

CHALLENGE 2010

Letter to Parents

Please read these instructions carefully and retain this letter for reference.

1. NEW STUDENT ORIENTATION:

All new students to our Challenge program are invited to an **orientation on Tuesday, June 22nd at 4:30 pm at the William E. Cottle School (2 Siwanoy Boulevard, Eastchester, NY 10707.)** We will assemble in the auditorium. The purpose of this meeting is to familiarize the students with the camp and the location of their activities.

2. CAMP FORMS:

Health History and Examination Form must be signed by the Physician and parent or guardian of each child. Legal Terms and Conditions of Enrollment Form and Camper Release Form must be signed by parent or guardian. All Forms are due no later than June 1, 2010.

3. DROP-OFF IN THE MORNING AT 9:00 am (PICK-UP AT 12 NOON FOR 1/2 DAY STUDENTS).

Please drop your child at the **Main Entrance of the William E. Cottle School**. Instructors and counselors will be waiting to greet your child. Pre-schoolers should be taken directly to their classroom each day, and picked up there as well as after class at the Cottle School. If you arrive at camp after 9:00 am, please park, sign in with our security guard and bring your child directly to their class. If you have any questions, our main office is located on the first floor.

Afternoon Challenge only: Please drop your child at the **Main Entrance of the William E. Cottle School** at 1:00 pm. Our security guard and Challenge staff will be waiting to sign in and greet your child.

4. DISMISSAL IN THE AFTERNOONS AT 4:05 pm

All buses will be loaded and dismissed FIRST. **For safety and supervision of all campers, please DO NOT arrive before 4:00 pm to pick up your children by car or foot.** Pick-up point will be the same as drop-off. If you are delayed, please notify the office.

5. ABSENTEES, PICK-UP BY PEOPLE OTHER THAN PARENTS:

If your child will be leaving camp early **you must sign out in the Main Office** located on the first floor. **If you child will be absent the entire day, please call our office at 8:30 am at (914) 337-5376 ext 1559 to notify us.**

If you have to contact us before or after camp hours in an emergency, you may **call the Director's home office at (914) 779-6024.**

*If your child will be picked up by someone other than yourself, we **MUST** have instructions in writing notifying us. For last minute arrangements, this permission may be faxed to us at (914)337-3072.

6. LUNCH:

Lunch will be served in the Cafeteria from 12:00 - 1:00 pm. Your luncheon menu, prepared by **Flik Food Service**, is included in this packet. Please inform the Director (by June 1st) in writing of any severe food allergies or dietary restrictions your child may have so that we may ensure their safety. Kosher lunch is available for an additional fee of \$105.00/session 1, \$90.00/session 2 or \$195.00/session 1 & 2.

7. PROGRAM:

Parents may request course changes within the first three days of a camp session. Appropriate changes will be made at the discretion of the Director.

8. STAFF:

Marcy Geisser-Wolf & Laura Gillings, Assistant Directors, will be available in the office to assist you. **Joseph Fields** is the **Director of the Afternoon Challenge**. **Brenda Guy**, R.N. and **Berenice Miller**, R.N. are our **Camp Nurses** and can be contacted at **(914) 337-5376 ext. 1282**. Parents will be notified immediately by the camp nurse if your child is injured or ill beyond a minor cut, scrape or abrasion. Please make sure your child's health form contains correct home/work phone numbers and emergency contacts (other than parents).

9. CAMP T-SHIRTS:

Camp T-shirts will be distributed on picture day AT CAMP. All students are required to wear their **Challenge 2010** shirts for our group pictures. Additional T-shirts may be purchased for \$10.00 and are subject to availability. Proceeds will go to our **Scholarship Fund**.

10. PICTURE DAY:

A professional photographer will take group pictures on Wednesday, **July 7th** (Session 1) and Wednesday, **July 28th** (Session 2). All campers will receive and wear their **Challenge T-shirt** on **Picture Day**. Each camper will be presented with a picture of their morning class at the end of the session.

11. OPEN HOUSE ON THE LAST DAY OF EACH SESSION, FRIDAY, JULY 23 (SESSION 1)

(9:45 am-11:15 am) and FRIDAY, AUGUST 13 (SESSION 2) (9:45 am-11:15 am)

Brunch served at 9:00 am in the Cafeteria. Please plan to attend our **Morning Open House** on the final day of each session. This is an exciting and memorable event for your child. During your visit the accomplishments of the children will be highlighted.

