



Homestead Kid's Camp



Homestead Court Club

Summer 2019 Youth Programs

Homestead Clubhouse Camp

Ages:5-12

Days:Monday through Friday

Times: 8:30am-5:15pm

Cost:

Advance Sign Up: \$40/day Members

\$50/day Non- Members

48 hours-Day of: \$45/day Members

\$55/day Non- Members

Summer Camp 2019 Registration Fee: \$20

(Registration fee covers cost of registration and a camp t-shirt)

Homestead Clubhouse is an action packed summer program for children entering kindergarten through fifth grades. Participants will enjoy a wide variety of daily activities that include: yoga, arts and crafts, show and tell, parks, hikes, special events, leadership development, positive social interaction, sports, teamwork games, and so much more! Homestead Clubhouse is limited to 30 campers per day, so don't miss out on this great experience. Included in the cost are a morning and afternoon snack as well as art supplies.

Homestead Clubhouse is proud to present a continuing theme that resonates in all camp weeks this summer: Exploration. Clubhouse camp will focus on encouraging creative thinking rather than providing answers, assist campers in developing problem solving skills and self sufficiency, and ultimately encouraging a much deeper level of learning. Campers will learn to hone in on their observation and identification skills through investigation. With the use of science, math, language, and the arts, campers will continue to learn throughout the summer with exciting activities.



Homestead Summer Program Parent Handbook and Registration Guide

Homestead Clubhouse Camp is offered at Homestead Court Club, Edwards, Colorado. We also take advantage of the vast surrounding Homestead property.

Camps at Homestead Court Club in Edwards

*State licensing requires that campers must be 5 years old to attend.

Homestead Clubhouse Camp

Full day activities for campers ages 5-12. Camp runs from 8:30AM-5:15PM, Monday through Friday.

Tennis and Swimming

Tennis, Swim Team and Swim Team Prep are offered during camp hours for ages 5-12.

*An additional fee will be charged to your camp day. Please register for these programs with tennis and swim staff.

Homestead Court Club Mission

The Homestead Court Club Clubhouse Program seeks to enrich the lives of children living locally. Homestead Clubhouse enhances learning by providing safe, supportive, and structured environments that support overall health and well-being. We offer creative programs that promote the social, physical, intellectual, and emotional development of children and youth.

Goals and Objectives

Our enthusiastic staff is committed to the mission, vision and values of Homestead Court Club. We strive to make camp active and fun, without focusing on competition. As required by the State of Colorado, a camper to staff ratio of 1 to 15 must be in effect. However, Homestead Clubhouse will make every attempt to provide a camper to staff ratio of 1 to 10, ensuring each camper will have increased interaction throughout the day.

Homestead Court Club Philosophy and Purpose

The Homestead Clubhouse Program provides a variety of experiences in a safe and positive environment in which children can learn, play and grow. The children are able to develop skills and self confidence by promoting sportsmanship, working in teams, and simply having fun.

Age Groups

Homestead Court Club Clubhouse caters to children ages 5-12 years old. We are able to accommodate children in kindergarten through fifth grades.

Camp Hours

Clubhouse Camp: 8:30AM- 5:15PM, Monday through Friday.

Homestead Clubhouse Camp Overview

Holiday Closure Dates and Limited Hours

Camp is open beginning Monday, June 17th and ends on Friday, August 16th. There will be no program on July 4th.

Weather Closures

When inclement weather becomes an issue, cancellation of the Homestead Clubhouse will be determined by the camp director and the Clubhouse staff. We will make this information available as soon as a decision has been reached. Please call the Homestead Court Club front desk after 8:00AM at 970-926-1067 to speak to the director or assistant director.

If the Homestead Clubhouse is closed due to weather, a charge will not be made for that day.

If the Homestead Clubhouse is closed early due to weather, the camp staff will notify parents as early in the day as possible. Parents will be responsible for picking up their children or arranging a ride home with an authorized adult. Credit will not be issued for partial camp days.

Special Needs

We will provide reasonable accommodations, modifications, and services in accordance with the needs of a camper's disability. Parents must communicate the child's physical, emotional, and/or cognitive needs with the Camp Director prior to the first day of attendance.

When We Can No Longer Serve a Child

We will notify parents/guardians in writing of any changes to our program, policies and procedures.

Campers may be suspended from the Homestead Clubhouse program for a period of days, or permanently withdrawn from the program for the following reasons:

- Excessive late pick-up (3 or more)
- Discipline/Behavioral problems (3 or more)
- Nonpayment of fees
- Uncooperative parents

Suspension may be more appropriate than withdrawal if the three disciplinary/behavioral offenses were over an extended period of time.

We reserve the right to refuse service or dismiss any child from the Homestead Clubhouse.



