**Summer Camp Program**

**Policies and Procedures**

Mango’s Place Summer Camp Program is for children ages 3 through 7 years of age. Our Summer Camp is a play-based program that emphasizes and explores a weekly theme. Children will get the opportunity to play, explore and learn throughout the summer.

**Membership:** Every child enrolled in the Summer Camp program must be a member of Mango’s Place. Prior to Summer Camp, **parents must provide the following documentation and fees:**

1) Enrollment and Health Information Form

2) Mango’s & Summer Camp Policies and Procedure Agreement Forms

3) Medical Statement Form

4) A yearly membership fee. Membership fees are non-refundable.

5) A $50.00 non-refundable deposit to hold your child’s spot in the chosen weeks. A $50 credit will be added to your child’s first week of camp.

**Potty Training Requirements:** Your child should be well on their way to being fully potty trained.

* Come to class wearing underwear or pull-ups with the tabs.
* Capable of asking for assistance whey they need to potty.

**Arrival and Pick-up:** Your child’s classroom door will open five minutes prior to the class start time, and you will have a five-minute grace period for picking up at the end of the class. (Past the five-minute grace period your child will move to our Mango classroom. You will need to go to the front desk to pick up your child and pay the hourly rate). If you need additional time prior or after summer programs, please make a reservation in our Mango’s classroom. Visit our website for more information about our flexible scheduling.

**Absenteeism:** In any event that your child will be tardy or absent from class, please call Mango’s Place by 8:45am the morning of. Make-up days are not available for anytime that your child missed.

**Payment:** *Tuition is due before the start of each summer camp session. (Ex: Week one of camp tuition is due prior to the 9am start time of camp)* If your payment is not received by the first day, your child will be ineligible to start camp that week. Any paid summer camp fees are **nonrefundable.** There is a $50 deposit to reserve any weeks of camp you’d like your child to participate in. The $50 deposit will be credited to the first week of summer camp that each child is signed up for. The deposit is **nonrefundable** if a child pulls out of the program prior to the completion of their first week of camp.

**X \_\_\_\_\_\_\_**

**I have reviewed and received a copy of Mango’s Place Summer Camp Policies and Procedures.**

**Parent/Guardian signature**

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