

2020 NOVI SUMMER CAMP FAQ

- **What time are you open?** Our hours are 7:00 am-6:00 pm Monday-Friday.
- **Location this year:** Novi Meadows 5th Grade House 25549 Taft Rd Please enter through door number 2. Door number 2 faces Taft Rd.
- **Fees:** The registration fee is \$100.00 per child and the daily rate is \$48.00 per child.
- **Registrations:** Child Information Records/Registrations accepted March 11th-June 12th for children residing in the Novi School District Boundaries. Out of District families may begin registering April 15th. Will not accept registrations after June 12th for the first week camp.
- **Program could be filled before June 12th**
- **SPACE IS LIMITED**
- **Must schedule at least two days a week when attending**
- **Checks payable to:** Novi Community Education/Credit Cards are also accepted.
- **Do you provide lunch? No lunches are provided.** Please pack a nut-free lunch daily as well as a beverage for both snacks and lunch.
- **Do you provide snacks?** A mid-morning snack and an afternoon snack will be provided. **If your child has a large appetite or has a special dietary need we request that you bring snacks from home.** A water bottle with your child's name on it should be sent daily.
- **Does my child need sunscreen?** Yes, we ask that you provide a bottle of sunscreen with your child's name on it. Permission slip must be signed and on file.
- **Is there a refrigerator or microwave available for my child's packed lunch?** No, we will not be able to provide a microwave or refrigerator.
- **What is your dress code?** We ask that children come with play clothes with shoes and socks. Please refrain from flip flops/sandals as the children will be playing outside and they are more likely to fall and get hurt.
- **Do I need to sign my child in and out of the Summer Camp daily?** Our policy requires that children must be signed in and out of the program by a parent or other person listed on the Registration sheet.
- **Field Trip Information:**
 1. Children must wear their camp T-shirt on field trip days.
 2. Dropping off or picking up children from a field trip location will be prohibited.
 3. All field trip information will be forthcoming from your child's leader. **Please make sure to check the Parent Table outside of the room.**
 4. Children must be here at the designated time on field trip days. As we adhere to a schedule, we will not be able to wait for any children. ***Credits will not be given to families that have missed the scheduled field trip.***
 5. On field trip days, no staff will be left behind at the school.
 6. If your child cannot go on the designated field trip please do not schedule him/her for that day.

7. Additionally, if you have an event/appointment scheduled for your child on a field trip day you may want to consider not scheduling that day. Due to traffic conditions, road construction, etc. we cannot guarantee our arrival time back at school.
- **Schedules: IMPORTANT:** Registration paperwork, first week schedules and payment are due no later than June 12th. SPACE IS LIMITED. Forms will be available at the Early Childhood Education Center, online at the Community Education page and at the CARE sites.
 - Initial registration will be processed by the CARE staff and your account will be activated. Thereafter, you will be able to schedule on line by Wednesday of each week for the following week. Schedules received after Wednesday will need to be entered by the Summer Coordinator and will be accepted based on availability. We can only accept written schedules with payment.
 - **Schedule Changes:** We cannot accept schedule drops or day switching. We may be able to take add-ons (\$5 fee will be charged) provided we have adequate staffing.
 - **Late Fees:** The following late pickup fees will apply: 6:01pm-6:15pm-\$20; 6:16pm-6:30pm-\$40; 6:31pm-6:45pm-\$50; 6:46pm-7:00pm-\$60. The time used will be from the room clock. After 7:00pm, if parents cannot be contacted, the Novi Police will be called. Excessive (3) late arrival after 6:00 pm will result in termination from the summer program.

Can my child take medication while in Summer Camp? Yes, if your child will need a prescribed medication, (i.e. inhaler; Epi-Pen, Ritalin, etc.) the district's "Authorization for Medication" form must be signed by your doctor and sent to our office. You may pick up the form at your school office or download it from our District website. Get a copy from your school office. Your medication must be in the original prescription container or it will not be accepted. (NO EXCEPTIONS).