

KCC SUMMER CAMP REGISTRATION FORM (PART A)

Student Information

Student's Name _____ (M) (F)

Date of Birth _____ Grade in Fall 2020 _____

Full Address _____

Name of School _____

Parent/Legal Guardian Information

Father's Name _____ Cell Phone _____

Mother's Name _____ Cell Phone _____

Full Address _____ Same as Child

E-mail Address _____

Emergency Contacts

Name _____ Relationship to child _____

Cell Phone _____ E-mail Address _____

Permission to Pick Up Your Child Same Parent/Legal Guardian Information

Name _____ Relationship to child _____

Cell Phone _____ E-mail Address _____

Name _____ Relationship to child _____

Cell Phone _____ E-mail Address _____

KCC SUMMER CAMP REGISTRATION FORM (PART B)

Student's Name _____ (M) (F)

Date of Birth ____ / ____ / ____ Grade in Fall 2020 _____

CAMP PROGRAM FEE SCHEDULE

1. KCC Family Member Fee \$150

KCC does not refund/discount the membership fee.

The membership term is one year, beginning on the date of the registration.

Family Membership includes parents (care-givers) and their children only (under 18 years old).

2. KCC Member Full Day Program Fee

1 week	2 weeks	3 weeks	4 weeks	5 weeks	6 weeks	7 weeks	8 weeks
\$300	\$588	\$873	\$1152	\$1425	\$1692	\$1953	\$2208

3. Non Member Full Day Program Fee

1 week	2 weeks	3 weeks	4 weeks	5 weeks	6 weeks	7 weeks	8 weeks
\$340	\$667	\$990	\$1306	\$1615	\$1918	\$2214	\$2503

4. Half Day & Aftercare Program Fee

	Half Day	AFTER CARE
KCC Member	\$180/WEEK	\$125/WEEK
Non Member	\$200/WEEK	\$125/WEEK

CHOOSE YOUR PROGRAM CHOICE

	Full Day	Half day (AM)	Half day(PM)	Aftercare
Weeks				
Period				
Price				

If you want to join KCC Membership, please add \$150 to your total price

Tuition Total: _____ .00

ALLERGY REPORT FORM

Instructions: This form must be completed by the parent/legal guardian of the child registering for the KCC Summer Camp.

Student's Full Name (Print) _____

1. Diagnosis and History

- Does your child have any allergies? If so, please list them below

- Severity of the allergy: Mild Moderate Severe
- Does the child take prescription medication for this allergy? Yes No
- If yes, what medications? How often should the medication be administered?

- Has the child been prescribed an Epi-Pen? Yes No

2. Limitations Caused by Allergy

- Describe how the allergy limits the child's daily activities (eating, breathing, etc.)

HEALTH AND MEDICAL INFORMATION REPORT FORM

Instructions: This form must be completed by the parent/legal guardian of the child registering for the KCC Summer Camp.

Student's Full Name (Print) _____

Parent/Guardian's Full Name (Print) _____

Primary Doctor's Information

Primary Doctor's Name _____ Physician's Phone _____

Primary Doctor's Address _____

Physical limitations, allergies, and/or special medical instructions

Medical Insurance Information

Insurance Company _____ Group No _____

Policy No _____

Name of Insured Person _____

Child's relationship to Insured _____

MEDICATION AUTHORIZATION FORM

(Please submit this form if applicable)

I hereby give consent for KCC staff to administer this medicine to my child according to the physician's following instructions. The KCC staff has my permission to contact the physician should there be any questions or concerns regarding the medication. I understand that medicine will be delivered to the KCC personnel by a parent/guardian and that **students are not to transport any medication.**

I understand that this prescribed medicine will be in the **original pharmacy labeled container** with identifying information (e.g., name of child, medication name, dosage prescribed, and time of administration) If this is an **over the counter medication**, the medication must be in the original, labeled container.

I hereby release the KCC Board, their agents, and their employees from any and all liability that may result from my child taking their prescribed medication and from any and all liability that may result from my child's self-medication.

Student's Full Name (Print) _____

Parent/Guardian's Full Name (Print) _____

Signature _____

Date _____ Cell# _____ Work# _____

Medication Information

Name of Medication	Time of Administration	Dose

KCC SUMMER CAMP POLICY AGREEMENT

I have fully read and agree to the Terms and Conditions listed above.

