



# Emergency Information

Child's Name: \_\_\_\_\_ Nickname: : \_\_\_\_\_

Mother: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Mother's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mother's Workplace: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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Father: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Father's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Father's Workplace: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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Who does this child live with? \_\_\_\_\_

Person responsible for pickup and drop off? \_\_\_\_\_

Other person(s) allowed to pickup: \_\_\_\_\_



# Summer Program Agreement

## Fee Schedule

A registration fee of **\$45.00 (per child)**, as well as one week's tuition payment, is due prior to enrollment. The remainder of tuition, including the 1st week's activity fees, will be billed in 2 equal payments. Payments will be **due April 17th (Summer Orientation), May 20th and June 20th.**

Activity fees should be included with your tuition amount listed below. These activity fees will be assessed during orientation. Activities are subject to change due to weather, availability, etc. We will notify you of any changes prior to scheduled activity. For your convenience, we accept personal checks. However, we have the option at any time to refuse any further payment by check. All checks should be made payable to LIVE AND LEARN ACADEMY and need to be placed in the drop box or in your child's lunchbox (preschool campers).

SUMMER CAMP RATES				
Day Options	Preschool	Activity Fee	After-School	Activity Fee
5 Days	\$80.00		\$150.00	
4 Days	\$64.00		\$120.00	
3 Days	\$48.00		\$90.00	
2 Days	\$32.00		\$60.00	

**Activity fees may vary. All activity fees are non-refundable.**

I, \_\_\_\_\_, have received a copy of the **Summer Handbook** and agree to the terms therein. I understand that this is a binding contract and agree to pay the sum of \$\_\_\_\_\_ (total tuition amount) to LIVE AND LEARN ACADEMY for tuition and Activity Fees for (my child/children), \_\_\_\_\_, during the weeks indicated above.

If additional days are requested, additional tuition and activity fees will be assessed and due prior to the days requested.

*I understand there will be no refunds or credits issued after June 1st for weeks my child/children do not attend.*

I agree to supply all paper work.

I also understand there will be a late fee of 10% of the balance due billed to my account if payment is not received on the 20th of each month. If payment is not received by the 25th of the month, LIVE AND LEARN ACADEMY reserves the right to forfeit your child's space.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

\*The \$45.00 registration fee is non-refundable and due upon enrollment. If before May 17th you should choose not to have your child attend camp, the first week will be refunded. There will be NO REFUNDS after May 17th.



# Summer Camp Agreement / Authorization

LIVE AND LEARN ACADEMY requires a \$45.00 non-refundable Registration Fee (per child) as well as one week's tuition payment (per child). *\*\*\*The \$45.00 Registration Fee is non-refundable unless placement is not available for your child. If you should choose not to attend camp, the 1st week is refundable prior to May 17th. No refunds will be issued after May 17th. The Registration Fee(s) and 1st weeks payment are due at the time of registration.*

LIVE AND LEARN ACADEMY's Summer Camp is based on a 7 week program. Tuition will be billed in two (2) equal payments, which includes activity fees. Payments are due May 17th (at Summer Orientation) and June 20th. All checks should be made payable to LIVE AND LEARN ACADEMY and need to be placed in the drop box located in the office.

Parent Initials Tuition is due on the 20th of each month, and will be considered late on the 21st. There will be a late charge of 10% of the balance owed. If the balance is not paid in full by the 25th day of the month, your child's space may be forfeited. Tuition and activity fees are non-refundable.

Parent Initials All checks will be made payable to LIVE AND LEARN ACADEMY and should be placed in the drop box. Preschool parents can put their payment in their child's lunchbox. There will be a charge of \$25 for all returned checks. We have the option at any time to refuse any further payment by check.

Parent Initials A late pickup fee of \$10 for the first 5 minutes and \$1 per minute thereafter will be charged after 1:00PM for half day care and after 6:00PM for full day care.

Parent Initials Activities are subject to change due to weather, availability, etc. If it is necessary to change a scheduled field trip, the staff will post the changes on the door and leave a recorded message on the LIVE AND LEARN ACADEMY telephone.

