

ACS Summer Camp Parent Information Letter- Preschool to Kindergarten

Dear Parents,

Welcome to this year's 2011 summer camp program. This letter is to bring your attention to a few changes and reminders. Please take a few minutes to look it over.

General Information

1. Please make sure you have received a copy of the following:

- a. Calendar of Activities
- b. Weekly Schedule of Events

2. Please make sure you have filled out:

- a. A Water Park permission form
- b. Park Permission form
- c. Dairy Queen Permission form
- d. Emergency Contact Card
- e. All Field Trip Permission Forms

3. Hours of Operation:

Summer Camp opens at 7:00am. We cannot admit anyone before 7:00am. Summer Camp closes at 6:00pm. A late fee of \$1 per minute will be assessed for children picked up after 6:00pm.

4. Signing in/out of Childcare:

The childcare sign in/out binder will be located in the kitchen. Please make sure to sign your child(ren) in and out every day and remember to initial next to the time. If your child(ren) is scheduled to participate in activities outside of the summer camp program (ie. tutoring or going home with a friend), we will need a note authorizing us to release your child(ren) to the person or activity. If we do not have a note, we will try to reach you by phone for a verbal authorization; however, if we are unable to reach you we will be unable to release your child from the summer camp program.

5. PJ Breakfast:

April 25, 2011

Every day from 7am to 8 am your child(ren) are allowed to come in their PJ's and bring their breakfast and eat at ACS. At 8 am we will get them dressed and ready for the rest of the day. We will have cartoons set up to watch also.

6. Field Trips:

We will be going on field trips every Wednesday. Please refer to the ACS Summer Camp Calendar for specific trips and times. We ask that you make every effort to be at ACS 15 minutes before we leave on a field trip. Please make sure the field trip permission form has been filled out and returned prior to the day of the field trip. It will be kept on file at the school and a copy will be taken on the field trip so that we have the emergency contact information at all times. If you choose not to send your child on the field trip, we request that you let us know at least 48 hours in advance because staff is scheduled to be on the field trip with the rest of the children, and we will need to schedule staff to be at ACS with your child. We also will need parent volunteers to help us drive/chaperone on the field trips. Any help you can give us will be greatly appreciated.

7. Mondays:

On Mondays the Preschoolers thru Kindergartners will be going to the Water Play Area. We ask that you please send a bathing suit and flip flops for them to wear to and from the Play Area. They will need to have clothes to be in before and after the park that is in school dress code.

8. Hot Lunch:

We will be offering Hot Lunch on Tuesday's that we are not gone on a field trip during lunch hours.

You will need to pack a lunch on the other days during the summer, as the regular hot lunch program offered during the school year is not available.

9. Fridays:

Every Friday Preschool thru Kindergarten will participate in a program called Stretch and Grow. This program incorporates movement and rhythm with stretching to build a healthy body. This will be from 10:30am to 11am.

10. "Wheel's Day":

On Fridays, the children will be encouraged to bring bikes, skateboards, scooters, roller blades, ect. for "wheel's day." Each child must have a helmet to participate (No Exceptions).

11. Dairy Queen:

We will be walking to Dairy Queen every Monday and Friday (with the exception of one week on Wednesday). There will be a list of items your child(ren) can choose from.

12. Service Projects:

As you look at the calendar of activities you will see that each week we have a service project scheduled. These projects will vary to different degrees. We want to continue to teach our children about God's desire for us to serve others. The project may just be a simple card, to a new artistic cross to hang in a building, or even a trip to a nursing home to visit the elderly. As these projects are revealed to us, we will update you on what your children are up to and how they are blessing our fellow brothers and sisters.

13. Dress Code:

During the summer ACS Childcare does not follow the uniform policies as during the school year, but we do follow the ACS dress code for "non-uniform" days (please refer to page 24 of the 2009-2010 Student Handbook for specifics). Examples of clothing that are not permitted include: "spandex" bicycle shorts, crop tops, and clothing with "spaghetti straps." Tank top straps have a requirement of at least 3 inches in width at the shoulder. Also, open toed shoes or sandals are not permitted except on swimming days. On these swimming days children may pack flip-flops or sandals (appropriate for wet floors) in their bags and will be allowed to change into them when changing into swimsuits, wear them to and from the pool, then must change back into approved closed toed shoes.

14. Transportation for activities:

If your child will be attending the field trip or swimming days make sure he/she has and follows the appropriate car seat requirements. The law states:

New Mexico state law requires that all children under age 18 be properly restrained in a car seat, booster seat or seat belt. The New Mexico law further specifies that properly restrained means: **1) children under age 1 must ride rear-facing in a federally approved car seat in the back seat if the vehicle has one, and not in front of an airbag; 2) children ages 6 and under, and children who weigh less than 60 pounds regardless of age, must be properly secured in a federally approved car seat or booster seat; and 3) children ages 7 to 12 must be properly secured in a seat belt or federally approved booster seat that fits their height and weight.** New Mexico law also states that when children are wearing a seat belt, properly restrained means that the lap belt sits low across the hips, not on the abdomen, and that the shoulder portion of the seat belt crosses the chest, not the head or neck. When wearing a seat belt, New Mexico state law says properly secured children are able to sit all the way back against the vehicle seat with their knees bent over the seat edge.

If your child is left without the proper car seat they will be required to stay behind at the ACS. This applies to both Field Trips and Swimming Trips.

15. Quiet time/Nap Time

On a daily basis there will be a specific time for "quiet time/nap time." This is a time when the children will be lying down resting. Children will be allowed to bring a blanket and a stuffed animal to sleep with.

