



FUNDAMENTAL MINDS EDUCATION SERVICES
Learning Should Be FUN!

FUNDamental Minds 2024 Summer Enrichment Camp Policies

Thank you for your interest in our Summer Enrichment Camp - we cannot wait to make learning FUN for your student this summer! Below are the policies for this program for you to review. Please ensure you read this in its entirety prior to registering your student for our camp. A signed copy will be required prior to admittance into our program.

General Camp Information & Daily Schedule

Our Summer Enrichment Camp will be held from Tuesday, May 28th- Friday, August 9th. The address of our Brandon center is 1721 S. Kings Ave., Brandon, FL 33511, and the address of our Zephyrhills center is 35008 FL-54, Zephyrhills, FL 33541. Our phone number is (813) 409-3110; please press 1 for Brandon or 3 for Zephyrhills. Our centers will always remain locked when we have students in the building, so please ring the doorbell to gain entrance into either of our centers. We have video and audio surveillance in all common areas and classrooms to monitor the safety of our students.

Students will need to bring a reusable water bottle labeled with their name, snacks every day, and a lunch each day (except Friday, unless they do not eat pizza). **We are a peanut-free facility**, so please ensure you do not pack food containing peanuts to ensure the safety of our students that have severe food allergies. We do have a microwave that is available for students to heat up any food items, but please ensure all food can be reheated **within one minute** to avoid delays in students getting their food.

Below is the daily schedule we will follow at camp:

7:30-10:00 Optional Morning Enrichment

10:00 Regular Camp Drop-off

10:00-12:00 Academic Instruction or Field Trip (depending on schedule/group)

12:00-1:00 Lunch & Movie

1:00-2:00 Recreational Activities

2:00-3:00 STEAM Activity

3:00-4:00 Social Emotional Learning Activity

4:00 Regular Camp Dismissal

4:00-5:30 Optional Afternoon Enrichment

We reserve the right to adjust the schedule as needed to meet the needs of our staff or students. It is expected that students will be able to adhere to this schedule and demonstrate autonomy in toileting, feeding, and basic care functions.

Please note that we will not host camp on Monday, May 27th, in observance of Memorial Day, or Thursday, July 4th, in observance of Independence Day. Tuition will not be prorated for these weeks.

Tuition and Fees

Each student will be required to pay a non-refundable \$50 registration fee. These funds will be used to provide students with a T-shirt to wear on field trips and material costs of our program. The weekly cost of tuition is \$250/student, or \$230/week for students registered to attend all eleven weeks of our camp.

We provide a 10% discount for siblings, school employees, military (active duty or retired), and first responders (EMT, fire, or police). Discounts are not stackable and cannot be combined with any other offers/promotions. Upon successful registration, your child's registration fee and 25% of their total tuition cost will be collected to reserve your child's spot. The remaining 75% balance owed on your child's account is due by May 1st, 2024.

Any students who enroll after May 1st, 2024, must pay the full tuition cost and registration fee at the time of registration. All payments will be made online through our secure billing system. We do not accept cash or check for any payments. A 3% merchant fee will be added to all credit/debit card transactions.

Morning/Afternoon Enrichment Add-On

We have the option for families to add Morning Enrichment that allows them to drop-off their student starting at 7:30am or add Afternoon Enrichment that allows them to pick-up their student by 5:30pm. This service is outside of the normal hours of this Camp, and as such there will be an additional \$50 charge/student/week. Students cannot be dropped off earlier than 7:30am and students must be picked up by 5:30pm. There will be a \$30 charge for every 15 minutes, or portion thereof, a student is picked up after 5:30pm. Students who are dropped off before 9:50am or picked up after 4:00pm and are not registered for Morning/Afternoon Enrichment will be charged an early drop-off/late pick-up fee of \$20 for every 15 minutes or portion thereof. If you think you will be late, please contact our office to inform us of your estimated arrival time.