Parent Initials If additional days are requested, additional tuition / activity fees will be assessed and due prior to the days requested. I understand there will be no refunds or credits issued for days/weeks my child does not attend.

Parent Initials I grant permission to the staff of LIVE AND LEARN ACADEMY to transport my child off the school property for field trips. I understand that this applies only to children over the age of 30 months and all children will be properly secured in appropriate child safety seats.

Parent Initials I grant permission to the staff of LIVE AND LEARN ACADEMY to apply sunscreen, insect repellent, and diaper ointment on my child, "as needed". I understand it is my responsibility to apply sunscreen on my child before bringing them to LIVE AND LEARN ACADEMY each day. The staff at LIVE AND LEARN ACADEMY will administer additional sunscreen during outside play time as needed.

Parent Initials I grant permission to have photographs or videos taken of my child, as part of the general program activities and for LIVE AND LEARN ACADEMY's records. I also understand that LIVE AND LEARN ACADEMY may use these photographs for advertising and/or possible press releases in local newspapers.

**Total Tuition Amount \$ \_\_\_\_\_ 3 Equal Payments of \$ \_\_\_\_\_**

*I, \_\_\_\_\_, the parent/guardian of \_\_\_\_\_ have read and received the LIVE AND LEARN ACADEMY Handbook and the above disclosures including the financial agreement and agree to abide by the terms therein. I understand this is a binding contract and agree to pay the total tuition amount indicated above, to LIVE AND LEARN ACADEMY, Inc. for child care for my child during the 20\_\_ and 20\_\_ school year.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



# Summer Camp Permission Form

I, \_\_\_\_\_, the parent/guardian of \_\_\_\_\_, have received the Summer Camp Calendar / Scheduled Field Trips (see attached field trip calendar). I give my permission to the staff of LIVE AND LEARN ACADEMY to transport my child off the school property for the listed field trips. I have acknowledged the scheduled field trips, by initialing each field trip my child is scheduled to attend. I understand that this applies only to children over the age of 30 months and that they will be properly secured in appropriate child safety seats.

If it is necessary to change a scheduled field trip, the staff will post the changes on the door and leave a recorded message on the LIVE AND LEARN ACADEMY telephone.

I also grant my permission to LIVE AND LEARN ACADEMY to apply sunscreen, bug screen, and diaper ointment on my child, "as needed". I also understand that LIVE AND LEARN ACADEMY will administer sunscreen during outside play time.

I also grant my permission to LIVE AND LEARN ACADEMY to take photographs or videotapes of my child as part of the general program activities and for LIVE AND LEARN ACADEMY's records. I also understand that LIVE AND LEARN ACADEMY may use these photographs for advertising and/or possible press releases in the local newspapers.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## Emergency Contact Information:

First Contact:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Second Contact:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Alt. Family Member:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Family Friend:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_



# Medical History

Child's Name \_\_\_\_\_

Is your child currently under a doctor's care? \_\_\_\_ If yes, for what \_\_\_\_\_

Is your child on any continuous medication? \_\_\_\_ If yes, what? \_\_\_\_\_

Any previous hospitalizations or operations? \_\_\_\_ If yes, when and what for? \_\_\_\_\_

Does your child have any mental disabilities? \_\_\_\_ If yes, please describe: \_\_\_\_\_

Does your child need special assistance, equipment or material to participate in day to day activities? \_\_\_\_ If yes, what are his/her needs? \_\_\_\_\_

List any allergies your child may have: \_\_\_\_\_

Please circle any that apply to your child:

Mumps   Chicken Pox   Red Measles   German Measles   Rheumatic Fever

Please circle recurring problems your child has:

Bronchitis   Croup   Asthma   Strep Throat   Ear Infections   Eczema

Other Serious Illnesses: \_\_\_\_\_

Other important information about your child: \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_



# Emergency Medical Care Authorization

In case of accident or illness requiring medical attention, the undersigned authorizes LIVE AND LEARN ACADEMY to call a health care provider or take my child \_\_\_\_\_ to the nearest hospital or doctor; and it is understood that if possible, their services will be obtained. If neither parents nor preferred health care provider can be contacted, LIVE AND LEARN ACADEMY is authorized to contact another health care provider. It is also understood that this agreement covers only those situations which, in the best judgment of LIVE AND LEARN ACADEMY, are true emergencies. The hospital located closest to LIVE AND LEARN ACADEMY is Lake Norman Regional Medical Center.