- Allergy Policy
- Medication Policy
- Payment and Refund Policy
- Camp Drop off & Pick up Policy
- Swimming Activities Policy
- After Care Policy
- Other policies
- Workbook Guideline and Policy

Parent's Name

Parent/Guardian Signature

Student's name

Grade

Date

Welcome to the KCC Summer Camp!

This instructional manual contains important information regarding the specifics of the program, so please read it thoroughly. If you have any questions, please contact the KCC at **201-541-1200 ext. 111** or **info@kccus.org**

To learn more about the KCC Summer Camp, please visit our website at <https://www.kccus.org/2020-summer-camp/>

KCC Summer Camp Operations Guide

1. KCC Camp Goals and Objectives

- Provide opportunities to stimulate the development of self-esteem
- Provide opportunities to make new friends and strengthen existing friendships
- Provide opportunities to reinforce Korean identity

2. Eligibility

- Students from Kindergarten to 5th grade, as of September 2020

3. Duration

- Monday, June 22nd , 2020 to Friday, August 15 ^ㄸ, 2020/8 weeks

4. Time

- Full Day: 9am-3pm
- Half Day: 9am- 12pm or 12:30pm – 3pm
- Aftercare: 3pm-5:30pm

5. Registration Information

- You may register for your desired weeks during the camp
- Please send in the registration form 14 days prior to your selected camp start date
- If the form is submitted late, we cannot guarantee your selected week, and your child will be enrolled on a first come, first serve basis
- The minimum unit for registration is a week.
- If your selected weeks are filled, you will be put on a waitlist

6. Registration Instructions

- Please send in the KCC Summer Camp Registration Form (Part A & Part B) along with the registration fee

- Allergy Report Form, Health & Medical Information Form, and KCC Summer Camp Policy Agreement Form must be submitted prior to the start of the camp

7. Camp Group Information

- Using September 2020 as the standard cutoff, students will be split into two groups: K-2nd/3rd-5th
- Each group will have a maximum of 15 students.
- Students will be divided within the groups by grade and will be assigned to a high school TA.
- Students will participate in activities and classes with their groups.
- Math and English class will be led by the assigned teacher, while the high school TA will help with review.

KCC Summer Camp Policy

1. Allergy & Food Policy

- If a child has any food-related allergies (including, but not limited to, peanuts, soy, and certain types of fruit), please do not register for the KCC Summer Camp meal plan. The meal plan is not allergen-free, and the KCC cannot prepare different meals separately for children with allergies. Please pack your child a lunch that accommodates his/her allergies. However, if you still wish to register your child for the KCC Summer Camp meal plan, the KCC will not be responsible for your child's safety regarding food allergies.
- Lunch will be served to students who registered the camp with the full-day option.
- Snacks will not be served. If students who are registered for "After Care" want to have snacks during their break, please prepare personal snacks for them.

2. Medication & Accident Policy

- If your child requires medication at specific times throughout his/her time at the KCC Summer Camp, please fill out the health form and give the medication to the KCC.
- The KCC Summer Camp will not provide oral medications such as Ibuprofen and Acetaminophen. However, non-oral medications such as Band-Aids and ointments will be provided for treatment. If your child is allergic to specific ingredients in commonly used ointments, please notify the KCC.

- If a child suffers a severe injury, the child may be transferred to the nearby Englewood Hospital or 911 emergency. In this case, students will be responsible for ALL of the expenses incurred by the treatment.

3. Payment and Refund Policy

- Payment should be completed in advance to attend.
- KCC does not refund/discount the membership fee
- If you cancel your camp registration for personal reasons, please let us know a week before the camp begins, in which case we will refund the rest of the expenses except 10% (processing fee) of the total expense of the camp.
- Payment will not be refunded after the KCC Summer Camp begins.
- If you miss the camp due to personal reasons, KCC does not refund or apply credits for the absence.
- The KCC reserves the right to suspend and/or expel a child's right to attend the KCC Summer Camp if the child violates camp regulations (No refund will be given).
- Lunch fee will not be refunded regardless of whether or not the provided lunch is eaten.
- There will be no discount for the Aftercare service and Half day program.
- The payment will be different depending on how many weeks the student is registered for.

4. Camp Drop off & Pick up Policy

1) Drop off place: 2nd floor Art Room

- You may drop off your child starting at 8:50 a.m. You cannot drop off your child before 8:50 a.m.
- For your child's safety, please take your child to the designated place where the program will be held.

