

Summer Camp Policies & Procedures

Registration Policies

--- Our Summer Camp has open registration throughout the summer; spaces are limited!

Payment Policy

- Registrations will not be processed without payment.
- You may change the week your child is enrolled depending on availability.
- Only registered and paid individuals may participate in class activities.
- Cash or Check only please!

Refund Policy

- 100% back if registration is cancelled 4 weeks before start;
- 75% back if registration is cancelled 3 weeks before start;
- 50% back if registration is cancelled 2 weeks before start;
- 25% back if registration is cancelled 1 week before start,
- NO REFUND if registration is cancelled less than 1 week prior to start of the session.
- Membership Registration fee of \$25 is non-refundable and due with the first payment.

Cancellation Policy

--- Acrobatic Rock'n'Roll Academy of Boston reserves the right to cancel a Camp due to insufficient registration with full refunds and notification.

Missed Days

No credits, refunds, or makeup for missed days, or times.

Sign In/ Sign Out

- All participants must be signed in/out when they are dropped off/picked up.
- If a camper is dropped off before the registered time, or picked up after the registered time, there will be a \$15 extra charge for extended day.
- Participants are NOT allowed to sign themselves in or out, regardless of age.
- A Summer Camp participant will not be released to someone who is not his/her parent/guardian, or who is not listed on the Release Form.

Participant Requirements

- Acrobatic Rock'n'Roll Academy of Boston reserves the right to remove a participant if that child poses a safety threat to staff members or other participants.
- All participants must be age 3+, and must be fully potty-trained.
- All participants must be paid in full and must have all forms returned to the office by their first day of the Summer Camp.
- Participants must abide by all Acrobatic Rock'n'Roll Academy of Boston Summer Camp rules.

Extended Day

- Extended day is offered on a weekly basis.
- Extended day is located in the Acrobatic Rock'n'Roll Academy studio. Participants should bring a book or toys. We may use the studio or engage in gymnastics/ dance during this time.

Swimming & Sunscreen

- Free swim time at Connors Memorial Swimming Pool at 330 River St., Waltham, MA 02453 is monitored by both ARRA Staff, and by the lifeguards employed by Connors Memorial Swimming Pool.
- All campers must pass a swim test before being able to go in the deep end of the pool.
- Campers will walk to and from the pool under the supervision of our Staff. Footwear must be worn.

--- All campers must have sunscreen* applied before going outside. Staff will help campers apply sunscreen* if needed. * Spray On sunscreen is highly recommended as it aids in a much more efficient changing time

Sick Participant Policy

- Mildly sick participants can lie down in a designated quiet area in our facility.
- The Acrobatic Rock'n'Roll Academy of Boston will determine if a participant is too sick to stay at the studio, and will call the parents/guardians to come pick up their sick child if needed.
- In the event of a serious illness or injury, if the parent/guardian cannot be reached in time, the child may be transported to nearest Hospital for immediate care and treatment.

When you keep your child at home at the first sign of a communicable disease, you are protecting your sick child from other health problems. You are also protecting other children and staff from exposure to the disease. If your child becomes ill with a communicable disease, contact your doctor to determine proper care, and then notify the camp office. It is in the best interest of your child's well-being to keep them home if they are in an infections state. A sick child cannot participate effectively in camp in a meaningful way. Keeping a sick child home prevents the spread of illness in the camp community and allows the child an opportunity to rest and recover. If in doubt, please keep your child home an extra day.

Please report these conditions to the camp office when they occur, but a note from a health care provider is not required for return to camp.

Fever- The child should remain at home with a fever greater than 99°. The child can return to camp after he/she has been fever-free for 24 hours (without fever-reducing medicine such as Tylenol or Motrin).

Vomiting- If your child has vomited during the night, the child should not be sent to camp. The child can return to camp only after being symptom-free for 24 hours.

Diarrhea- If your child has had three or more watery stools in a 24-hour period, the child should be kept home. A child with diarrhea should stay at home and return to camp only after being symptom-free for 24 hours.

Colds- A good rule of thumb is to keep a child home at the beginning of a cold... the most infectious time and when he/she feels the worst. Please keep your child at home if he/she is experiencing discomfort that would interfere with his/her ability to participate in camp (i.e. uncontrollable coughing, severe lack of energy). If your child experiences green nasal discharge that continues throughout the day, or a cough lasting longer than ten days, or is accompanied by fever or chills and is productive of discolored sputum, consult with your physician. Return to camp when the child does not have a persistent cough and feels well.

Cough or congestion: The child should remain home if the cough or congestion interferes with breathing and/or if wheezing.

Chicken pox: The child should stay home until there are no new spots and all old ones are scabbed over. Usually this requires child to stay home seven to ten days.

