

GGCC Day Camp Policies & Procedures

CAMP DATES AND REGISTRATION

The camp is divided into weekly sessions, running from Monday to Friday. You may register for any number of weeks - one or more!!! The camp is limited to 125 participants per week. "Home Base" for camp is at the Byron-Bergen High School Cafeteria. Registration is based on a first come first serve basis, so REGISTER EARLY!! Children who have **completed Kindergarten through Grade 6** may attend summer camp. Registration is based online, at www.gillamgrant.org, contact our office if you need assistance. We can assist you with registration, Monday through Friday from 9:00 a.m. to 4:30 p.m, the office closes at 3:30pm on Fridays. An Emergency Card, immunization record, and copy of insurance card must accompany registration or it will not be accepted.

ATTENDANCE

Only children that have completed Kindergarten through 6th grade may attend. The drop off point is the BB High School Cafeteria. Parents and Guardians should be aware that this camp is not designed or equipped to accommodate special needs students. One on one assistance is not available.

REGISTRATION FEES

Registration fees are necessary to off-set camp expenses. The weekly fee includes field trips and special activities. Registration is made on a weekly basis. **WEEKLY RATES WILL NOT BE PRORATED FOR ANY REASON.** If you are registering and paying on a week to week basis, please note we do not guarantee an opening for your child. Registration is on a first come basis. Only 125 campers are accepted each week. Registration and payment must be made on or before the **Thursday** prior to the camp week you are requesting to attend Refunds can be issued up to 2 weeks prior to the start of the week for which the individual is registered, subject to a \$15 processing fee. Refunds less than 2 weeks prior to the start of the week for which the individual is registered are only made to those with a physicians excuse and must be requested prior to the start of the week.

Some full and partial scholarships are available. A financial need form can be submitted for consideration. **Requests for scholarships must be made by June 11th.** Call to request a form. Family Memberships are available at the Gillam Grant for \$50 per year and can be purchased online with your registration.

Gillam-Grant Members	\$94/ week	Non-Members	\$104/ week
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School Free Lunch Children same as member rate. Documentation is required from parent.

All checks should be made out to Gillam-Grant Community Center. Cash, Check, MasterCard and Visa accepted. Registration must be started online prior to making a payment. A \$40.00 overdraft fee will be charged for dishonored checks.

PROGRAM FUNDING

The program is partially funded by the Towns of Byron, Bergen, Batavia, Village of Bergen, Gillam-Grant Community Center, and the State of New York Division for Youth. Cooperative services are provided by the Byron-Bergen School District.

INSURANCE

Participants are not medically insured through any of the sponsors' insurance plans. Therefore it is imperative for each camper to have coverage. A copy of the insurance card is required for registration.

BREAKFAST/ LUNCH

Breakfast and Lunch are again provided this year thru the BBCS Food Service Summer Program. This is a great opportunity for all the kids to have a great breakfast and lunch! Bagged lunches will be sent with each camper on field trip days. Campers must get breakfast between 8:30 and 9:00 so that we can start camp on time!

CRAFTS/ ACTIVITIES

Special games and activities will surround our theme weeks this year. A craft time is held about three times per week and includes a variety of creative opportunities for the campers.

CLOTHING & GEAR

Campers should wear appropriate clothing for outdoor play including sneakers. They should also bring a swimming suit and towel daily. Please check with your child daily to ensure they bring home all of their belongings. We keep lost and found items for one week **ONLY**. The lost & found is located at the pool. Cell phones, electronic games, head sets, etc. are not allowed at camp. All personal items are the responsibility of the camper.

ACTIVITIES AND GROUPINGS

Campers are placed in units according to age. Each unit is headed by a senior counselor and a junior counselor. The children participate in activities such as soccer, swimming, kickball, baseball, basketball, crafts, nature study, and a variety of other games, sports and fun events! Most activities will take place at the Byron-Bergen Central Schools, Gillam-Grant Community Center and the Gillam-Grant Pool. Swimming lessons and open swim occur daily. Campers may choose the alternate activity during open swim, if they choose not to be in the pool.

All campers are dropped off at the Byron-Bergen High School and are picked up, at the end of the day, at the Gillam-Grant Memorial Pool. Opening ceremonies commence at 9:00 a.m. This is followed by five periods of fun before lunch. The afternoon at camp is filled with swimming and large scale events. Camp is then over at 3:00 p.m.

BUS TRANSPORTATION

Transportation costs are included in the camp fee with three pick up and drop off locations: South Byron Methodist Church, Byron Presbyterian Church, and Bergen Park. Parents/Guardians are responsible for their children at the pick up and drop off locations. **DO NOT LEAVE YOUR CHILD UNATTENDED.** Be at the pick up location prior to the expected bus drop off time for the safety of your child! During the first few days of camp, some adjustments may be necessary, please check with the bus driver. Only children that register for transportation will be shuttled. There is limited seating.

PICK UP

8:25 A.M. South Byron
8:30 A.M. Byron
8:50 A.M. Bergen Park, Bergen Presbyterian Church

DROP OFF

2:50 P.M. South Byron
2:55 P.M. Byron
3:10 P.M. Bergen Park

All campers attending "Chill Time" at Gillam-Grant will be escorted to and from the GGCC by camp staff.

GILLAM GRANT SUMMER DAY CAMP EMERGENCY CARD

CAMPER NAME:			
ADDRESS:			
CITY / TOWN:		STATE:	ZIP:
DOB:	AGE:	T-SHIRT SIZE:	
PARENT/GUARDIAN:			
HOME PH:	WORK PH:	CELL PH:	
EMERGENCY CONTACT #1		RELATIONSHIP:	
HOME PH:	WORK PH:	CELL PH:	
EMERGENCY CONTACT #2		RELATIONSHIP:	
HOME PH:	WORK PH:	CELL PH:	
OPTIONAL BUSSING PICK UP / DROP OFF LOCATION:	BUS @ SOUTH BYRON	BUS @ BYRON	BUS @ BERGEN

MEDICAL INFORMATION

Please tell us about any allergies, illnesses, injuries, activity restrictions that may affect your child's participation while at camp:

Physician Name: _____ Physician Ph #: _____

Insurance Provider: _____ Policy #: _____

PARENT/GUARDIAN AUTHORIZATION

This registration and health history is true to the best of my knowledge, and the person herein described has permission to engage in all camp activities, including field trips and inflatable activities, except as noted by me. In the event that I cannot be reached in an emergency, I hereby give my permission to the physician selected by the Camp Director to hospitalize, secure proper treatment for, and to order injections, anesthesia or surgery for my child as named on the registration form. Release: I/ We the parent(s) or guardian(s) of the child named on this registration, who is enrolling in the Gillam-Grant Summer Day Camp Program, give my approval for his/ her participation in activities related to this program. I/ We do further, hereby release, indemnify, and hold harmless the Gillam-Grant Community Center, the instructors, counselors, and the Byron-Bergen Central School District. In case of injury, all claims will be hereby waived against the above mentioned. I/We likewise waive, to the extent not covered by liability insurance, any claim against any person transporting a camper to and from and activity.

Parent/ Guardian Signature: _____ Date: _____

IMMUNIZATION RECORDS & COPY OF INSURANCE CARD, MUST ACCOMPANY THIS FORM WHEN RETURNED TO THE GGCC.

INCOMPLETE REGISTRATIONS WILL NOT BE ACCEPTED.

Fees are due at the time of registration. Check, MC & Visa Accepted. A \$40.00 return check fee applies.