Homestead Clubhouse Daily Procedures

Arrival/Departure

Upon arrival to camp each morning, parents are asked to utilize the Homestead Court Club front entrance. Check in/out will be located in the Camp Room, unless special circumstances apply and a sign is posted.

Campers enrolled in the Clubhouse must arrive **no** earlier than 8:30AM and be picked up **no** later than 5:15PM. A fee of \$1/minute per minute late will be charged to your camp day total.

Attendance

Sign In/Out

An authorized adult will be asked to check the camper(s) in/out each day by signed their initials beside the child's name. If the staff is unfamiliar with the authorized adult, a photo ID must be provided in order for the child to be released. Our sign in/out procedures are intended for the safety of the campers and others.

Absent

Parents/Guardians must notify the Director if their child is going to be absent. A camp director can be reached at 970-926-1067. If no one answers, please leave a message with the date, time, and reason for your child's absence.

Late Drop Off

In the event of late arrival, it is the parent's responsibility to sign their child in and locate the camp counselors. The Homestead Court Club front desk will have information on the location of the camp group. Drop off is between 8:30AM and 9:15AM.

Late Pick Up

If a child is still present after the designated pick up time, the staff will attempt to contact the parent/guardian and authorized adults listed to pick up the camper within a half hour. If the half hour has passed and authorized adults cannot be located, the staff will call Social Services and the police.

Unauthorized Adults

Campers will only be released to those adults who are listed as an authorized pick up.

*Sheets for additional authorized pick ups are available. Please ask Jillian for assistance.

If an unauthorized adult attempts to pick up a child from camp, the parents and police will be contacted. The unauthorized visitor will be asked to leave the premises.

Identifying Where Children are at all Times

Roll call will be conducted by the counselors at regular intervals during the day. No one is allowed to leave the camp property during the day at any time unless accompanied by a counselor and cleared with the camp Director.

Meals and Snacks

Participants should bring a nutritious sack lunch with a drink and a water bottle labeled with their name. Water will be available at all times.

*A Smiling Moose Deli lunch option for \$5 is also available. This is a cash only option. See page 23 of packet.

* Please pack your child an appropriate lunch as we do not have fridge and microwave access for lunches.

Homestead Clubhouse will provide a morning and afternoon snack to the Clubhouse campers each day. Parents are strongly encouraged to send additional snacks for their child to eat throughout the day.

Any food allergies or special accommodations that need to be made should be clearly specified on the medical forms and discussed with the camp Director.

Homestead Clubhouse Daily Procedures

Personal Belongings

Each camper will be provided with a safe place to keep belongings. Please refrain from bringing valuables. We recommend that campers bring sunscreen, a hat, swimsuit, towel, water bottle, and outside shoes. Please label all personal belongings. Staff is not responsible for lost or stolen items. Camper's personal belongings may be subject to search. Homestead camp does not allow the use of personal electronics.

Sunscreen

Parents are encouraged to apply sunscreen to their child before signing them in to camp.

In the event that a parent has not applied sunscreen to their child, and the sunscreen waiver has been signed by a parent, camp staff will assist with the application of sunscreen to the child. Sunscreen will not be applied to broken skin, or if a skin reaction is observed.

Movies/Television/Videos

Movies will be shown or included as part of theme weeks, reward days, or shown during inclement weather. Campers will only view G or PG movies. Video games may be used on occasion or during special events.

Camper Rules

Parents, please review the following rules with your camper(s):

- Always listen and be respectful of camp leaders and adults.
- Always respect others and maintain personal boundaries.
- Clean up after playing games or eating.
- Be patient and encouraging toward others.
- No running in hallways, or walking directly into workout areas.
- Speak with kind words. No curse words, no verbal abuse.
- No hitting, pushing, or kicking.

Consequences

Failure to follow the camp rules will result in:

- Verbal warning.
- Time out including sitting out from activities for certain time.
- Call to parents to pick up for remainder of the day with written behavioral notice.
- Speak with parents upon arrival.

In the event of a third written warning, the camper will not be allowed back to Homestead Clubhouse and no refund will be given.

Discipline

Campers are encouraged to be respectful to everyone and practice behavior that is kind, safe, fair, and responsible. Children are taught to accept responsibility for their own actions, develop self discipline, and expand their problem solving skills. Please note positive behavior policy in packet for further information.

Lost Children

In the event that a child is determined lost or missing, the staff will conduct an expansive search of the facility and surrounding areas. The front desk will be notified and assist with the search. The Director will immediately notify the parent/guardian, police, and the Department of Human Services.

Closing Procedures

Camp administration will conduct a thorough walkthrough of the camp, including restrooms. They will review daily attendance logs to ensure that all participants have been signed out and left for the day. Counselors and the Director will only leave after the last camper has been picked up by an authorized adult.

