

**Olympia
Community
School**
Where a Love of Learning Grows

OCS Summer Camp 2019 Registration Contract

Welcome to Olympia Community School! Please sign and return this contract, along with your non-refundable registration fee of \$25.00 per child (maximum \$50 per family). Please make checks out to Olympia Community School.

This contract includes your tuition plan for the 2019 summer camp.

Enclosed the \$25 registration fee for the student(s) listed below:

Name of Child(ren): _____

Tuition Payment Plan

Parent or guardian agrees to pay Olympia Community School in accordance with the option checked below:

****Payment options: Indicate below which payment plan you prefer.****

Register for the entire 9 week Summer Program (June 26 - August 23) by May 15th at a discounted rate. Payments can be made in two installments with 50% due by May 15th and the remainder due by June 1. For OCS enrolled families sign up for the entire summer and receive 25% off the OCS-only week. The square account is set up to accept online payment.

Enrolling for June camp, payment due by May 15, 2019.

Enrolling for July camps, payment due by June 1, 2019.

Enrolling for August camps, payment due by July 1, 2019.

Tuition will not be prorated due to absences or holidays.

Parent Initials _____ Date _____

Schedule & Tuition Agreement

June Camp

Weekly Rate Only

June Weeks	1 Day	2 Day	3 Day	4 Day	FT	Cost
Week 1 (June 24 th - 28 th)						
Total Due May 1						

July Camp

Weekly Rate Monthly Rate

July Weeks	1 Day	2 Day	3 Day	4 Day	FT	Cost
Week 1 (July 1 nd - 5 th)						
Week 2 (July 8 th - 12 th)						
Week 3 (July 15 th - 19 st)						
Week 4 (July 22 rd - 26 th)						
Total Due June 1						

August Camp

Weekly Rate Monthly Rate

August Weeks	1 Day	2 Day	3 Day	4 Day	FT	Cost
Week 1 (July 29 th - Aug 2 rd)						
Week 2 (Aug 5 th - 9 th)						
Week 3 (Aug 12 th - 16 th)						
Week 4 (Aug 19 th - 23)						
OCS Students ONLY						
Week 5 (Aug 26 th - 30 st)						
Total Due July 1						

Parent Initials _____ Date _____

How to pay your tuition

Your first tuition payment is due May 1st. Payment must be received on time to continue to reserve your child's place. You are welcome and even encouraged to pay extra at any time.

OCS uses email invoices to keep track of your tuition balance. A late fee of \$20.00 will be assessed for payments more than fifteen (15) days past due. You cannot choose to make payments less than the scheduled amount due.

1. You may pay online via automatic bank withdrawal through your invoice.
2. Pay by mail with a check to **PO Box 12436, Olympia WA 98508**. Please note this address is different from our physical address.
3. Deposit check or cash into the green treasurer's box in the school office. Make sure you note the child's name and CAMP on your payment.

Early Withdrawal

The undersigned parent/guardian must submit written notification of withdrawal or cancellation to the Camp Coordinator. In the event of withdrawal, cancellation or dismissal, one of the following will apply:

- If registering for whole summer, the initial 50% down-payment is non-refundable once paid.
- Withdrawal thirty (30) days or more before payment is due (May 1st, June 1st, July 1st) – No early withdrawal penalty.
- Withdrawal fifteen (15) days or more before the beginning of camp, parent or guardian shall be responsible for 50% of tuition.
- Withdrawal fourteen (14) days or less before the beginning of camp, parent or guardian shall be responsible for 100% of tuition.

Failure to Maintain Terms of Contract/Late payments

A \$20.00 late fee will be charged if a scheduled tuition payment is not received by the due date, and a 1% per month finance charge will be assessed on any payments more than one month past due.

If a family cannot maintain the payment schedule agreed to in their Registration Contract, they must submit in writing to the Executive Committee of the Board of Directors, a revised payment schedule for the rest of the summer, with all tuition paid by August 15th. If the Executive Board and the family agree to a new payment schedule before any payments are late, late fees will not be assessed.

If tuition payments are more than thirty days past due, the parent(s) are required to meet with the Executive Committee of the Board of Directors in a confidential, closed session to discuss the problem and develop a contract to bring tuition payments up to date. A student may be disenrolled if payment has not been received within one week prior to the start of camp.

The Executive Committee reserves the right to turn delinquent accounts over to a collection agency in any case where tuition payments are more than ninety days past due. In addition to late fees and interest, parents will be required to pay for fees charged to the Olympia Community School for use of services from the collection agency, and any other expenses incurred in the attempt to collect the balance of tuition.

Any modification of these terms must be detailed in writing, signed by both of the child's parent(s) and

the Camp Coordinator, and approved by the Executive Committee of the Board of Directors.

Family Responsibilities

As a community, we work together to offer our children a unique and nurturing educational experience. To provide this, all families participate in a variety of ways. The following are Olympia Community School's expectations of families. Please initial by each section.

