



The Neighbor Hood Kids Achievement Program, Inc.

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Summer Camp Enrollment Form

Office use only MLK _____ SCH.16 _____
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Form of Payment Out of Pocket ___ Subsidy ___ 1199 ___

Student/Camper Name _____ camper Shirt Size _____

Home Address _____

Sex Birth Date Race/Ethnicity (optional) Language(s) spoken at home
__M__F __/__/__ _____ _____

Children live with: Mom & Dad Mom Dad Foster Care Other

Mother/Guardian

Name _____ Cell Phone _____ Employed by _____
Work Phone _____ E-Mail _____

Father/Guardian

Name _____ Cell Phone _____ Employed by _____
Work Phone _____ E-Mail _____

Emergency Contacts

Name _____

Name _____

Relationship to Applicant _____

Relationship to Applicant _____

Address _____

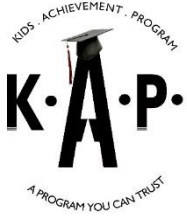
Address _____

Home/Cell Phone _____

Home/Cell Phone _____

Employer's Phone _____

Employer's Phone _____



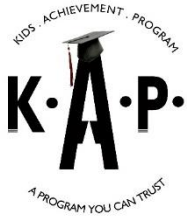
The Campers (siblings)



NAME	AGES
1. _____	
2. _____	
3. _____	
4. _____	
5. _____	

Checks the weeks that your child will be attending summer camp

July 1 st – July 5 th	July 8 th – July 12 th	July 15 th – July 19 th	July 22 nd – July 26 th	July 29 th – Aug 2 nd	Aug 5 th – Aug 9 th



Emergency Closing or Early Dismissal

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In the event of inclement weather, The Neighbor Hood Kids Achievement Program reserves the right to cancel transportation home or start transportation early, it is your responsibility to make alternate arrangements for pick-up or insure someone is home to receive your child. We also reserve the right to cancel our program due to inclement weather, parents will be notified and will be expected to promptly come and pick up their children. We realize this is an inconvenience but we will do what is necessary to insure the safe return home for all the families participating.

Fees

The Neighbor Hood Kids Achievement Program charges a \$35.00 per application registration fee. This registration fee guarantees your child a place in the program. This is a non-refundable fee. Please note that space is limited. To insure you reserve your spot, we suggest registering as soon as possible. Parents are responsible for any parent shares or differences that is not covered by Westchester County Child Care Agency and the 1199 Agency. Non-payment of parent shares or the difference could result in disruption of your benefits from childcare assistance. Families using these services are responsible for contacting their caseworker and making sure appropriate paperwork is provided to The Neighbor Hood Kids Achievement Program. Parents must follow a set payment schedule in order for your child to continue attendance at The Neighbor Hood Kids Achievement Program. If your payment is past two weeks late, we reserve the right to drop your child from the program immediately. There may be additional fees charged for the collection process.

Late Fees

The Neighbor Hood Kids Achievement Program closes at 6:00 P.M. each day and we encourage you to pick up your child by that time. A late fee of \$5.00 per child will be assessed for every 15 minutes or fraction thereof when a child is picked up after 6:00 P.M. We understand the conditions are sometimes beyond the control of parents. Examples would be bad weather, accidents and similar conditions. If this does occur, it is very important that you notify the staff by phone as soon as possible. Our staff also have families and other responsibilities to attend to at the end of the day. If you are, more than one hour late and we have not heard from you we will contact the names on your emergency card. Rest assure that under no condition will we leave your child unattended.

Withdrawal from Program

We politely request that you give us a week notice if you are withdrawing your child for any reason, and there is a \$100 cancellation fee, If we do not receive this notification, a \$200 cancellation fee will be charged to your account.

Meals & Snacks

Breakfast will not be provided; your child should eat breakfast at home or bring breakfast with them to the summer program.

Lunch will provided by Yonkers Public Schools at MLK Jr Academy and School 16 campers will need to bring their own lunch.

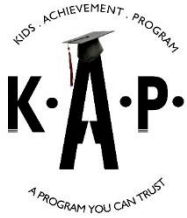
Personal Belongings & Electronics

We request that children do not bring toys or personal belongings to the program. We cannot be responsible for items that are lost or damaged. Please leave all electronics at home. We do not allow use while your child is at our program.

K.A.P. will try to get outside each day EXCEPT IN EXTREME WEATHER CONDITIONS as mandated by O.C.F.S. Please have appropriate outside gear for this season. We strongly recommend that you label your items.

Illness

If your child becomes ill while at our program, we will contact you immediately. As a parent you are responsible to pick them up immediately or send an authorized person to do so, as much as an inconvenience this may be.



Discipline **page 4 of 9**

The Neighbor Hood Kids Achievement participants need to be respectful and follow instructions of staff. If rules are not followed, they will receive a discipline slip. It is only fair to all the children and staff to have a positive Neighbor Hood Kids Achievement experience.

Accidents and Emergencies

Children who receive minor injuries will be given first aid and we will notify the parent when to pick them up. In the event of an emergency, you will be notified. If needed, staff will call 9-1-1. Also, if the medical team responding determines that your child needs to seek additional medical attention; your child will be transported by ambulance to the hospital so proper treatment can be provided. Keep in mind that the child will be transported at the parent's expense.

Medications

Does your child take medication YES _____ / NO _____ (We cannot give medication to your child)

Release of Child

Your child will be released only to you as a parent or other authorized people. We have an authorization form which will instruct us who to release your child to. We assure you that your child will be released only to those persons on the authorization form by our staff. It is very important that you make contact with a staff member when you are taking your child from the program. Anyone picking up a child must show photo ID. If your child needs to walk somewhere at a specific time please fill out the Child Release Form contained in this package.