What your child will need to bring:

1. Water Bottle – it's hot outside, let's keep them hydrated!
2. Swimsuit, towel, and sunscreen on Mondays. In order to preserve the conservative nature of our dress code, we ask that girls wear one-piece swimsuits and boys wear swim trunks.
3. Hat – Everyday for outside time.
4. Snacks/Lunches – We will be making snacks and providing snacks during the weeks, but kids are welcome to bring their own snacks as well. There will also be other snacks available for purchase if they would rather those snacks.
5. Quiet time items as described above.
6. Toys – Children are allowed to bring one toy each day, but please be aware that we cannot be responsible for lost or broken toys (this includes electronics). Please use your own judgment regarding what you allow your child to bring.
7. PLEASE LABEL ALL ITEMS WITH YOUR CHILD'S NAME.

Thank you for allowing us to share in your child(ren)'s summer. We are anticipating a wonderful eleven weeks!

If you need to reach us, please feel free to call us on the childcare phone at (505) 340-5730. We will not be answering the school phone, although the school office will be open from 9am to noon. If you have any questions, please feel free to ask any of the childcare staff listed below.

In Him,

Deena Ashcraft

Lynn McElveny

Shauna Reinert

Brandy Barker

Karen Monks

April 25, 2011

Nick Neill

**Albuquerque Christian School
2011 Summer Dairy Queen Permission Form**

I, _____, parent/guardian of _____, hereby give permission for my child to walk to the Dairy Queen with his/her childcare class during the summer of 2010. The Dairy Queen is located on Louisiana & Montgomery and my child will walk through the neighborhood with other daycare children & staff to get to Dairy Queen. I understand that all reasonable precautions will be taken. In signing below, I accept the policies and procedures of ACS and release it from any liability for injuries or illnesses resulting from circumstances or conditions beyond its control.

Please sign and date:

April 25, 2011

Parent / Guardian Signature

Date

**Albuquerque Christian School
2011 Summer Park Permission Form**

I, _____, parent/guardian of _____, hereby give permission for my child to walk to the Novella Park with his/her childcare class during the summer of 2011. Novella Park is a city park just north of the school building. I understand that all reasonable precautions will be taken. In signing below, I accept the policies and procedures of ACS and release it from any liability for injuries or illnesses resulting from circumstances or conditions beyond its control.

Please sign and date:

April 25, 2011

Parent / Guardian Signature

Date

Albuquerque Christian School
2011 Summer Field Trip Permission Form

I, _____, parent/guardian of _____, hereby give permission for my child to attend a field trip to Albuquerque ZOO. I understand that all reasonable precautions will be taken. In signing below, I accept the policies and procedures of ACS and release it from any liability for injuries or illnesses resulting from circumstances or conditions beyond its control.

_____ I would like to help drive on Field Trip Days. (Please initial next to "Will Drive" for the field trip you are willing to help drive).

Please initial "Yes" or "No" on the line provided if your child will be attending.

When June 8th, 2011

Where: Albuquerque Zoo

_____ Yes, my child will attend

_____ No, my child will not attend

April 25, 2011

Time: 9:00 am – 1:00 pm

_____ I will Drive
I can take _____ children

Emergency phone number _____

Hospital preference _____

Allergies _____

Current Medications _____

I have initialed the field trip that my child is allowed to attend and have read the disclosure above. I understand that a single field trip may change at any time and will be informed by ACS staff of the change as soon as possible. I have also initialed next to the field trips I am able to help with driving; please call to confirm at this number _____.

Parent Signature

Date

Albuquerque Christian School
2011 Summer Field Trip Permission Form

I, _____, parent/guardian of _____, hereby give permission for my child to attend a field trip to Alameda Open Space Hiking.

I understand that all reasonable precautions will be taken. In signing below, I accept the policies and procedures of ACS and release it from any liability for injuries or illnesses resulting from circumstances or conditions beyond its control.

_____ I would like to help drive on Field Trip Days. (Please initial next to "Will Drive" for the field trip you are willing to help drive).

Please initial "Yes" or "No" on the line provided if your child will be attending.

When June 22nd, 2011

_____ Yes, my child will attend

April 25, 2011

Where: Alameda Open Space
Time: 9:00 am – 1:00 pm

No, my child will not attend
 I will Drive
I can take children

Emergency phone number _____

Hospital preference _____

Allergies _____

Current Medications _____

I have initialed the field trip that my child is allowed to attend and have read the disclosure above. I understand that a single field trip may change at any time and will be informed by ACS staff of the change as soon as possible. I have also initialed next to the field trips I am able to help with driving; please call to confirm at this number _____.

Parent Signature

Date

Albuquerque Christian School
2011 Summer Field Trip Permission Form

I, _____, parent/guardian of _____, hereby give permission for my child to attend a field trip to Albuquerque Aquarium & Botanical Gardens. I understand that all reasonable precautions will be taken. In signing below, I accept the policies and procedures of ACS and release it from any liability for injuries or illnesses resulting from circumstances or conditions beyond its control.

I would like to help drive on Field Trip Days. (Please initial next to “Will Drive” for the field trip you are willing to help drive).

Please initial “Yes” or “No” on the line provided if your child will be attending.

When June 29th, 2011

Where: Albuquerque Aquarium & Botanical Gardens

Time: 9:00 am – 1:00 pm

Yes, my child will attend

No, my child will not attend

I will Drive

I can take children

Emergency phone number _____

Hospital preference _____

Allergies _____

Current Medications _____

I have initialed the field trip that my child is allowed to attend and have read the disclosure above. I understand that a single field trip may change at any time and will be informed by ACS staff of the change as soon as possible. I have also initialed next to the field trips I am able to help with driving; please call to confirm at this number _____.

Parent Signature

Date