



MIDTOWN TAEKWONDO

Steven & Tara Miller, Chief Instructors
200 N. Evergreen
Memphis, TN 38112
Phone (901) 725-5552
www.midtowntaekwondo.com



Summer Day Camp

Hours of Operation

- Camp hours are from 9:00 – 4:00. We offer free early drop off and late pick up for parents who need it. The center will be opened by 7:30 a.m. Monday – Friday. Early drop off is between 7:30 – 9:00. Late pick up is between 4:00 – 6:00. Students must be picked up by 6:00 p.m. daily.

Holidays

- The camp will be closed for Memorial Day as well as the 3rd & 4th of July for Independence Day.
- There will be no day camp June 12th – 16th, but children are welcome to attend the MTKD overnight camp at Wall Doxey State Park.

Enrollment

- Camp enrollment is on a weekly basis. You may sign up for the entire summer or just a week or two. Students enrolling for seven or more weeks will receive a discounted tuition rate.
- Children enrolled in our camps must have the appropriate forms submitted along with their registration fee prior to the first day of attendance.

Tuition and Fees

- The cost of the program is \$150.00 per week. This includes the student's Taekwondo training, an afternoon snack and all field trips and events sponsored by MTKD. There will be a discounted tuition rate of \$135.00 per week when a student signs up for seven or more weeks. Please ask us about sibling discounts.
- There is an enrollment fee of \$20.00. This includes a camp t-shirt.
- *****A weekly deposit of \$20 per week must be paid when registering. This payment will be applied to the fee for each week.**
- Additional camp shirts may be purchased for \$15.00.
- **Tuition is payable on the first day of a child's scheduled attendance for the week. If tuition is not paid by the end of the second day, a \$5.00 per day charge will be applied.**
- Payment is accepted by check, credit/debit card or cash. Checks are payable to Midtown Taekwondo and receipts will be given for cash payments only.
- Your child **MUST** be picked up no later than 6 PM. We do have a late pick-up policy. The first five minutes are "free". At minute six, the time goes back to the first minute and it is \$1 per minute you are late. We go by the time on cell phones (this is the same regardless of carrier). This payment is due when you pick up your child and is payable to the staff member who stayed late to watch your child.
- There will be a \$25 NSF (non-sufficient funds) charge for all returned checks. The first check may be re-deposited after approval by the parent. The second NSF check will be exchanged for cash and the account will become a "Cash Only" account.
- Failure to keep your child's account current will result in termination.

What to Bring

- Students should wear their camp shirt daily. Additional shirts may be purchased for \$15.00
- Students should bring a backpack or bag containing their belt, a water bottle, a snack, a sack lunch and a book daily. If you prefer for your child to wear a certain type of sunscreen for field trips, please send that as well.



MIDTOWN TAEKWONDO

Steven & Tara Miller, Chief Instructors
200 N. Evergreen
Memphis, TN 38112
Phone (901) 725-5552
www.midtowntaekwondo.com



Absences and Withdrawals

- Parents must notify Midtown TKD if their child will not be attending part of the week for which they signed up.
- Camps are not prorated due to absences.

Release of Children

- Children MUST be signed out daily.
- Children will be released only to those individuals whose names are listed on their enrollment forms. Other persons not on the form must have written authorization signed by the parent and followed up with a verbal authorization from the parent. If the school has not received a verbal authorization from the parent, the child will not be released. All persons are subject to proof of identification.

Changes in Information

- MTKD needs to be immediately notified of changes in telephone numbers, email addresses, job, family status, custody changes, doctors, and/or persons authorized to pick up your child.

Illness

- Children who become ill during the day may not remain at the TKD school. Parents will be called to pick up the child as soon as possible.
- To prevent the spread of infections, please keep your child at home when he/she has an elevated temperature, upset stomach, diarrhea, or has a contagious condition such as pink eye, chicken pox, head lice, a skin infection or a serious cold.
- Your child will need to be symptom free for 24 hours before returning to our TKD school.
- Please notify MTKD if your child will be absent from camp as well as report all illness immediately.

Medication

- Our center does not administer medication.
- Parents are welcome to come to the school during operating hours and give the needed medication to your child.

Injuries

- If your child is injured during camp, the only treatment that is provided is cleansing with soap and water, ice, band-aid(s), ointment and TLC. Individual "accident and incident" reports are given to the parent to inform them of the injury.
- Any injury that requires more than the basics listed above will necessitate a call to the parent to determine if professional medical care is needed.
- **A copy of your child's insurance card is required.**
- **We are not a daycare, nor do we provide primary insurance.**



MIDTOWN TAEKWONDO

Steven & Tara Miller, Chief Instructors
200 N. Evergreen
Memphis, TN 38112
Phone (901) 725-5552
www.midtowntaekwondo.com



SCHOOL RULES

- Students are required to attend class daily.
- No running or horse playing.
- All personal items should be placed in designated cubbies.
- Camp t-shirts are to be worn to camp each day.
- Students are responsible for bringing the listed items to camp each day.
- Students are responsible for cleaning up after themselves.
- Keep your hands and feet to yourself.
- No arguing with each other or any adult.
- Students are responsible for their own items
- The school is not responsible for lost items.
- Socks should be put in shoes and placed in the designated area.
- Food is only allowed in the designated area and should not be left unattended.
- Cell phones should be turned off and remain in backpacks at all times.
- No toys or electronics are allowed.
- NO GUM!!!

TRANSPORTATION RULES

- No yelling at any time. Use your inside voice.
- Stay seated with your seatbelt on.
- According to TN State Law, any child under the age of 9 is required to be in a booster seat. (These are provided by MTKD)
- Do not turn around in your seat.
- No food, drink or gum inside the vehicle.
- Keep your feet off of the seat in front of you.

NOTE TO PARENTS

- Please make sure your child is well rested and fed breakfast.
- Drop off and pick up your child on time.
- Tuition fees are not pro-rated for illness or other absence.
- If your child must be absent, please notify MTKD at 725-5552.
- Treat MTKD with respect and professionally. Please be prompt with payments and considerate of regular class hours.
- Adhere to all policies and read any and all information sent home.
- Participate in MTKD activities when possible.
- Arrange for a back up plan when your child is sick or MTKD is closed.
- Please remember that MTKD cares for groups of children.
- Share information that will assist in caring for your child (ex: parent out of town for an extended period of time, changes in home life, deaths in family or close friends, etc.). Any of these and more can affect your child and his/her development.
- Communicate early to MTKD with any concerns you may have.