

Montessori Children's House of Durham Summer Camp 2010

Join us this year for loads of good 'ole summertime fun! We'll explore the many wonders of water, examine how we can help clean up the Earth, and try our hand at particular artistic styles. We'll investigate dragon lore, insects both great and small, and discover life in a coral reef. We'll read lots of stories every week, but take a closer look at fables—old and new.

These themed activities will be only a small part of the camp experience. We'll take plenty of time to play outdoors *and* indoors, engaging in water play, movement, music, and story time. We will tend our gardens, discover nature, and build relationships on a daily basis.

Our staff are committed to providing children with fun, enriching, and varied activities within a safe, diverse, and peaceful home-like environment. All staff are trained in CPR and First Aid, and experienced in working with children ages 3-6. These creative and nurturing Instructors model the Montessori philosophy of grace, courtesy, care, and respect.

Little House practices clear, gentle, yet firm discipline. Instructors encourage and model the use of words to express feelings and to facilitate problem solving. Children are taught how to carry out their responsibilities for resolving conflict appropriately.

Especially for younger children, we suggest multiple weeks of camp to provide consistency of venue, rules, and schedules. If you are newly enrolled at MCHD for the upcoming academic year, our camps are a great way to orient your child(ren) to our campus, as we will often visit the school's other playgrounds and gardens. Many fellow campers will be classmates come fall—a great start on new friendships.

On the first day of each week, there will be an orientation period in which new children will tour Little House, discover where things are, and discuss some basic ground rules. Children who are here multiple weeks will not need to do this every week.

Fees and Schedule:

Regular Schedule: 8:30am - 3:00pm Daily, \$220 per child per week

Extended Hours Option: 3:00-5:30pm Daily, \$55 per child per week

Camp is held in our after-school building at 116 Hilton Ave., directly behind our main campus at 2400 University Dr.

For More Information

Contact Tina Margas in the Summer Camp Office @ (919) 489-2030 or tina@mchdurham.org

Registration:

- Please fill out a separate registration form for each sibling.
- Registration begins in early February. Spaces may go quickly. Contact Tina for availability at 489-2030 or tina@mchdurham.org
- Priority enrollment will be given to MCHD families and current Montessori students.
- Families may register at any time up until the week of camp, space permitting; after April 1st, there is a registration fee of \$25.

Fees and Payment Schedule:

- Payment in full and a complete Emergency Information form is required BEFORE your child can attend camp.
- Payment may be made by check or money order only. Sorry, we do not accept credit cards.
- Families enrolled for one week only must pay in full at time of registration.
- Families enrolled for multiple weeks may pay in two installments: 50% of the total fees at time of registration, and the remaining balance on or before May 1st. If payment is not complete by May 1st, you may forfeit your child's space.
- The balance of camp fees are due on or before May 1st.

Late Registration & Waiting List:

- There is a \$25 registration fee per family for enrollment after April 1st.
- Payment in full is due at the time of registration for registrations after May 1st.
- If you have registered for a week that is full, we will contact you to see if you would like another week, or to be placed on a waiting list for your first choice.
- We will not cash your check or money order until your child is placed in a camp.
- Call or email the Summer Camp office @ 489-2030 or tina@mchdurham.org for availability. Family plans often change, so don't hesitate to contact us!

Cancellation Policy:

- There is a \$25 cancellation fee for each cancellation.
- Prior to May 1st, if *you* decide to cancel, we will refund your money, minus the cancellation fee.
- After May 1st, refunds are issued *only if* we can fill your child's space. This includes cancellation due to illness.
- Cancellations must be in writing: email or letter. No phone calls please.
- If a week you have signed up for is full, or we cannot offer camp due to low enrollment, a full refund will be given for that week.