Conjunctivitis (pink-eye): Following a diagnosis of bacterial conjunctivitis, the child may return to camp 24 hours after antibiotic treatment is started. Campers with viral infection may return when eyes are clear.

Coxsackievirus (Hand, Foot and Mouth Disease): The child must stay home during the acute phase/stage of illness while fever or lesions exist.

Head lice: The child may return to camp, only after treatment and when hair is free of nits. The child's head will be checked by staff prior to admittance to camp.

Your child will be sent home, if you bring him/her to camp before the required 24-hour period. We entrust each parent to ensure the above policy is followed. This policy helps protect all ARRA Summer Camp participants and staff from sickness before it spreads, and enables us to maintain a healthy, happy community. Your help is greatly appreciated!

Emergency Policy

- Once a week, a mock fire drill will be performed so all campers are familiar with procedure and exit strategies.
- In the event of an emergency, the Camp Director will blow a whistle signaling to Staff to evacuate their campers from the building.
- Staff will bring all campers to designated safe areas outside the building while the problem is resolved.

Staff Requirements

- All staff must have CORI/SORI background checks before working at our Summer Camp.
- All staff will go through training, and full-time staff are CPR and First Aid Certified.
- Staff must be up to date on their immunizations.

Other Policies

- All snack and lunch times are monitored by Staff members.
- Participants are not allowed to share food or drinks.
- Staff are to make sure that enough water breaks are given during hot days.
- Staff may not discipline a camper for having an accident.

--- Timeouts will be given if a participant breaks a Summer Camp rule. Parents may be called if there is an ongoing issue, and the participant may be removed from the studio if necessary.

--- Parents have a right to review the staff' background check, health care, discipline and other policies and procedures upon request.

FOOD ALLERGY POLICY

--- Parents/Guardians will be required to provide an appropriate lunch with a beverage each day. Also parents are required to provide a child with a morning and/or afternoon snack and beverage. If a child arrives without a bag lunch, snacks and/or beverage, a parent/guardian will be notified immediately and we will request that a sandwich is brought to the school before 12.00 p.m., or a child may be sent home, or a fee will be charged for a lunch purchase. We don't provide refrigeration for packed lunches & snacks.

These precautions will ensure your child's food is safe to eat. Food is not likely to be contaminated with food poisoning bacteria if you:

- Store and prepare cooked and raw food separately. □
- Wash hands, cutting board or other equipment before preparing food. □
- Ensure that food is cooked thoroughly.

Ask us for the guidelines to reduce the risks and recommended Food/drinks.

--- Acrobatic Rock'n'Roll Academy of Boston recognizes that food allergies, in some instances, may be severe and even occasionally life-threatening. The foods most likely to cause allergic reactions are peanuts, tree nuts, dairy products, eggs, soy, wheat, fish, and shell-fish. Although most food allergies produce symptoms that are uncomfortable, persons with allergies to the above-listed foods can suffer more serious consequences.

--- Acrobatic Rock'n'Roll Academy of Boston would like to ask all of our members and non-members to help Acrobatic Rock'n'Roll Academy of Boston become a facility that is a Food Allergy Aware Zone. Please, be aware that as of today, we are not a Food Allergy Free Zone, but we are hoping that with your support we will bring a high level of awareness to this matter and make our facility safer to your children.

--- Parents of students with life-threatening allergies must provide Acrobatic Rock'n'Roll Academy of Boston with emergency medications and a written medical treatment protocol for their student for addressing allergy-related events. Acrobatic Rock'n'Roll Academy of Boston will keep medication and epinephrine (EpiPen) provided by student's guardian in a secure location where the Health Administrator can access it when necessary.

--- Information pertaining to a student's allergies will be shared with Acrobatic Rock'n'Roll Academy of Boston staff that have contact with the student, but otherwise will be kept as confidential as possible.

--- Peanut allergies are among the most common. Accordingly, Acrobatic Rock'n'Roll Academy of Boston will educate all member and non-member costumers about the awareness of food allergies and encourage all students and families to provide lunch and snacks that are free of nuts to ensure the student's safety.

--- Acrobatic Rock'n'Roll Academy of Boston will work with all member and non-member costumers to reduce the likelihood that peanuts, tree nuts, or nut oil products are brought in to our facility during classes, birthday parties and/or Summer Camp.

--- Acrobatic Rock'n'Roll Academy of Boston requires that all staff and students wash their hands before and immediately after eating.

--- Though Acrobatic Rock'n'Roll Academy of Boston is committed to student safety we cannot guarantee that a student will never experience an allergy related event while in our care, and therefore has created this policy to reduce the risk that children with allergies will have an allergy-related event.

Parent/Legal Guardian Signature: _____

Date _____