

GENERAL RELEASE & EMERGENCY MEDICAL TREATMENT AGREEMENT

I/We as parent(s) or legal guardian(s) for _____ (name of minor) (hereinafter referred to as "Participant"), hereby give permission for Participant to participate in the BSAC's Summer Camp Program, (hereinafter referred to as "BSAC Summer Camp Program"), and any and all activities associated therewith; to travel with a BSAC Staff Member, Chaperone, Coach, or Volunteer to or from BSAC activities that may involve risk of serious injury, including permanent disability and death. I/We further authorize any BSAC Staff Member, Chaperone, Coach, or Volunteer, in his/her discretion, to obtain medical or emergency treatment for participant.

In consideration for participation in the BSAC Summer Camp Program, I/We further, as parent(s) of Participant (a minor) on behalf of said Participant, as well as on behalf of myself/ourselves, hereby forever release, acquit, discharge and hold harmless BSAC, their officers, employees, agents, counselors, chaperones, coaches, helpers, aids, or assistants (hereinafter collectively referred to as "BSAC") of any and all liability, claims, actions, causes of actions, lawsuits, or rights or claims for damages, including but not limited to, claims for BSAC's own negligent acts or omissions, relating to or in any way arising out of Participant's participation in the BSAC Summer Camp Program.

I/We understand that if my child should become ill or injured at BSAC, that BSAC, will (1) contact me immediately and (2) contact the person(s) I have designated if I cannot be reached. Should BSAC be unable to reach me and/or the person(s) designated, BSAC is authorized to contact my child's physician and/or arrange for immediate medical treatment. The physician and/or medical facility are authorized to administer emergency medical treatment necessary to ensure the health and safety of my child. I/We will accept all responsibility for payment of medical services rendered.

BSAC is a licensed facility through the Department of Child and Family Services. All staff members are mandated reporters of child abuse. A report is to be filed when reasonable cause has been given to suspect a child is being abused or maltreated by a parent, guardian, custodian or other person legally responsible for the child.

I/We have read, understand, and agree to all the above terms and conditions and have entered into the same of my/our own free will and accord.

Parent Signature

Date

CODE OF CONDUCT

1. I will not interfere with the teaching and learning of others.
2. I will respect the personal space, rights, and property of others.
3. I will follow directions from BSAC staff, volunteer, coaches, etc.
 4. I will practice good sportsmanship.
 5. I will be respectful of myself and my fellow campers.
 6. I will listen quietly while others are speaking.
 7. I will be polite, courteous, and respectful at all times.
 8. I will keep my hands to myself.
 9. I will be quiet in lines, restrooms, and when passing.
 10. I will practice self control.
11. I promise to use a low speaking voice, remain in my seat, stay buckled and use appropriate language when being transported in a BSAC vehicle.

I understand that violating this code of conduct will result in taking a timeout/cool-down from a privilege or activity that I have scheduled for that day. If my misbehavior continues, it will be necessary to notify my parents/guardians and schedule a conference to determine a plan of action for me. Misbehavior that may cause injury to myself, other campers, or create safety issues may result in my leaving the program.

Parent Signature

Date

Camper Signature

Date

BEHAVIOR EXPECTATIONS AND GUIDELINES

BSAC offers children a variety of age appropriate and fun activities. A large portion of our Summer Camp schedule is spent outdoors, is very physically oriented, which may include child to child and group interactions, such as contact sports, playing in water, contests and competitions, etc. These type of situations helps children to acquire valuable social skills as they interact in a group setting with other children daily.

