

# Christ Lutheran Preschool's Summer Camp



Welcome to Christ Lutheran Preschool's Summer Program 2023, also known here as Summer Camp!! Our summer camp is a more relaxed program than during the school year and it offers the children an opportunity to explore God's world and to experience the love He offers each of us.

Summer activities will include Bible stories, music, arts, crafts and various learning activities. Our program will be *enhanced* by:

- Themed weeks
- Daily water play (weather permitting)
- Occasional special lunches
- Special guests and surprises!

Our program is for preschool-aged children and those who will be entering kindergarten in the fall. Children must be:

- at least two years old and completely potty-trained.
- Parents choose the weeks and the days you need camp for your child(ren)!
- The program will begin Monday, June 5th, and will continue for 8 weeks through Friday, August 4th. We will be closed the week of May 29-June 2nd, the entire week of July 4th for the holiday and to allow our employees some much needed vacation time! There is no day-care offered August 7th-11th, as our teachers will be preparing for the upcoming school year during this time.
- Our regular summer hours are 8:00am-5:00pm, but we will only schedule staff based on what times families sign up for.
- We must have a minimum of 6 children each day to open our Summer Program.
- Planned activities begin at 8:15am and all enrolled students should arrive by that time.
- Activities will vary day-by-day, but will conclude by 11:45am and the children will then have lunch together.
- Additional playtime will last until 12:35pm, and then we will prepare for our rest time.
- We honor the CA State Community Care Licensing mandated rest time. Generally we do this from 12:45pm-2:45pm. Please try not to pick up your child during rest time, as it can disturb the other napping children.
- For children that do not fall asleep, "quiet activities" will be given to them, as to not disturb the other children sleeping.



Christ Lutheran also offers Kindergarten-5th grade daily summer daycare:

<https://www.clsbrea.com/summer-daycare-1>,

as well as specialty week-long camps for grades Kindergarten-incoming 9th graders:

<https://www.clsbrea.com/summer-camps>.

You can also inquire with the school office at (714) 529-0892.

## PRESCHOOL SUMMER PROGRAM TUITION

At the conclusion of each week, your child's hours will be tallied and you will be charged \$6.00 per each hour of summer camp used that week (or a maximum amount billed of \$175 per child, per week). Christ Lutheran will email you a bill and you can pay in the school office with either cash, check (to Christ Lutheran) or by credit card. For new preschool families, be sure to register your child in Gradelink at <https://secure.gradelink.com/750/enrollment>.

## ACTIVITIES FEE

All students using preschool's summer camp are required to pay an activities fee. There is no registration fee, but the activities fee will hold your child's spot in our summer program. This fee helps to pay for the special activities on our campus during the summer.

- While cash is preferred, checks for activity fees must be written to Susan Ilten or Venmo @Susan-Ilten will also be accepted. On Venmo, please do not list this as "goods and services," just fill in your child's name. (If asked for 4 digits for Venmo, enter 8735.)
- ACTIVITY FEES ARE NON-REFUNDABLE.
- THESE FEES ONLY APPLY TO PRESCHOOL SUMMER CAMP. Children entering K-5th have their own camp and fees and they cannot be combined with Preschool's.
- Activities Fee (on or before May 13th): \$75 per child  
⇒ \$45 ea. additional sibling (on or before May 13th)
- Activities Fee (after May 13th): \$100 per child  
⇒ \$70 per add'l sibling (after May 13th)

## SUMMER PROGRAM SCHEDULE

A typical summer preschool day would be as follows:

8:00am:	Inside/Outside Time (no water activities)
9:00am:	Bible Story Time
9:15am:	Snack Time
9:30am:	Planned Program
Activities,	Inside and Outside
11:45am-12:15pm:	Lunch & Playtime.
12:45-2:45pm:	Mandated rest time.
2:45pm:	Afternoon Snack
3:00pm-5:00pm	Planned Program Activities, Inside and Outside



## REGARDING SNACKS AND LUNCHES

- All students need to bring a refillable water bottle to school. We can refill them and will add ice on hot days. Be sure your child's name is clearly marked on the outside of the bottle.
- All children must bring a healthy morning snack and (if staying past rest time) they also need to bring a healthy afternoon snack. Fruit snacks, chips, cookies, cupcakes, donuts and most muffins are not considered healthy snacks.
- All children staying for lunch must bring a healthy lunch each day. Please be sure to include ice packs in the lunch box/bag. Freezing GoGurts and Capri Sun/juice boxes can also be ice packs. Snacks and lunches must be healthy and not include candy. Fruit snacks are considered a dessert. Desserts are allowed, but we will encourage your child to eat their healthy items before their dessert.
- Cater Tots is not available during the summer.
- We are sorry but we cannot refrigerate or heat up lunches for your child.
- Be sure to label all snack and lunch bags you send to school with your child's name.
- Occasional special lunches will happen throughout the summer and you will have the opportunity to order for your child. Exact change cash or Venmo will be the forms of collection for these lunches.