_____ I agree to abide by the OCS policies and procedures as outlined in the OCS Parent Handbook. Digital copy available upon request.

_____ I agree that my child and our family will abide by the OCS school agreements. Failure to abide by the agreements may result in expulsion from camp.

_____ In the event I am called to pick up my child, I agree to do so within thirty (30) minutes of contact from OCS staff.

_____ I agree to respect the schedules of OCS staff by arriving on time for drop off and pick up. If a child is not picked up by 3:10pm, I understand I will be charged a \$10 late fee. Plus \$5 each additional 30 minutes after 3:30pm, up to a maximum of \$20.

By signing below and initialing the previous pages, you are indicating that you have read and understand all the terms and conditions outlined in this contract; including but not limited to the release and waiver, the tuition payment schedule and late fees, of this Registration Contract. You also certify all information provided in this form is true and complete.

Signature Parent/Guardian _____

Name Parent/Guardian _____

Address _____

City _____ State _____ ZIP _____

Please make a copy of this contract for your files.

All pages of this contract and your registration fee, payable to "Olympia Community School", should be mailed to the address below, or placed in the Camp Coordinator's mailbox at school.

**Olympia Community School
P.O. Box 12436, Olympia, WA 98508-2436**

Office Use Only

Accepted by

Date

Payment

Checked



OCS Summer Camp Price Sheet

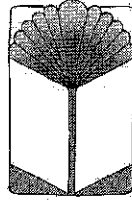
OCS is proud to offer summer camp! Camp is open to children who are between 4-10 years old during the 2019-2020 school year. Children must be 4 years old by June 1, 2019.

Camp will be offered all Summer, from June 24th through August 23rd. Please note: The last week of Summer, August 26th through 30th, is reserved for enrolled OCS students only. Camp runs daily from 7:30am to 5:30pm, with camp activities beginning at 9:00am. Pick up is at 3:00pm. If a child is not picked up by 3:10pm, you will be charged a \$10 late fee, plus \$5 each additional 30 minutes after 3:30pm, up to a maximum of \$20.

We have customizable enrollment options available, including daily rates, 3-day and full time weekly and monthly rates. There is no minimum enrollment required. Plans can be completely customized to meet your needs!

There is a \$25 non-refundable registration fee per child (maximum \$50 per family) due with the registration contract. You must select the desired timeframe, weeks you will attend and the days each week.

Summer Camp Rates						
	Weekly Rate		Monthly Rate		Whole Summer Rate (Registration due by April 15th)	
	Daily	Full-time	3-day	Full-time	3-day	Full-time
9:00-3:00	50	225	550	850	1215	1800
7:30-5:30	70	325	800	1250	1755	2700



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**OCS Summer Camp
Liability & Media Waiver**

I, _____, the parent/guardian of _____ understand that I am responsible to sign my child(ren) in and out each day. I will notify the instructor in writing if any special arrangements for transportation are being made (i.e. carpools or someone other than myself is transporting and signing in/out my child.)

WAIVER FOR PARTICIPANT

In consideration for the OCS Summer Camp accepting my child(ren)'s entry into this program, I personally, and on behalf of my child, assume all risks and hazards incidental to the conduct of this activity. I am aware the club or any of its sponsoring agencies will not provide any medical or accident coverage. I further release, absolve and waive any right to bring a claim, action suit, or other proceeding against the OCS Summer Camp; the organizers and sponsors of the program; or instructors of the program for damages due to any injuries suffered as a result of participation. I understand it is my responsibility as the parent/guardian to provide total coverage for any accidents or health problems.

I hereby give my permission for _____ to participate in the activities offered by the OCS Summer Camp. My signature reflects my knowledge of my own liability as my child's parent/guardian.

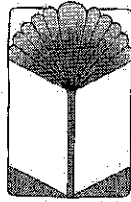
MEDIA RELEASE

I hereby authorize Olympia Community School and its employees and volunteers (hereafter referred to as "OCS") to: a) Record my child(ren)s likeness and voice on a video, audio, photographic, digital, electronic, or any other medium; and b) Use, reproduce, exhibit or distribute in any medium (e.g., print publications, video tapes, CD-ROM, Internet/WWW, social media) these recordings for any purpose that OCS deems appropriate, including promotional or advertising efforts. I release OCS from liability for any violation of any personal or proprietary right I may have in connection with such use. I understand that all such recordings, in whatever medium, shall remain property of the Olympia Community School. I have read and fully understand the terms of this release. **Yes** _____ **No** _____

If you do not agree with the above use of your child's likeness, please describe what use, if any, is acceptable.