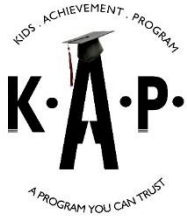
Personalities/Behaviors or Any Special Needs We Need to Be Aware of?

Pick-Up

List persons **authorized** to take your child from the program:

List any persons **NOT authorized** to take your child from the program:

PLEASE NOTE: if there are any court orders pertaining to custody or no contact, it is YOUR responsibility to deliver a copy of such documents to The Neighbor Hood Kids Achievement Program staff.



Contract for Payment

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I understand a \$35.00 per application, non-refundable registration fee is charged in order for my child to participate in The Neighbor Hood Kids Achievement Program for summer 2019. Parents are responsible for any parent share or differences that are not covered by the Westchester County Child Care Agency. Non-payment of parent share or the difference could result in disruption of your benefits from childcare assistance. Families that are using these services are responsible for contacting their caseworker and making sure appropriate paperwork is provided to The Neighbor Hood Kids Achievement Program. My children attending The Neighbor Hood Kids Achievement Program are:

Name (Please Print)

Name (Please Print)

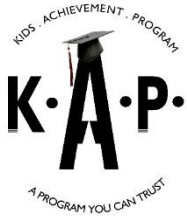
Name (Please Print)

Name (Please Print)

I understand I will be charged \$5.00 every 15 minutes when I pick my child up after 6:00 P.M. I understand payments are made payable to Kids Achievement Program. You reserve the right to drop my child from the program when payment is delinquent. I understand I must give The Neighbor Hood Kids Achievement Program a two-week notice if there is a schedule change or if I withdraw my child. I understand I will be charged if I do not notify The Neighbor Hood Kids Achievement Program, in advance, of my child absence. I understand I must sign my child in and out on the Kids Achievement Program attendance sheet for each day my child attend.

Parent/Guardian's Signature

Date



Liability Waiver

In consideration of my child being permitted to participate in The Neighbor Hood Kids Achievement Program. I agree to release, hold harmless and indemnify The Neighbor Hood Kids Achievement Program and any and all other organizations of whatever connection and all claims, demands, costs, losses, and expenses. Which I, my heirs, and personal representatives may have arising out of his/her participation in The Neighbor Hood Kids Achievement Program through the use of any and all facilities connected herewith. I understand that every possible precaution will be exercised to assure the safety and welfare of my child. I also understand that the school and an authorized agent shall not be responsible, financially or otherwise, should an accident occur.

Signature

Medical Permission

I give my consent to the supervising staff of The Neighbor Hood Kids Achievement Program to call 911 should an emergency arise. In event of an emergency, I hereby give permission for my child to be taken by ambulance for treatment and I will be responsible for the medical charges.

Please list as allergies: _____

Insurance Company _____ Policy Number _____
Medical Assistance Number _____

Signature

Publicity Permission

In the event The Neighbor Hood Kids Achievement Program children are included in any newspaper, radio or television publicity, I give my permission for my child to be include in the pictures, etc.

Signature

Policy Agreement

I recognize my responsibility to respect the rules of The Neighbor Hood Kids Achievement Program as well as my responsibility to help my child respect the rules needed to provide a positive experience for all participants. To pay the agreed amount on time, and be responsible for any damages my child might cause while participating in The Neighbor Hood Kids Achievement Program.

Signature



Child Release Form

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(To be completed ONLY IF your child is leaving the premises without an adult for things such as band lessons or to walk home)

In consideration of my child being permitted to be released from The Neighbor Hood Kids Achievement Program at a specially prescribed time. I agree to release, hold harmless and indemnify The Neighbor Hood Kids Achievement Program and any and all other organizations of whatever connection and all claims, demands, costs, losses, and expenses, which I, my heirs and personal representative out of his/her leaving The Neighbor Hood Kids Achievement Program prior to the parent/guardian arriving.

Child's Name _____

Parent Name _____

Parent Signature _____



Payment Agreement

My child's dismissal time is:

Check and initial one:

3pm _____ \$200.00

4pm _____ \$225.00

5pm _____ \$250.00

6pm _____ \$275.00

My weekly out of pocket expense is \$ _____

I, _____ agrees to pay The Neighbor Hood Kids Achievement Program the weekly fee listed above for the duration that my child/ren is in camp and for any cancellation fees that may apply for early termination as well. I further understand that late payments or early termination may also terminate any grant/assistance that I may be receiving, and the regular full fee of \$275.00/ weekly may be added to my account.

DSS ONLY

I, _____ understands that any fees not paid by child care subsidy will be my responsibility to pay. I also understand that any parent share that I'm responsible for will be paid in a timely fashion or I will be subjected to late fee's as well. I also guarantee that if my case is closed by The Department of Social Services, I will notify K.A.P. immediately and withdraw my child from the program.



CHILD'S NAME _____

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	ITEMS	Notes	Notes
<input type="checkbox"/>	Application		
<input type="checkbox"/>	Registration fee		
<input type="checkbox"/>	Medical Consent Form		
<input type="checkbox"/>	Rate agreement		
<input type="checkbox"/>	I.E.P.		
<input type="checkbox"/>	Transportation		
<input type="checkbox"/>	Immunization		
<input type="checkbox"/>	Medication		
<input type="checkbox"/>	Health Care Plan		
<input type="checkbox"/>	Doctor's Statement		
<input type="checkbox"/>	Authorization to Administer Medication		
<input type="checkbox"/>	Picture of your child	(optional)	
<input type="checkbox"/>			