## IMPORTANT NOTES

New families must register in both Gradelink and Procure. For Gradelink click here or copy and paste into your browser: <https://secure.gradelink.com/750/enrollment>.

Regarding Procure...ALL Preschoolers need to be registered before they can start school. We created an account for ourselves, just to see how to do this. Here are our tips:

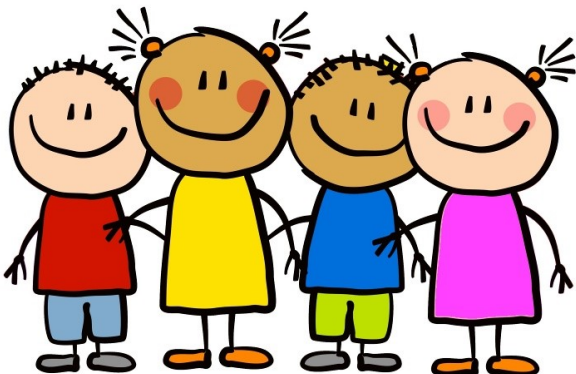
First, *do this from a computer*, not the app on your phone. (So much easier this way!)

You will need to have two windows open; one is Procure and the other is your primary email you use. Having the app on your phone is something you can do as well, but wait until you've done the following:

- 1) Click on link: [https://www.myprocare.com/Default/Index?aWtuPTk4ODMINDEzNTkmc2NoSWG9Mg==](https://www.myprocure.com/Default/Index?aWtuPTk4ODMINDEzNTkmc2NoSWG9Mg==)
- 2) Enter your primary email address
- 3) Check your email from info@myProcure.com for the code they sent you (check spam)
- 4) Copy and paste that code into Procure where prompted (close your email window now)
- 5) Once you've done these above steps and clicked on "go," you will then need to fill out the

info on the next three Procure tabs:

- Primary person info (required)
- Other parents' info (required)
- Child/children's info (required)
- Emergency contacts (which is also where you list everyone you want to authorize to pick up your child.) Enter as many as you wish.
- Review and submit.
- Add app to your smart phone.





## REGARDING ILLNESSES

- ⇒ Please DO NOT bring your child(ren) to summer camp if they are sick. Illnesses spread rapidly amongst children. This applies to all contagious illnesses. For a complete list, please ask the director.
- ⇒ Children must be fever-free (without medicinal help) for 24 hours before returning to school. Please do not give your child medicine to try and hide symptoms from us.
- ⇒ Allergies are not considered illnesses. Please let us know if your child was given medication before arriving at school.
- ⇒ If your child is going to miss a day due to illness, please contact us through Procure, call or email us to let us know. You will not be charged if you let us know the day of the absence. This applies to all consecutive days as well.

## CANCELLATION/ADDITION POLICY

There is no charge if you need to cancel a day. We just ask that you are courteous and send a message through Procure, call or e-mail us as soon as you know you are cancelling.

If you would like to add any additional days, or alter the hours you signed your child(ren) up for, this can only be done if space is available on those days. We staff based on the initial sign-ups on page 5 of this packet and we must maintain a ratio of 12:1 at all times.

## DAILY PRESCHOOL FUN!

- ⇒ Everyday can be a water-play day when the weather is HOT!  
Please keep a swimsuit, towel and water shoes on campus all week long!
- ⇒ **Every Tuesday is WHEELS DAY!**  
Bring your bikes, trikes and scooters to school and don't forget your helmets!
- ⇒ **More fun to be announced soon!**  
We are working on some special shows, Yoga, Music and Movement with Webby, a bounce house day, special lunches and more! Watch your email and Procure for upcoming announcements!



# Christ Lutheran Preschool Summer Camp Registration



**For Staff Use Only**

Date Received: \_\_\_\_\_  
 Received by: \_\_\_\_\_  
 Fee: Cash, Check or Venmo?