In our program, we expect our campers to behave in a responsible manner at all times, whether it is at the facility or while we are offsite. We wish to ensure the safety of your child, as well as other campers; and thus, we have developed the following behavioral expectations that we would like you to review with your child(ren):

1. **Inform an adult IMMEDIATELY:** if a problem arises. The safety and well being of all campers attending this summer camp is of the utmost importance. For this reason, if at any time during the camp an incident occurs that makes the camper feel threatened or intimidated, he/she should tell a BSAC staff member immediately.
2. **Respect others:** Campers that act irresponsibly or endanger the health, safety, or welfare of themselves, or any camper, will be sent home immediately.
3. **Respect the property of others:** Campers are not to take objects from the BSAC facility or from other campers. We ask that all campers leave the locations cleaner than when they arrived. Campers must take great care not to do any damage to the facilities they use during summer camp. Any camper that breaks or destroys BSAC property will be held financially responsible to replace that item.
4. **Use of inappropriate behavior:** including; profanity, disrespect to other campers or staff members, destruction of property or equipment, physical injury to another child, or not following the safety rules and procedures explained in our bus and safety rules will result in immediate disciplinary action as indicated within our Discipline Policy.
5. **Elopement:** If a child runs away from his/her group, they will be removed from the program. Elopement not only endangers that child, but also the other children in the group, as it diminishes the supervisory standards we have if a counselor needs to run after a child.
6. **We are an Anti-Bullying facility:** Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. This behavior is often repeated, or has the potential to be repeated over time. Behaviors seen as bullying may result in immediate dismissal from BSAC programming.

If necessary, inappropriate behavior will be addressed by our Summer Camp Directors using the disciplinary procedures that are in alignment with the policies of BSAC and the Hillsborough County Ordinance governing Child Care Facilities.

Transportation Conduct

A van/bus conduct report will be issued and written by the driver when a safety rule has been broken. Please advise your child(ren) of the following transportation safety rules: use a low voice when speaking, stay seated and buckled at all times, use appropriate language, keep hands and feet to themselves at all times and NO eating, drinking, or chewing gum on the bus/van at any time.

Parent Signature

Date

FIELD TRIP EXPECTATIONS AND GUIDELINES

Please be advised that when campers are scheduled to attend field trips, the following guidelines must be followed:

1. Campers should arrive 30 minutes prior to field trip departure time. Counselors will be taking roll call to ensure rosters are accurate and will review expectations and assign seating to campers prior to departure. It is imperative that campers are given the opportunity to be part of this group conversation and understand expectations.
2. Transportation will **NOT** be held for campers who arrive late. All field trips are scheduled within a strict timeline. Transportation will leave the BSAC parking lot at the scheduled time. Again, campers should arrive 30 minutes prior to field trip departure time to ensure campers are able to attend field trip.
3. As a licensed facility, campers cannot be dropped off at or picked up from any field trip.
4. Camp t-shirts **MUST** be worn on field trip days. This assists with supervision when traveling to a large facility. One T-shirt is provided to each camper free of charge for this purpose. Additional t-shirts are available for purchase throughout the summer. In the event that a camper comes to camp without their 2021 camp T-shirt for a field trip, a T-shirt will be provided and \$10 will be charged to the campers account.
5. Campers are strongly discouraged from bringing electronic devices, phones and money on field trips unless otherwise noted on the permission slip. BSAC will not be responsible for lost or stolen personal items.
6. All other BSAC behavior expectations apply.

Transportation Conduct

A van/bus conduct report will be issued and written by the driver when a safety rule has been broken. Please advise your child(ren) of the following transportation safety rules: use a low voice when speaking, stay seated and buckled at all times, use appropriate language, keep hands and feet to themselves at all times and NO eating, drinking, or chewing gum on the bus/van at any time.

BSAC reserves the right to prohibit any child from attendance on a field trip at the discretion of the Summer Camp Directors.

Parent Signature

Date

Camper Signature

Date

DISCIPLINE POLICY

We encourage positive actions through positive reinforcement and close supervision. Our main goal here at BSAC is to keep the children safely involved in activities so that inappropriate behavior is limited. The following steps will be followed if inappropriate behavior occurs, along with a written camper counseling statement:

1. The child is spoken to privately in a firm but gentle manner regarding the unacceptable behavior.
2. If the behavior continues, the child is removed from the activity for a cool down/timeout until both the counselor and the child feel the child is ready to return.
3. If the behavior still continues to occur, the child's parent will be spoken with before departing for the day.
4. Further incidents will result in the child having to be picked up from the facility and a parent conference will be held to determine an effective disciplinary plan, which requires the participation of both the program coordinators and the parents. A probationary period may be designated to determine if the program can effectively meet the needs of the child, or if the child's needs would be better served in a different program.
5. Behavior Report will be filed when there is evidence of property destruction, injury to an individual or physically touching an individual. Accrual of multiple behavior reports and other inappropriate behavior is grounds for dismissal from camp.

