate, I will not be allowed to go on the next field trip. Also, I will not wander away from my group!

I will follow all rules and regulations while riding the bus. Therefore, I will keep the following rules in mind at all times:

- Sit in assigned seat
- Buckle up
- Never stand or unbuckle seatbelt unless my teacher tells me to do so.
- Keep noise levels low
- Pay attention to all teachers and authorized group leaders.
- Be respectful of others and their property.

\_\_\_\_\_  
**Student's Name or Signature**

\_\_\_\_\_  
**Date**

**Parent Agreement**

My child and I have discussed appropriate behavior for the field trip participation. He/She understands that good conduct is necessary at all times for his/her safety and for that of the other children. I realize if my child misbehaves while on a field trip, an administrative staff will then determine if my child will need to miss the next field trip. I also understand that if the inappropriate behaviors are consistent, I will be required to attend all remaining field trips, OR my child will not be allowed to participate in any of the remaining field trips.

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**



***Field Trip Permission Slip***

I give permission for my child to attend all field trips scheduled for Sparkles! 2017 Summer Camp.

I understand that transportation will be provided by Sparkles!

\_\_\_\_\_  
**Child's Name** \_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Parent /Guardian Signature** \_\_\_\_\_  
**Date**

Sparkles! have scheduled the following trips. Additional permission slip forms will be given due to any field trip changes.

- Bull Run Park            Uno's Pizza
- Burke Lake Park        Luray Caverns
- Luray Caverns and Adventure Park
- Centreville Movies    Leesburg Zoo
- National Zoo    Volcano Island water park
- Lazier tag                Pump It Up
- Dino Park                Atlantis Water Park
- Wax Museum            National History Museum
- Children's Science Museum

**\*\* I do not give permission for my child to attend the following:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ \_\_\_\_\_  
\_\_\_\_\_ \_\_\_\_\_

\_\_\_\_\_  
**Parent/Guardian Signature**



## SUNSCREEN

State licensing requires us to have written permission from parents to apply any over-the-counter skin products. This form will serve as written consent for the application of the any over-the-counter products (i.e. sunscreen, insect repellent) to my child.

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Date

\_\_\_\_\_ Yes, Sparkles! has my permission to apply over-the-counter skin products to my child.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

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## ALLERGIES

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Date

\_\_\_\_\_ Yes, my child has the following allergies:

\_\_\_\_\_

\_\_\_\_\_

Please list type of allergy and actions to take in case of an emergency:

\_\_\_\_\_

\_\_\_\_\_ No, my child has no know allergies.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



**Sparkles! 2017 Summer Camp  
Enrollment Agreement  
(Financial Terms and Conditions)**

**Child's Name:** \_\_\_\_\_  
(Please Print)

**Fee Schedule:**

Registration Fee (new enrollees only)	\$100
Weekly Tuition (school-age children)	\$290
Summer Activity Fee (4 – school age)	\$150
Summer Activity Fee (2-3 year olds)	\$75

**Installment Payment Schedule:**

Payment schedule:

	4's, 5's & SA	2's & 3's
April 10th	\$16.67	\$8.34
April 17th	\$16.67	8.34
April 24 <sup>th</sup>	\$16.67	\$8.34
May 1 <sup>st</sup>	\$16.67	\$8.34
May 8 <sup>th</sup>	\$16.67	\$8.34
May 15 <sup>th</sup>	\$16.67	\$8.34
May 22 <sup>nd</sup>	\$16.67	\$8.34
May 29 <sup>th</sup>	\$16.67	\$8.34
June 5 <sup>th</sup>	\$16.67	\$8.34
Total	\$150.00	\$75.00

1. Late fees will be applied if tuition is not received by Tuesday close of business.
2. The field trip fees are still charged for those weeks of summer your child is on vacation unless other arrangements have been made with the center director.
3. Please be aware that all field trips will arrive back to the center prior to close of business.

**I understand and agree to the financial terms and conditions as listed above.**

\_\_\_\_\_ I would like to make a one-time payment of \$150/\$75 by June 2<sup>nd</sup>.

\_\_\_\_\_ I would like to sign up for the payment plan listed above. Payment plan starts April 10<sup>th</sup> 2017

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**





**March, 2017**

Dear Sparkles! Families,

Welcome to Summer camp extravaganza 2017!

In an effort to make the summer camp fees manageable to all the Sparkles! families, we will be offering the payment plan option again this year.

If you are planning on signing up for our payment agreement for the Summer Camp Activity Fee, please do so by April 10, 2017, your account will be charged according to the payment schedule below starting April 11<sup>th</sup>, 2017. If you opt out of the payment agreement, we will expect the full payment no later than June 3<sup>rd</sup>, 2017: Please note that Activity fees solidify your summer camp slot and **will not be refundable**. All Summer Camp slots are first come first serve and spaces are very limited.

**\*Please note everyone enrolled in our Summer Camp Program must go on field trips and pay the Summer Camp Activity Fee.**

Total Amount of Summer Camp Activity Fee:  
4's, 5's & School Ageds \$150.00  
2's, 3's \$75.00

<u>Payment schedule:</u>	<b>4's, 5's &amp; SA</b>	<b>2<sup>1</sup>s &amp; 3's</b>
April 4 <sup>th</sup>	\$16.67	\$8.34
April 11 <sup>th</sup>	\$16.67	8.34
April 18	\$16.67	\$8.34
April 25 <sup>th</sup>	\$16.67	\$8.34
May 2 <sup>nd</sup>	\$16.67	\$8.34
May 8 <sup>th</sup>	\$16.67	\$8.34
May 16 <sup>th</sup>	\$16.67	\$8.34
May 23 <sup>rd</sup>	\$16.67	\$8.34
May 30 <sup>th</sup>	\$16.67	\$8.34
Total	<hr/> \$150.00	\$75.00

We have attached for your review the tentative Summer Camp activities also our Summer Camp enrollment forms, these forms need to be completed and submitted to our office no later than June 2<sup>st</sup> 2017.

If your child will not attend our Center during the summer months, June 26<sup>th</sup> to August 25<sup>th</sup>, please let us know as early as possible so we can offer the space to another family.

We are very excited about our Summer Camp Activities and are looking forward to another fun filled and successful program in 2017!

**Katie Vanderhoof**  
**Center Director**  
**Sparkles! at Fair Oaks**  
[Fairoaks@sparklesontheweb.com](mailto:Fairoaks@sparklesontheweb.com)  
**(703) 502-8100**