12. LOST AND FOUND:

We will keep all lost and found items in a marked box in the camp lobby. **Please label all sports equipment, hats, jackets, cameras, musical instruments and games with your child's name**. We will keep these items here until the end of the camp session. At the conclusion of Challenge all remaining lost and found items will be donated.

13. SPECIAL NEEDS:

Please inform the Director in writing of any condition, physical, emotional or behavioral, which may affect your child in class, and of which we should be aware. Every care will be taken to address the individual needs of our campers.

14. SECURITY:

Laura Allen, our Security Guard, is on premises throughout the day. Please sign in with her upon arrival and departure. Our staff is instructed to question any person on camp grounds who is not part of the Challenge Camp. Persons who are guests of the camp are asked to register at the security desk and wear numbered guest or visitor badges. The badges are to be returned at the end of the visit.

15. CAR POOL:

Call Carole Berman (914) 779-6024 for assistance in coordinating car pool arrangements.

16. TRANSPORTATION:

Bus service for Westchester and New York City will be provided by **Mar-Can Transportation Co, Inc**. Complete and return transportation forms to confirm a seat for your child(ren.)

Thank you for your cooperation. Feel free to call with any questions you may have. We all look forward to another wonderful, fun-filled summer at Challenge!

CAROLE B. BERMAN, Executive Director

TERMS AND CONDITIONS OF ENROLLMENT FOR CHALLENGE

- 1. Rules and Regulations:** The Camper ("Camper") and Parent(s) ("Parent") agree to abide by all of the rules and regulations established by the Gifted and Talented Development Center, Inc. dba Challenge Camp ("Camp"), including, without limitations, those relating to enrollment and withdrawal of campers.
- 2. Dismissal of Camper:** The camp reserves the right to dismiss, in its sole discretion, any Camper whose condition, conduct, influence or behavior is deemed unsatisfactory or detrimental to the best interest of the Camp or his fellow campers or who violated camp rules and regulations, in which case no refunds will be made.
- 3. Medical Care: A Challenge Medical Form must be completed and submitted to us by May 1, 2010.** In the event of an emergency, Parent grants Camp permission to utilize medical treatment on or off Camp grounds should Director deem such treatment necessary for Camper's health. **No child will be permitted to start camp without the completed medical form in the camp office.**
- 4. Permission** is given for my child to participate in all camp-related activities.
- 5. Images, Etc.:** Permission is hereby given for Camp to use in promoting the Camp and in other ventures directly relating to the Camp their photographs, video and audio images or likenesses and statements, articles, names, music, art, photographs, audio recordings, internet, CD/DVD, films and videos created by Camper and originating from Camp or from a Camp-related activity.
- 6. Belongings:** Camp is not responsible to Camper's belongings or equipment while in transit or at Camp. It is highly recommended that campers DO NOT BRING valuable items such as jewelry, cameras, Gameboys and Ipods to camp. Cell phones, Ipods and video games ARE NOT PERMITTED at camp.
- 7. Disputes:** All claims or disputes arising from or related to this Agreement shall be brought and maintained in the courts of the State of New York, and Parent expressly submits to the jurisdiction of such courts. Any individual bringing legal action against Camp, which action is decided in favor of Camp will be responsible for all legal fees, court costs and out-of-pocket expenses of Camp, its owners and employees.
- 8. Personal Property Regulations:** The Camp prohibits the possession or use of alcohol, drugs, animals or weapons on Camp grounds. Sports equipment labeled with campers name will be stored in designated bins located in the gymnasium.

BUSINESS POLICIES

- 1. Tuition and Refunds:** It is understood that no part of the tuition fee or deposit will be refunded after April 1, 2010. In the event a child withdraws prior to April 1, any refund will be subject to an administrative charge of \$100.00 per child. There is no refund for any money paid after April 1, 2010.
- 2. Collection Costs:** If fees are not paid in full by Parent or Camper, Parent will be liable for all costs of collection including attorney's fees.

Camper Name _____

Parent or Guardian's Signature _____ **Date** _____

The parent or guardian who signs this enrollment form represents that he/she has full authority to do so and verifies that he/she has read and understands all the terms and conditions of the enrollment as outlined on this agreement. The signer acknowledges that he/she is also acting as agent of the other parent with authority to enroll the child and to execute the agreement on his or her behalf.