EXPULSION POLICY: BSAC has **ZERO TOLERANCE** for acts of inappropriate behavior outlined in our behavior and conduct expectations. Issues that may result in termination of enrollment with or without notice, depending on the seriousness of the behavior, include, but are not limited to, any of the following actions:

1. Maliciously striking another individual
2. Causing harm to another individual resulting in the need for medical attention
3. Displaying violent or uncontrollable behavior that puts others or themselves at risk
4. Elopement from a group
5. Bullying
6. Disrespect towards other campers or counselors
7. Repeated disregard for our Behavior Expectations and Guidelines

Behavior incidents will never be dealt with in a demoralizing, humiliating or abusive manner. No child shall be subject to abuses of neglect, cruel, unusual, severe, or corporal punishment. This includes but is not limited to: punishments which subject a child to verbal abuse, ridicule, humiliation, denial of food or outside time, use of bathroom facilities, punishment for soiling, wetting, or not using the toilet.

Our policies and procedures for discipline are consistent with and are focused on assisting the child to grow both socially and emotionally. They are also within expectations for their specific age level of development.

Parent Signature

Date

LOST AND FOUND POLICY

BSAC is not responsible for broken, lost, misplaced, or stolen items. We will make every effort to see that your child returns home each day with the same belongings with which he/she arrived.

Items that we find each day that resemble clothing, towels, footwear, hats, swimwear, fitness bags, backpacks, and the like will be stored in our Lost and Found cabinet. At the end of each day, unclaimed items will be placed into Lost and Found and held until Friday. All items remaining in the cabinet after item will be donated to charity. Items of value such as cell phones, electronic readers, car keys, jewelry, etc. will be locked inside one of our administrative offices. Please ask a member services representative about any valuables you or your child may have misplaced.

We want to assure you that we will treat your items with the utmost care. By the same token, you can help us by adhering to the following guidelines:

- *Please label ALL items with both first name, last name and grade.
- *Remind your child(ren) to keep their items inside their backpacks at all times.
- *Do not bring valuable items to the BSAC facility including, but not limited to; jewelry, sentimental items, money.
- *Clean out backpacks each evening in order to better track items.
- ***Best rule of thumb:** if you don't want to lose it, **DON'T BRING IT!**

We want to give you and your child(ren) the best possible experience at BSAC and do not want to have that experience tarnished over lost items. Thank you for helping us to ensure this occurs.

Parent Signature

Date

Camper Signature

Date

PICK-UP AND DROP-OFF POLICY

For BSAC's High 5 Summer Camp:

1. All authorized pick-ups MUST remain in their vehicles for drop-off/pick-up.
2. All authorized pick-ups should use the designated text ahead number to notify BSAC's High 5 Summer Camp of camper's dismissal no more than 10 minutes before arriving. The text ahead number is (813) 553-7100.
3. All authorized pick-ups MUST present their photo ID at EVERY pick-up. All authorized pick-ups must be on the camper's account.
4. Under no circumstances shall the authorized pick-ups do the following while in the drop-off/pick-up line:
 - a. Honk horn
 - b. Double park
 - c. Leave their vehicle
 - d. Leave a minor in the vehicle unattended
 - e. Enter the drop-off/pickup line going the wrong direction
 - f. Maneuver your vehicle to block/obstruct traffic from leaving
 - g. Park in a designated handicap spot without a FDOT handicap sign posted.
5. To ensure the safety of the campers, do not allow your camper to exit the vehicle without staff supervision. Campers must not be left unattended after sign out.
6. Authorized pick-ups shall use the designated parking spots, if needing to exit their vehicle. **Parking in the through lane or at the curb is prohibited.**

Your vehicle may be towed, at your expense, if found in violation of the above parking lot expectations. We appreciate your understanding, cooperation, and help in preserving a safe environment for all children and adults attending our programs.