Child(ren)s Name(s): 1) \_\_\_\_\_, 2) \_\_\_\_\_, 3) \_\_\_\_\_

**NEW FAMILIES ONLY:** (Child must also be entered into Procure & Gradelink before starting summer camp!)

Child(ren)'s Date(s) of Birth: 1) \_\_\_\_\_, 2) \_\_\_\_\_, 3) \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Father's Name: \_\_\_\_\_

Mother's Phone #: \_\_\_\_\_ Father's Phone #: \_\_\_\_\_

**Emergency Contact Information:**

Name: _____	Relationship to Child(ren): _____	Phone #'s (list all that apply): _____
_____	_____	_____
_____	_____	_____

**Please check applicable activity fees and include with this form.**

- While cash is preferred, checks are written to Susan Ilten or Venmo @Susan-Ilten will also be accepted. With Venmo, please do not list this as "goods and services."
- Please do not write activity fee checks to Christ Lutheran. Activity fees are paid directly to the Director so she can make the necessary purchases.
- **ACTIVITY FEES ARE NON-REFUNDABLE.**
- **THESE FEES ONLY APPLY TO PRESCHOOL SUMMER CAMP.** Children entering K-5th have their own camp and fees and they cannot be combined with the Preschool fees.

--- **Activities Fee (on or before May 13th): \$75 per child**

--- \$45 ea. additional sibling (on or before May 13th)

--- **Activities Fee (after May 13th): \$100 per child**

--- \$70 per add'l sibling (after May 13th)

Please indicate the days/weeks/hours needed:

WEEK #:	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
#1 June 5-9					
#2 June 12-16					
#3 June 19-23					
#4 June 26-30					
#5 July 10-14					
#6 July 17-21					
#7 July 24-28					
#8 July 31- Aug. 4					

**PARENT/GUARDIAN AGREEMENT:** Please register my child(ren) for the above indicated days/weeks of Christ Lutheran Preschool's summer program. (Both sides of this form MUST be filled out, thank you!)

Signature of Parent/Guardian: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Printed Name of Parent/Guardian: \_\_\_\_\_

## CHRIST LUTHERAN SUMMER POLICY ACKNOWLEDGMENT

Both sides of this form must be initialed, signed and returned to Christ Lutheran Preschool. If your child is new to Christ Lutheran Preschool, there are additional forms required before your child can attend summer camp. We will provide those forms for you. Please keep in mind that paperwork is due and the activity fee goes up after May 13th.

### PLEASE ANSWER THE FOLLOWING:

I will provide the following for my child: (Please initial each space)

- Activity Fees must be paid before your child(ren) start camp.
- New students must enroll in Gradelink & Procure before they can start camp.
- Forms and immunization records must be received before starting camp.
- Daily, please provide a morning snack, including drink.
- Daily, please provide a lunch, including drink (if staying for lunch).
- Daily, please provide an afternoon snack, incl. drink, if staying for rest time.
- My child will wear safe, closed-toe shoes every day.
- No sandals or flip-flops are allowed. Crocs are allowed.
- My child will bring a swimsuit, towel and water-play shoes.
- My child will bring a crib size sheet and light blanket, if staying for rest time
- My child will bring a change of clothes in a zip-locked bag, marked with their name to keep at school in case of accidents.

### I UNDERSTAND THAT: (PLEASE INITIAL EACH SPACE)

- Staff will not apply sunscreen. Please apply before dropping off your child.
- All of my child's belongings are to be marked with their name.
- Tuition will due after each week used and need to be paid promptly.
- My child must be signed in and out each day without fail. (I understand that I will incur a \$5 fee for every instance that this is not done.)
- I will be billed for what I have registered my child(ren) for. (We staff according to what parents indicate they will need. If this procedure is not followed, you will be responsible for the charges as registered.). We will work with you, just stay in contact with us.
- If your child is ill and cannot attend a day you have signed up for, you MUST call us to let us know. We will not bill you if you let us know on that day.
- I have selected the dates that my child(ren) will be attending summer camp.
- I have read and understand the tuition policy. I will be billed for each hour my child(ren) use at \$6.00 per hour, not to exceed \$175 per week.

Signature of parent/guardian: \_\_\_\_\_

Printed name of parent/guardian: \_\_\_\_\_

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

Please complete and turn in to the Preschool Director's Office  
before the deadlines listed, thank you! For more information,  
contact us at [Preschool@CLS.com](mailto:Preschool@CLS.com) or (714) 529-0892.