Shuttle from Wesley Chapel to Zephyrhills

We offer a shuttle from our Wesley Chapel office (located at 26809 Tanic Dr., Ste. 102) to our Zephyrhills center to support families on the west side of Wesley Chapel. We have space for a maximum of 13 students in our van that can be transported, and a \$5 charge/per student/per day will be incurred for families who choose to utilize this service. Students who will be riding in the shuttle should be dropped off at our Wesley Chapel center between 9am and 9:30am. The van will leave promptly at 9:30am, so any students dropped off after that time will need to be driven to Zephyrhills. The students will be shuttled back to Wesley Chapel from Zephyrhills at 3:00 and should be picked up between 3:30pm and 4:00pm. Morning/Afternoon Enrichment will be available for students utilizing the shuttle service which will allow for drop-off in Wesley Chapel at 7:30am and pick-up by 5:30pm. Any families utilizing before/aftercare will have an additional \$50/week charge added

to their tuition cost. Any students not picked up by 4pm will be charged a late pick-up fee of \$20 for every 15 minutes or portion thereof.

Cancellation Policy

In the event you need to cancel your registration, you must do so by emailing director@fundamentalminds.com by 5:00pm on April 30th, 2024. Verbal cancellations will not be accepted. The \$50 registration fee is **non-refundable**, however, any deposits and tuition paid will be fully refunded for cancellations requested on or before April 30th, 2024, by 5:00pm. **There will be no refunds given under any circumstances for any cancellations received in writing after 5:00pm on April 30th, 2024, including any deposits and/or tuition paid.**

Please understand that we are reserving field trips and paying vendors based on our enrollment count prior to our camp starting, so please only register once you are certain of the week(s) your child(ren) will attend camp, and ensure you cancel if needed by 5:00pm on April 30th, 2024, to avoid any cancellation penalties.

Important Information Regarding Fridays & Field Trips

Every week, students will have an opportunity to visit a local venue for a field trip. In the event our field trips have to be cancelled due to inclement weather, we will not offer any refunds, and students will be provided with alternative indoor activities. On Fridays, students may bring in board games, toys, and puzzles to enjoy with their friends. Please label any games/puzzles that are brought in to ensure they can be returned. **FUNDamental Minds and its staff are not responsible for the loss, damage, or theft of any personal property.**

We will order pizza and have Kona Ice for our students every Friday. **There is an additional charge of \$10 for the students who eat the pizza and Kona Ice each week.** Students who do not want these items will not be charged, but lunch will need to be packed for those students on Fridays. You will be asked at the time of registration if your student will eat the pizza and Kona Ice, and if so, the additional charge will be applied to the total balance owed for your student(s).

We advise you to put sunscreen and bug spray on your child before dropping them off for any outdoor field trips. **FUNDamental Minds staff will not put any sunscreen or bug spray on students under any circumstances.** Students may self-apply bug spray or sunscreen at camp so long as they are not aerosol products.

Due to the anticipated size of our camp, we have arranged to have our students split into smaller groups to attend the planned field trip each week over three separate days within that same week. All students will get to enjoy each of the field trips planned, and we will inform parents which day their child will be attending the field trip in our weekly newsletter. A field trip form will need to be signed for each week to allow us to transport your child to the designated location. We will provide each camper with a T-shirt to wear on field trip days. Students are also encouraged to wear a hat and sunglasses on outdoor field trip days.

Parents who would like to attend a field trip will be responsible for their own transportation and the cost of admission. Parents who wish to attend must provide a copy of their driver's license. Parents will not be chaperones or solely supervise any of our students, including their own. **We reserve the right to require a chaperone for any student who may need prolonged, individual behavior support on a field trip, and if a chaperone is not available for that student, he/she will not be permitted to attend the field trip.**

Students will be transported in our company vans to and from the field trip location each week. If your child needs a booster or car seat, please bring that into the center at drop-off on their designated field trip days so that we can label and install those seats in our vans. Each student is expected to always wear their seatbelt properly when riding in our vans.

