



## 2024 School Age Summer Camp

Dear Schoolager Former Families:

As you prepare to make your plans for the summer, I hope you consider enrolling your child in Reston Children's Center's School Age Summer Camp Program.

### Summer Camp Registration Dates:

- In- House Families: Monday, January 29th, through Friday, February 2nd.
  - **Former Families: Monday, February 05th, through Friday, February 9th.**
  - Community: Monday, February 12th.
- Registration Packet: Application Form and Enrollment Forms will be sent online with Acrobat DocuSign to the primary email address.

If you would like to enroll your child in any summer camp week, please complete, sign and submit the registration packet as soon as you receive the email. **You will be charged a non-refundable deposit of \$ 100 per week of camp requested.** This fee will show up in your next statement and your account must be paid in full by the next billing cycle to maintain your space on the list for each week applied. The remaining weekly balance will be billed at the beginning of each month.

Please be aware that summer camp spaces are limited and available on a first-come, first-served basis. Please contact us if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Terri Green", written in a cursive style.

Terri Green  
Executive Director

## RESTON CHILDREN'S CENTER SUMMER CAMP REGISTRATION GUIDELINES

Please remember that to enroll in the Summer Camp Program:

- 1- Your RCC account must not have a past-due balance.**
- 2- All summer camp paperwork must be submitted along with the application, fees will be charged directly to your account.
- 3- RCC will ask for a current VA Health Form if needed.

**RCC Summer Camp operating hours will be from 7am to 4:30, and with extended summer camp care from 4:30 to 6pm.**

### SUMMER CAMP DEPOSITS AND FEES

- For families who have previously been a member of RCC, a \$50 Summer Membership Fee per family will be charge in your account.
- **You will be charged a non-refundable deposit of \$ 100 per week of camp requested.** This fee will show up in your next statement and your account must be paid in full by the next billing cycle to maintain your space on the list for each week applied. The remaining weekly balance will be billed at the beginning of each month. (July & August weeks will be charge in July Statement)

Summer Camp Weeks	Total Weekly Fee	Weekly Deposit Fee	Remaining Weekly Balance
Weeks 1,2,4-8 (7am - 6pm)	<b>\$438</b>	<b>\$100</b>	<b>\$338</b>
Week 3 & 9 (3/days, 7am-6pm)	<b>\$265</b>	<b>\$100</b>	<b>\$165</b>
Weeks 1,2,4-8 (7am - 4:30pm)	<b>\$390</b>	<b>\$100</b>	<b>\$290</b>
Week 3 & 9 (3/days, 7am-4:30pm)	<b>\$234</b>	<b>\$100</b>	<b>\$134</b>

**- In the Summer Camp Application, please check every WK per week you need and if you need your child to stay longer than 4:30pm, please check the AC (after school) BOX**

- **The June Statement will have charges for June weeks confirmed. The July Statement will have charges for July and August weeks confirmed.**
- If you drop a **confirmed** week, the **\$100** deposit is non-refundable.
- If you drop a waitlisted week, the **\$100** deposit will be credited to your account.
- If RCC cannot confirm your child for a requested week, your child will be placed on a waitlist for that particular week and the deposit fee will be deposited into your RCC account to go towards tuition.
- If your child is not confirmed for a single week of summer camp, your deposit check will be returned to you.

## **SUMMER CAMP WITHDRAWAL POLICY**

Families must notify RCC **in writing by April 26<sup>th</sup>** if a child is **being withdrawn from any reserved week** of the summer camp program.

- Families who sent proper drop notification of *confirmed* weeks by FRIDAY APRIL 26<sup>th</sup> **will forfeit the \$100/week deposit(s) but are not responsible for the weeks' tuition.**
- After **APRIL 26**, families are responsible for **100% of the tuition for ALL confirmed weeks. No more drop requests will be processed.**
- Families who have at least *one confirmed week* will receive the \$100/week deposit(s) from each waitlisted week they fail to get confirmed as a credit on their RCC account to be put towards future charges.

**If written notification is not received by April 26<sup>th</sup>, the families must pay 100% of the tuition for each week reserved whether the child attends the summer camp program or not.**

Please note that **switching weeks is not available**. If you drop one week and request another week, the new request will be processed as an additional week.

## **LATE REGISTRATION**

Families that register for the summer camp program after April 26<sup>th</sup> must pay 100% of the tuition for each week enrolled whether the child attends the summer camp program or not.

## **ADDITIONAL FEES**

- For current members of RCC including School Out Program, no additional Membership Fees are due.
- **For families who have previously been a member of RCC, a \$50 Summer Membership Fee per family will be charge in your account.**
- For families who have never been a member of RCC, a \$ 100 that includes non-refundable processing summer application and membership fees **per family** must also accompany the application(s).
- **Late pickup fee is \$3/minute past 4:30pm if you haven't registered for after care. Late pickup with extended care if you haven't picked up past 6:00pm. Fee will be \$5/minute after the first late pick up following \$5 each time.**

## **SUMMER CAMP ENROLLMENT CONFIRMATION**

You will receive confirmation of the weeks you have reserved or notification that your child has been placed on a waitlist. All notifications will be sent via email.

## **SUMMER CAMP GROUP PLACEMENT**

Summer Camp Group and Counselor Placement Information will be sent via email to the parents and posted on RCC's Parent Corner website by Friday, June 14<sup>th</sup>, 2024.

## **EQUIPMENT**

Each camper will need a water bottle, backpack, swimsuit, towel and a change of clothes, all labeled with the child's name. **RCC blue camp shirts must be worn daily and are available for \$14.00. Send an email to Mr. Ryan or Mr. Andrew to order yours.**

Registered campers who have never attended RCC summer camp will be entitled to one free RCC camp t-shirt.

## **FORMS**

Each child **MUST** have all the enrollment forms on file before the first day of the camp session for your camper to participate in camp activities.

## **GREAT FOOD**

Healthy foods will be provided for breakfast, lunch, and snacks. Weekly menus will be sent in advance attached to the newsletter. The weekly menus are also available in RCC's Parent Corner/ Menus and Procure.

## **WEEKLY SCHEDULE**

The weekly schedule of activities will be sent via email via Procure. This information will also be available in RCC's Parent Corner /Home/ Summer Camp Program Information.

## **ABOUT RESTON CHILDREN'S CENTER COOP REQUIREMENT**

RCC is a NSACA and NAEYC accredited, non-profit, and parent-owned cooperative. Each family with a child registered at RCC is responsible for working **2 parent hours independently of the number of weeks your child is enrolled in the Center. Uncompleted parent hours are charged at the rate of \$50/hour.**