### Preferred Health Care Provider

Doctor: \_\_\_\_\_

Office Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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I agree to be responsible to the cost of such emergency medical care.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# Summer Camp Rules and Guidelines

## Drop Off and Pick Up

- Please be sure to arrive on time. Drop off for Preschool Camp is **9-9:15am**. School age children can be dropped off beginning at **8:30am** and no later than **8:45am**, to avoid interfering with preschool drop off. Children who arrive after their group has departed will NOT be permitted to stay at LIVE AND LEARN ACADEMY. We will not wait for late arrivals.
- Preschool Campers will be loaded and unloaded by a LLA staff member beginning at 9am for drop off and 12:45 for pick up. School Age parents will need to check your child IN and OUT with the staff member in their room when dropping off and picking up. This will ensure the safety of the children and ensure our attendance sheet is kept accurate.
- Preschool pickup begins at 12:45pm and ends at 1:00pm. If you are arriving after 1pm, you will need to come in to the school to pick up your child and pay the late pickup fee. School age children need to be picked up no later than 6pm. A late pick up fee of \$10 for the first 5 minutes and \$1 a minute for every minute after will be charged after 1:00PM for half day and 6:00PM for full day.

Please Initial \_\_\_\_\_

## What to Wear for Field Trips / Water Days

- Wear LLA Summer Camp t-shirts on our field trip days (Mondays and Wednesdays for 4', 5's) (Tuesday, Thursday for School Age).
- Preschool campers should wear their LLA bathing suits (with cover up) and water shoes to school on water days. Please be sure to send a beach towel (labeled w/ their name) and a dry change of clothes.
- School Age campers need to bring their LLA bathing suits each Monday/Wednesday/Friday. Campers need to bring a beach towel (labeled w/their name).
- Campers need to wear tennis shoes or closed toe shoes. School age campers will need to wear tennis shoes even on pool days but should bring water shoes or flip flops to wear to the pool.

Please Initial \_\_\_\_\_

## General Guidelines

- All campers need a water bottle (labeled with their name) EVERY DAY.
- Please send cold lunches only. Lunches should include any utensils needed.
- We recommend applying sunscreen and insect repellent before arriving to the school. We ask that each parent send in a bottle of each per child to be left at the school. If your child has sensitive skin or you prefer a specific brand, please label your bottle with your child's name. We will reapply sunscreen and bug spray as needed throughout the day.
- Summer tuition will be due in 2 equal payments (May 17th & June 20th). LIVE AND LEARN ACADEMY will not issue any refunds or credits after for weeks not attended. See your contract for amounts. There will be a late charge of 10% of the balance owed if balance is not received by the 20th of each month. If the balance is not paid in full by the 25th, your child's space may be forfeited.
- LIVE AND LEARN ACADEMY is not responsible for personal items brought to camp (i.e. cell phones, Ipods/Ipads/Kindles, toys, etc.)

Please Initial \_\_\_\_\_

## Behavior

- Disrespectful or inappropriate behavior will not be tolerated. No bullying or profanity. Such behavior may result in your child's removal from our program.
- Campers are required to wear seatbelts at all times and follow the LIVE AND LEARN ACADEMY van rules. Failure to follow these rules may result in field trip privileges being revoked.
- LIVE AND LEARN ACADEMY reserves the right to revoke field trip/activity privileges or remove a child from our program based on behavior and or discipline/safety issues at our discretion.

Please Initial \_\_\_\_\_