



**About:** CACC Summer Camp joins the humanities and foreign language to offer unique cultural experiences in an engaging learning environment. Introductory language lessons (Mandarin Chinese) are combined with fun, diverse, hands-on, interactive activities that explore culture, science, history, geography, ecology, and the arts. By giving tangible contexts to language learning, the program offers campers fun and educational opportunities to share and understand connections between language and communities.

**Camp Location:** The Chinese American Community Center (CACC) located at 1313 Little Baltimore Road; Hockessin, Delaware 19707. CACC is situated on six acres in a quiet suburban setting. Our facilities include fully equipped classrooms, a gymnasium, a stage, a small picnic pavilion, as well as a large maintained, multi-purpose lawn/recreational field. When not on a camp field trip, camp activities are conducted at the Center and on the Center property.



**Who attends CACC Summer Camp?** CACC Summer Camp is for children ages 5 through 13 years old. Children who enjoy learning about the world around them, are curious about other cultures, and have varied interests find CACC Summer Camp to be a fun and rewarding experience. CACC Summer Camp is where learning is fun!



Children are divided into small groups by age and guided through activities by instructors and camp counselors. CACC Summer Camp's activity roster has an abundance of fun activities for various ages. For activities that involve all of the campers as a group, such as special performances or multi-

station activities, children are encouraged to stay in their assigned age groups. That said, we do understand that



occasionally siblings may wish to be with each other during full-group activities, and as such, siblings may be allowed to do so depending on the activity at hand.

**Staff:** CACC's Summer Camp Fun Squad staff are typically teachers and scholars who are interested in education, history, science, language, fine arts, and culture. All teachers must be over 18 years old. Counselors are at least 15 years of age. CACC run background checks on all staff who are over 18 years old. Many of our counselors are alumni of CACC Summer Camp and other CACC educational programs.



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**Camp Hours:** All CACC Summer Camp sessions begin at 9:00 am and end at 3:30pm (full day camp). **PLEASE** make sure to drop off and pick up your child on time.

**Extended Care Hours:** Extended before-care (AM care) begins at 7:30 a.m. Extended after-care (PM care) ends at 5:30 p.m. **PLEASE** make sure to drop off and pick up your child on time.

**Sign-In/Sign-Out:** Daily sign-in/sign-out will be held in the CACC auditorium. ALL campers **MUST** be signed in and signed out **DAILY** by a designated parent/guardian or designated individual. When picking up your child after camp, you must sign out directly with the camp instructor or extended care personnel. Please note that children will only be released to the parent/guardians or individuals listed on the emergency/release section of the registration form and photo ID must be showed upon pick up. **NO EXCEPTIONS.**

On the first day of camp, all parents/adult guardians will need to meet with the camp instructor to verify emergency phone numbers and medical information.

**Early Drop-Off Policy:** If you have not registered for extended before-care, any drop-offs earlier than 15 minutes prior the start of the camp will be charged a \$10 before care fee. No drop-offs before extended before-care begins will be allowed.

**Late Pick-Up Policy:** If you have not registered for after-care and your child is not picked up by 10 minutes after the end of camp, he/she will be put in after-care, and you will be charged a \$15 after care fee. If your child is not picked up by 10 minutes after the end of after-care (5:30 p.m.), you will be charged \$15 for every 5 minutes that you are late. A clock will be kept at the sign-in/sign-out table, and this clock will be used by camp instructors to document late pick-up times.

**Emergency Contacts & Medical Information:** The State of Delaware requires up-to-date immunization records and two additional emergency contacts for each child. CACC Summer Camp require that all campers be toilet-trained by the start of camp. Upon confirmation of your registration, a Camper Participation Packet will be sent to you. We ask that you provide us with all pertinent medical and behavior information about your child so we can best meet his/her needs and make the CACC Summer Camp experience safe and enjoyable for your child. Your medical information will be kept confidential.

**CACC Summer Camp is Nut Free:** CACC Summer Camp is a nut-free program. In consideration of families with nut allergies, we ask that our campers pack nut-free lunches and snacks.

**Requests to Switch Camp Weeks:** We understand that schedules change, and concerted efforts will be made to accommodate requests to switch camp weeks. Please also understand that we base our camp planning, staff hiring, purchasing, and field trip arrangements on camper enrollment. Please provide us with any requests to switch camp weeks as soon as possible and no later than 15 business days before the camp week *to which* you would like to switch begins. For example, if you are registered for Session 1, but would like to switch to Session 3, please submit your request no later than 15 business days before Session 3 is scheduled to begin. Similarly, if you are scheduled for Session 3, but would like to switch to Session 1, please submit your request no later than 15 business days before Session 1 is scheduled to begin.

**Cancellations and Refunds:** Requests for withdrawal placed by **June 30** will be honored. Withdrawal requests placed by **June 30** will be issued refunds less a \$25 administration fee for each program withdrawal. We do not issue refunds for camp withdrawals after **June 30**.

**Returned Checks:** All returned checks will be charged \$30.

**Photograph/Video Release:** CACC Summer Camp reserves the right to use any photographs and video of our campers to promote our programs unless otherwise notified in writing by the parents.

**Questions:** If you have any questions, please contact the CACC Summer Camp Director at 302-239-0432 or [cacc\\_de@hotmail.com](mailto:cacc_de@hotmail.com).



**When Do I Register?** Early Bird Registration begins on **January 15, 2019** and will end on **March 31, 2019**. Open Enrollment registration starts on **April 1, 2019** and continues until all camp slots are full. Space is limited so we encourage you to register early.