Please sign below stating that you have read, understand and agree to follow the BSAC Pick-up & Drop-off Policy.

Parent Signature

Date

KNOW YOUR CHILD'S DAY CARE FACILITY BROCHURE

Hillsborough County Ordinance requires that parents must receive a copy of the "Know Your Child's Day Care Facility Brochure," and the parents are also notified in writing of the 'Disciplinary Practices' used by the child care facility. My signature certifies that I will read and understand the "Know Your Child's Day Care Facility" brochure and discipline policies in their entirety - both of which can be found in this packet and online at www.mybsac.org. Furthermore, should I have any questions regarding the "Know Your Child's Day Care Facility" brochure, I will contact Member Services.

Parent Signature: _____ Date: _____

FINANCIAL AGREEMENT

I _____ am entering into a financial agreement with BSAC, and understand and agree to all the below terms and conditions.

- TUITION:** I understand that all tuition and fees will be automatically deducted from my financial account on the **Wednesday prior** to the selected week of attendance. If my balance is not paid **IN FULL** by the Wednesday before the selected week of attendance, my child(ren) will not be allowed to attend BSAC's High 5 Summer Camp or any other BSAC program until it is paid in full and I will **forfeit** my reserved spot and my child may be placed on a waiting list.
- NO REFUNDS:** Refunds will not be issued for missed camp days, fieldtrips or absences regardless of reason, including: illness, vacation, or other causes.
- CANCELLATIONS:** I understand that **CANCELLATION FORMS** must be submitted in writing **7 days prior** to the cancellation date to avoid the full weekly charge. I understand that **ANY CANCELLATIONS** to my child(ren)'s selected weeks of attendance for BSAC's High 5 Summer Camp will result in a \$25.00 cancellation fee per child/per week.
- PICK-UP:** I understand that if my child(ren) is picked up late, I will be charged a fee of **\$5.00 per 15 minutes/per child** after the designated pick-up time (6:00pm for the full day).
- RETURNED CHECK FEES:** I understand that a fee of **\$35.00** will be charged per returned checks/chargebacks.
- DECLINED CREDIT CARD FEES:** I understand that a fee of **\$15.00** will be charged on all declined credit cards. Documentation of fraud or cancellation of card will be necessary to waive the automatic decline fee.
- SCHOOL READINESS:** If your family participates in School Readiness, BSAC **DOES** require you to pay the differential between the reimbursement and our costs.

Parent Signature

Date



FOR OFFICE USE ONLY:	
CC Update	_____
Future Enrollment	_____
Payment start date:	_____
Program:	Summer Camp
Amount: \$	_____
Last 4 of Card:	_____

Summer Camp AUTOMATIC PAYMENT AUTHORIZATION

By signing below, I authorize BSAC to automatically charge my credit/debit card for the program listed below. **WITHDRAWAL FORMS MUST** be submitted **IN WRITING** to the membership services desk **7 days prior to your withdrawal date.**

REMINDER: There will be a \$15 fee for declined credit cards and a \$35 fee for a chargeback/returned check.

Name on Card: _____

Child's Name: _____ Child's Date of Birth: _____

Program Child is enrolled in: _____ Grade: _____

Phone #: _____ Cell Phone #: _____

Receive Text Messages: Yes _____ No _____ Carrier _____

Billing address: _____

City: _____ State: _____ Zip code: _____

Email address: _____

I agree to all terms and conditions _____
Signature Date

Notes: _____

Payment Information: Payment information is not saved once updated electronically.

Credit/Debit Card #: _____ Exp. Date: _____

CVV: _____ Zip Code: _____