2) Pick up place: 2nd floor Ballet Room

- Pick up hours are from 2:50 p.m. to 3:00 p.m.
- From 3:05 p.m., you will be charged \$10 for aftercare service. If you are more than 15 minutes late, we will reach out to a child's Emergency contact based on the Emergency contact information we have.
- When you are picking up your child, please sign-in to the sign sheet that provided.

- If a person who is going to pick up a child is not the child's parent/guardian, please notify KCC in advance and leave the name and phone number of the person who is going to pick up a child.

5. Swimming Activities Policy

- Every Thursday, from 1:00 p.m. to 2:50 p.m., we go to the Tenakill Swim Club, which is about 5 minutes away from KCC.
- The KCC manager and a TA will accompany the children for their safety when they are going to the swimming pool.
- Depending on the children's age and swimming skills, they will be divided into two groups: Kiddie pool and 4ft depth pool.
- Children may play in the swimming pool with their friends freely because the program is not a professional swim class.
- After the program, children will take a brief shower. Please prepare extra clothes for children in case their clothes get wet.
- If a child needs some help, a TA of the same gender will be assigned to help children in the locker room.
- Depending on the weather conditions, the program plans may be changed.
- In the case of not being allowed to use the swimming pool, program plans may be replaced with different activities such as activities playing on the playground placed besides the swimming pool.
- There will always be a lifeguard on duty for the children's safety.
- If the student cannot attend the program, please notify KCC in advance. However, the registration fee will not be returned.
- Children will need to bring the following: Swimming suit or clothes, towel, extra clothes, sunblock, plastic bag (for carrying wet clothes), personal water (please fill up the water bottle)
- Please write your child's name on their every personal belonging.
- Tenakill Swim Club Information:

165 Grove St, Tenafly, NJ 07670, (201) 567-8395 <https://www.tenakillswimclub.com/>

6. After Care Policy

- This service will be provided only to students who register for KCC Summer Camp.
- Please prepare personal snacks if needed.
- Aftercare service may vary depending on the number of people registered.

7. Other Policies

- KCC Summer Camp schedule and program contents may be changed without any advance notice.
- I grant permission for photographs and videos to be taken of my child for publicity purposes.
- I grant permission for my name, my child's name, address, email, and phone to be kept track of for contact purposes
- You must submit the reachable Emergency contact information other than the child's parents to KCC during the KCC Summer Camp.
- I understand that my child will participate in all activities within the KCC Summer Camp unless specified otherwise.
- I hereby waive, release, and discharge any and all claims for damages for personal injury, property damages or which may hereafter occur to me as a result of participation in KCC Summer Camp. This release is intended to discharge in advance KCC, its officials, employees, volunteers and agents from liability, even though that liability may arise out of perceived negligence on the part of persons mentioned above. It is understood that some recreational activities involve an element of risk or danger of accidents, and knowing those risks, I hereby assume those risks. It is further understood and agreed that this waiver, release, and assumption of risk is to be binding on my heirs and assignees.
- I have filled out the **KCC Summer Camp Policy Agreement, Allergy Report Form, Health and Medical Info Report Form** to the best of my knowledge. I understand that if I have not filled out the forms listed above my child may not attend the KCC Summer Camp.

8. Workbooks Guideline and Policy

- We ask that parents buy the workbooks needed for summer camp before it begins
- Workbook names: Spectrum Critical Thinking Math/ Spectrum Reading
- Please buy the workbooks for the grade your child will be going into for the upcoming school year (September 2020)
- Workbooks are purchasable using the links below
<https://www.amazon.com/> or <https://www.christianbook.com/> or <https://www.barnesandnoble.com/>
- We will not be providing copies of the workbook
- All students **MUST** buy the workbooks, regardless of how long they will be attending the summer camp.

- The KCC is able to buy the books for you. Please let us know at least 14 business days before the start of the camp using the form below, and please include the workbook and shipping fees (\$15 per book) along with the notice. If the workbooks arrive late because of shipping problems, we are unable to refund you for the price of the books and the shipping cost.
- We will have the students leave the workbooks at the KCC during the camp and will return to them to the students when the camp ends.

9. School Supplies

- 1 Notebook, 3 sharpened pencils, 1 eraser, 1 box of crayons, at least 2 glue sticks, backpack
- A book to read during Reading Marathon (bring in a ziplock bag labeled with the student's name)
- Please label all supplies with the student's name

KCC SUMMER CAMP BOOK REQUEST FORM

Student's name :	Grade (As of Sept.2020) :
Parent's name :	Cell Phone:
Indicate which book you want :	Critical Thinking Math Creative English
Total: _____ Book(s) Price: _____ .00	