Parent/Guardian Signature

Date



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**OCS Summer Camp
Emergency Medical Form**

Student Name _____ Birth Date _____
Parent/Guardian Name _____ Phone _____
Parent/Guardian Name _____ Phone _____
Home Address _____

EMERGENCY CONTACTS:

Name _____ Phone _____
Name _____ Phone _____
Name _____ Phone _____

Preferred Hospital _____
Preferred Physician _____ Phone _____
Alternate Physician _____ Phone _____

Name of Insurance Company: _____
Policy Number: _____

MEDICAL INFORMATION

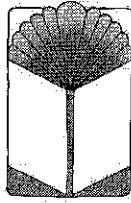
Please list any special health problems, allergies, special diets or medication for your child(ren).

MEDICAL RELEASE

I, _____, the parent/guardian of _____,
authorize and consent to medical treatment and procedures deemed immediately necessary and advisable by
emergency medical personnel to safeguard my child's health if I cannot be contacted.
I agree to be financially responsible for all expenses incurred for the treatment, including an ambulance if
necessary, under the circumstances described above.

Parent/Guardian Signature

Date



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OCS Summer Camp Student Release Form

Child's Name(s) _____

I, _____, authorize the following person(s) to escort my child(ren) from the Olympia Community School Summer Camp.

Name	Phone Number	Relationship to Child

Parent/Guardian Signature

Date

Olympia Community School Summer Camp Schedule

Child's Name(s): _____

Please select the days and weeks you would like to enroll your child(ren) in Summer Camp. Also include before/aftercare needs.

	Monday	Tuesday	Wednesday	Thursday	Friday
	24-Jul	25-Jul	26-Jul	27-Jul	28-Jul
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	1-Jul	2-Jul	3-Jul	7/4	5-Jul
Before				Closed	
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	8-Jul	9-Jul	10-Jul	11-Jul	12-Jul
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	15-Jul	16-Jul	17-Jul	18-Jul	19-Jul
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	22-Jul	23-Jul	24-Jul	25-Jul	26-Jul
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	29-Jul	30-Jul	31-Jul	1-Aug	2-Aug
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	5-Aug	6-Aug	7-Aug	8-Aug	9-Aug
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	12-Aug	13-Aug	14-Aug	15-Aug	16-Aug
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	19-Aug	20-Aug	21-Aug	22-Aug	23-Aug
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday

	Monday	Tuesday	Wednesday	Thursday	Friday

Olympia Community School Summer Camp Schedule

Child's Name(s): _____

Please select the days and weeks you would like to enroll your child(ren) in Summer Camp. Also include before/aftercare needs.

	Monday	Tuesday	Wednesday	Thursday	Friday
	23-Jul	24-Jul	25-Jul	26-Jul	27-Jul
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	18-Jun	19-Jun	20-Jun	21-Jun	22-Jun
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	25-Jun	26-Jun	27-Jun	28-Jun	29-Jun
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	2-Jul	3-Jul	4-Jul	5-Jul	6-Jul
Before					
9-3:00			Closed		
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	9-Jul	10-Jul	11-Jul	12-Jul	13-Jul
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	16-Jul	18-Jul	18-Jul	20-Jul	21-Jul
Before					
9-3:00					
After					

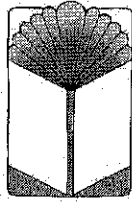
	Monday	Tuesday	Wednesday	Thursday	Friday
	30-Jul	31-Jul	1-Aug	2-Aug	3-Aug
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	6-Aug	7-Aug	8-Aug	9-Aug	10-Aug
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	13-Aug	14-Aug	15-Aug	16-Aug	17-Aug
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	20-Aug	21-Aug	22-Aug	23-Aug	24-Aug
Before					
9-3:00					
After					

	Monday	Tuesday	Wednesday	Thursday	Friday
	27-Aug	28-Aug	29-Aug	30-Aug	31-Aug
Before					
9-3:00					
After					



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OCS Summer Camp Contact Information Form

Email is our primary communication tool. We will use the email addresses you provide to contact you with emergency information, as well as news from Summer Camp. You will be placed on the Summer Camp email list. Please ensure that emails from our school do not get placed into your spam/bulk mail folder or are filtered by your provider.

Student Information

Student #1 (LAST, FIRST, MIDDLE)	Preferred Name	Grade in Fall '18
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Student #2 (LAST, FIRST, MIDDLE)	Preferred Name	Grade in Fall '18
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Student's Home Address	City	State	Zip Code
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Student's Home Phone Number

Parent Information

Parent #1 (LAST, FIRST, MIDDLE)	Preferred Name
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Parent #1 Email	Cell Phone Number
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Parent #1 Occupation/Position	Business Name	Business Phone Number
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Parent #2 (LAST, FIRST, MIDDLE)	Preferred Name
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Parent #2 Email	Cell Phone Number
-----------------	-------------------

Parent #2 Occupation/Position	Business Name	Business Phone Number
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Extended Family

Please add any other email addresses you'd like to include on the OCS email lists.