No eating or drinking is permitted on our vans at any time. **Failure to properly wear their seatbelt and/or consuming food or drink in the van may result in loss of transportation privileges, and they will only be permitted to attend field trips with a parent chaperone and parental transportation.**

Important Information Regarding Academic Activities

Academics are at the heart of every program we offer at FUNdamental Minds, and as such we will provide instructional time Monday-Thursday from 10am-12pm for our students. Upon successful registration in our camp, we will ask for input regarding your child's academic progress in the 2023-2024 school year so that we can identify the area(s) in which they need support or enrichment. Our certified teachers will utilize this information to prepare ELA, Math, and Writing activities for your student to complete during our instructional time each day. **Please discuss with your student prior to them attending camp that they will be expected to complete learning activities during the specified time to avoid any frustration toward our teachers from our students.**

Important Information Regarding Behavior

To maintain a positive and inclusive atmosphere for our students, we expect that all participants in our program will always treat our students and staff with kindness and respect. Foul language, inappropriate jokes, and disrespectful words and/or actions toward our staff or students will not be tolerated. If we have a behavior concern with your child, you will receive a phone call from our staff, and we will ask you to address this concern with your child over the phone. If the poor behavior continues after a phone call is made, we will call you again to come and pick up your child immediately.

We have a zero-tolerance policy for intentional physical harm. If your child hits, slaps, scratches, punches, pulls hair, bites, spits on, or kicks another student, you will be called and expected to pick up your student immediately. In the event we have a student who repeatedly exhibits poor behavior that jeopardizes the safety and/or camp enjoyment of our students and/or staff, we reserve the right to dismiss that student from our program entirely.

No refunds will be given for students who miss out on camp activities due to poor behavior that leads to early pick-up or dismissal from the program. Students who are pre-registered for a camp week, but are dismissed from our program due to unacceptable behavior, will be eligible for a 50% refund of future tuition.

Important Information Regarding Children with Health Concerns/Allergies & Sick Policy

The safety of our students is our number one priority. If your student has any medical concerns and/or allergies (environmental or food), **you must include that information on your registration form.** Our staff is trained in CPR and First Aid, including training on using EpiPens. We are also a peanut-free facility and have designated tables for students with allergies to eat at during lunch time for added precaution.

While we have procedures in place to ensure the safety of our students, **if your child has any severe allergies or medical concerns we feel cannot be accommodated at our camp, we reserve the right to deny acceptance into our program.**

Students demonstrating any symptoms of illness should be kept at home. Our staff is trained to treat basic first aid, but we will not administer any sort of medication to our students. If your child wakes up and needs any kind of medication at home to treat symptoms of illness, please do not send them to our camp that day for the safety of our students and staff. If a student demonstrates signs of illness while at camp, the student will be separated from the group and made comfortable in a separate room. We will contact those listed as emergency contacts to arrange for immediate pickup of that child. Students must be fever-free for 24 hours before they are allowed to return to camp, and some illnesses may require a doctor's note for re-admittance at the discretion of the Director. **There are no refunds for days missed due to illness.**

Device Policy

To protect the safety of our students, we will not allow students to use personal devices at our center to access online games, videos, music, and/or social media platforms. Students who bring a cell phone with them to the center will be asked to leave their phones in their bags/cubbies so they are not used to access any media outlets.

Notice of Photography/Video Permission

We have a lot of interest in our programs, and we love highlighting the FUN-tastic events and activities our students engage in! Students enrolled in our program will occasionally be photographed and/or recorded for marketing purposes. These images and videos will be posted on our social media accounts, but will never include personal student identifiers such as their name.

Please review the above policies with your child(ren) attending camp. By signing below, you acknowledge and agree to the policies set forth for our Summer Enrichment Camp.

Child's Name (please print): _____

Parent Name (please print): _____

Parent Signature: _____

Date: _____