Change of Schedule and Drop In Procedure & Fees:

- If you need to add the Extended Hours option for the whole week, you may do so at any time prior to the enrolled week, *space permitting*.
- If you need to change which week your child will be attending, you may do so, *space permitting*, for an additional \$10 fee.
- During their week(s) enrolled, your child may Drop In during our Extended Hours (3pm – 5:30pm), *space permitting*, on a day-to-day basis, with at least one hour advance notice, for \$12/hour.

Late Pick Up Policy:

- If you are late picking up your child who is enrolled for a 3pm pick-up, your child will be placed into Extended Hours care, *space permitting*, for \$15/hour, one-hour minimum.
- If space is NOT available in our Extended Hours care and/or you are late picking up your child enrolled for a 5:30pm pick-up, you or your Emergency contacts will be notified to pick up your child.
- If you are late picking up your child who is enrolled for a 3pm pick-up and *no space* is available in Extended Hours, OR if you are late picking up your child who is enrolled for a 5:30pm pick-up, you will be charged as follows:
 - First Time:** \$5.00 per each 5 minutes late per child
 - Second Time:** \$10 per each 5 minutes late per child
 - Third and Subsequent Times:** \$15 per each 5 minutes late per child

Pick Up Procedures:

- All drop-offs and pick-ups will be at Little House via the back porch. Parents may use Hilton Avenue, the left side of our gravel driveway, or the parking spaces at MCHD to park while dropping off and picking up.
- Each child will have a cubby inside, as well as a cubby and hook outside; please check these areas for items to take home.
- Please sign out your child by noting the time and your initials on the roster.

Emergencies:

Minor accidents occurring during Summer Camp receive the prompt and careful attention of staff members. In the event of illness, the family is notified at once and are responsible for making arrangements, within a reasonable amount of time, for the child to be taken home or to her/his physician. In cases of emergency, we will call 911 and parents will be notified immediately.

Note: It is VERY important that you let us know of any changes to contact information so that we may reach you in case of an emergency.

Emergency Messages:

Do not leave an emergency message on the answering machine. Keep trying until you reach someone directly.

Dismissal Authorizations:

The dismissal authorization section, found on the Emergency Form, allows you to designate those friends/relatives with whom your child may travel. Please make sure you have completed this form and update any changes via the Summer Camp office @ 919-489-2030. We do not take responsibility for transportation arrangements.

Health Policy:

For the protection of staff and children, please do not send a sick child to camp. If Little House determines that a child is too sick to continue to participate in activities, then the parents or Emergency contacts are responsible for picking up their child from Little House within a reasonable period of time, after being notified that the child is sick.

Before returning to Summer Camp:

- The child *must* be free of fever, vomiting, or diarrhea for 24 hours without medication.

- The child *must* remain at home until 24 hours have elapsed since the first dose of prescribed antibiotics.
- The child *must* stay home until the results of a throat culture are known.

Medications:

If a child requires ANY medication during the day you will need to fill out a form in the Little House office and leave the form and medicine with your child's teacher. ABSOLUTELY NO MEDICATIONS SHOULD BE PUT IN CHILDREN'S LUNCH BOXES.

Discipline Policy:

If inappropriate behavior or a conflict occurs:

Children are taught to be respectful towards themselves, toward others, and with their environment.

The instructor will guide the child(ren) through the process of taking care of their responsibilities, using calm, neutral, factual language, and quiet time apart if necessary.

If a conflict recurs, we will notify parents and work together toward a positive resolution.

If a child physically endangers him/herself or others:

The child will be removed from the situation and asked to shadow an instructor or be given quiet time apart.

Parents will be notified of the situation by the end of the day to work together toward a positive resolution.

MCHD and Little House Summer Camp reserves the right to ask a camper not to return due to behavioral problems, and camp fees are forfeited.



Montessori Children's House of Durham and Little House Summer Camp do not discriminate on the basis of race, religion, sexual orientation, family structure, or national or ethnic origin, in admissions, programs, employment, financial assistance, activities, use of facilities, or privileges.