**How Much Does Camp Tuition Cost?** The base camp tuition rates during **Open Enrollment** per camp session are: **\$300/non-CACC members; \$280/CACC Summer Camp-approved affiliate organizations, and \$270/CACC members.**

**What is Early Bird Registration?** CACC Summer Camp offers an Early Bird Registration discount for enrollments that are submitted during the period beginning on **January 15, 2019** and ending on **March 31, 2019**. During **Early Bird Registration**, the base camp tuition rates per camp are **\$280/non-CACC members; \$270/ CACC Summer Camp-approved affiliate organizations; and \$260/CACC members.** In order for you to receive the Early Bird Registration base camp rate, CACC must receive your child's (children's) registration and full camp tuition payment by **March 31, 2019**.

**What is a Multi-Session Discount?** We offer a \$10 discount off of each additional session of enrollment if a child is enrolled in more than one camp session. To be eligible for a multi-session discount, the same child must attend more than one camp session. Enrollments of multiple children attending different sessions with no overlap will not be eligible for a multi-session discount. Siblings who attend only one session each are not eligible for multi-week discounts.

**What is a Sibling Discount?** For families who register more than one child, we offer a \$10 discount off of each additional child provided that all children enrolled are siblings. The requirements for sibling discounts are as follows:

- A family must enroll more than one child and all children must be siblings.
- For siblings who do not attend the same number of sessions, the sibling who attends the most number of sessions shall be designated Child 1.
- Child 1 must attend the same number of sessions or more than his/her siblings.
- Sibling discounts will only be applied to siblings (Child 2+) who are enrolled in equal or less number of sessions than Child 1.

**Can Discounts Types be Combined?** Yes, provided that the conditions and restrictions for each discount type, as described in this document, are met. A table that shows how combined discounts are calculated is provided at the end of this document.

**Are All CACC Members Eligible for a CACC-Member Discount?** To be eligible for the CACC member camp rate, your child(children) must be an *immediate family member, or a grandchild*, of a CACC member. To be eligible for the CACC-member rate as a CACC grandchild, the CACC grandparent(s) must be *an existing registered CACC member as of January 1, 2019.*

**May I Become a CACC Member as Part of Registration?** Absolutely! CACC welcomes new members! Families who apply for a CACC membership at the Family Level (\$120/per year) or above as part of camp registration are eligible for the CACC-member camp tuition rates.

**What is an Affiliate Organization?** CACC Summer Camp offers a reduced camp tuition rate for members of CACC Summer Camp-approved affiliate organizations. Registrants claiming affiliate status will be required to provide an organization contact name (e.g., child's teacher). CACC Summer Camp reserves the right to verify eligibility for affiliate enrollment and registrants are responsible for any additional costs due to ineligibility. CACC's Summer Camp 2018 approved affiliates are: *Chun-Hui Chinese School; University of Delaware Employees/Students; Gunning Bedford Middle School; John R. Downes Elementary School; McCullough Middle School; Newark Charter School; North Star Elementary School; Rising Sun Elementary School; Rising Sun Middle School; and Shue Medill Middle School.*

**Do You Offer Extended Care?** We do! Extended before-care (AM) is \$30 per session per child. Extended after-care (PM) is \$55 per session per child. For families who wish to sign-up for both before- and after-care (AM & PM) we offer a discounted rate of \$75 per session per child.

**How do I Register and Submit Payment?** Payment may be made in cash, by check, or through CACC Summer Camp's online registration system. If you chose to make payment in cash or by check, you will need to submit your payment with a completed

registration/tuition schedule form to CACC. Do not send cash through the mail. All payments must be paid in full.

**How do I Submit Camper Information?** Once we have confirmed your payment, you will receive a Participant Packet that details camp rules, regulations, policies and guidelines. The packet will also contain forms that will require you to review, sign, and submit. These forms will include the camper's designated drop-off/pick-up/emergency contact form, medical information forms, participant liability and photo release forms, and an acknowledgement of policy form. Medical information will be kept confidential. Blank copies of the Participant Packet will also be

made available on our website. For multi-session and multi-child registrants, families will only have to complete one family information forms packet; however, there may be forms that will be required for each child, as well as forms specific for a particular camp session. **CACC Summer Camp will provide sufficient lead time for you to review, complete, and submit the forms. Campers will not be allowed to attend camp if the forms are not completed and returned to CACC before the starting date of camp.**

**Questions:** If you have any questions, please contact the CACC Summer Camp Director at 302-239-0432 or [cacc\\_de@hotmail.com](mailto:cacc_de@hotmail.com).

**Table 1: CACC Summer Camp Base Camp Tuition Rates**

	Base Camp Tuition Rate (per Camp Session)		
	Non-member	Affiliate	CACC-member
<b>Early Bird Registration (Jan. 15, 2019 – Mar. 31, 2019)</b>	\$280	\$270	\$260
<b>Open Enrollment – April 1, 2019 until camp slots are filled</b>	\$300	\$280	\$270

**Table 2: CACC Summer Camp Discount Calculation Table**

	Cost Per Camp Session		
	1 <sup>st</sup> session	2 <sup>nd</sup> session	3 <sup>rd</sup> session
<b>Child #1</b>	base rate	base rate - \$10	base rate - \$10
<b>Each Additional Child (Child #2, #3, etc).</b> Child #2, #3, etc. must be a sibling of Child #1.	base rate - \$10	base rate - \$20	base rate - \$20

**Table 3: CACC Summer Camp Add-On Calculation Table**

with	<b>AM Care (Before Camp)</b>	\$30	+ base camp tuition
	<b>PM Care (After Camp)</b>	\$55	
	<b>Both AM &amp; PM Care</b>	\$75	
	<b>Immersion Enrichment Module</b>	\$75	