Homestead Clubhouse Daily Procedures

Volunteers and Visitors

All visitors must check in with the camp Director and sign in/out on the visitors log sheet. They will also be required to show identification, and will be accompanied by a camp member the duration of the visit.

Suspicious Persons

If a staff member notices a person acting in a suspicious manner, they will introduce themselves as a Homestead Clubhouse employee and ask if they may be of assistance. If the staff member is uncomfortable with the response, they will notify the camp Director and call 911 to gain further guidance.

Reporting Child Abuse

(Under Guideline 7.701.53)

Staff who has reasonable cause to know or suspect that a child is being subjected to abuse or neglect or who has observed the child being subjected to circumstances or conditions that would reasonable result in abuse or neglect must immediately report or cause a report to be made of such fact to: Colorado Department of Human Services, child abuse hotline: (844) CO-4-KIDS. The Division of Childcare, Colorado Dept. Of Health and Human Services, 1575 Sherman St, Denver, CO 80203-1714.

Program Contacts

Building Location

Business: Homestead Court Club
Building Address: 400 Homestead Drive, Edwards
Business Type: Owner's Association and Fitness Club

Camp Contact Information

Contact Person: Jillian Labbe, Camp Director
Primary Phone Number: 970-926-1067
Emergency Phone Number: 970-401-3054 (Jillian)
E-Mail: jillian@homesteadcourtclub.com

Building Contact Information

Contact Person #1: Tracy Erickson, General Manager
Contact Person #2: Kim Baugh, Program Manager
Primary Phone Number: 970-926-1067
Emergency Phone Number: 970-401-3054 (Jillian)
E-Mail: terickson@homesteadcourtclub.com
E-Mail: kim@homesteadcourtclub.com

Filing a Complaint

Our camp administration has an open door policy. We encourage parents/guardians to discuss any problems or concerns with the Director in a timely manner. If parents wish to report a licensing violation, they may contact:

State of Colorado
Department of Human Services
Division of Child Care
1575 Sherman Street
Denver, CO, 80203-1714
303-866-5958

Registration Information

Registration is currently open.

*** Pre-registration is required to attend Homestead Clubhouse. Paperwork is due prior to your child's first day of attendance. If you think that your child may want to drop in this summer, Homestead staff highly suggests that you complete registration forms in advance.**

All registration packets must be completed and handed in to Jillian prior to your child's first day of attendance. Staff will need a minimum of 48 hours to process paperwork prior to your child attending.

Prior to attending camp, each camper must have signed the following release forms:

- Clubhouse Registration Form
- Homestead Childcare Registration Form
- Youth Activity Registration
- Emergency Medical Information
- General Health Appraisal
- Immunization Form (also signed by physician)
- Homestead Clubhouse Policies and Procedures
- Illness Policy
- Homestead Emergency Procedures
- Positive Discipline Policy
- Forgotten Lunch Form

Please notify staff of any changes in residence, telephone numbers, medications, and/or health information as soon as possible.

Waiting Lists

In the event that all spaces are filled for our day camp, you will have the opportunity to put your child's name on the waiting list for that day. If a spot becomes available you will be notified as soon as possible. These spots are filled on a first come, first serve basis.

Fee Schedule

Clubhouse Camp

Advance Sign Up:	\$40/day Members	\$50/day Non-Members
48 hours notice to day of: (If available)	\$45/day Members	\$55/day Non-Members

Homestead Clubhouse will bill accounts at the beginning of each week. If you prefer to pay by credit card or check, please pay at the front desk. Punch Cards are available at the Front Desk as well.

Payments

Payment in full is expected on Monday of each camp week attended. If attending only a few days of the camp week, payment is due the first day of attendance. Homestead homeowners have the convenience to use our hassle free membership billing privileges. Renters, Non-resident members and Non-members must pay in full at time of registration.

Refund/Withdrawal Policy

One Weeks Notice

For a full monetary refund, a written notice must be received one week prior to the withdrawal of the camper.

Less than One Weeks Notice

If notice of cancellation is given with less than one week notice, no refunds will be issued. However, credits will be granted for the reasons including, but not limited to:

- Emergency closure of the facility
- Physicians note stating a child is too ill/physically unable to attend
- Family Emergency

***All refunds will include a \$5 surcharge.

Change of Registration

All transfers of days, weeks or sessions will include a \$5 charge for EACH DAY.

Note: Homestead reserves the right to cancel camp on any day that there is not a minimum of four children registered.

Homestead Clubhouse Camp 2019

All participants should bring the following items to camp with them daily:

lunch, snack, water bottle, light jacket or sweatshirt, hat, sunscreen, swim suit, towel, extra change of clothes.

Weekly Sessions:

Week 1:
A Bug's Life
June 17- June 21

Campers will learn about various insects, make spider webs, bug houses, and insect origami. Campers will learn a variety of new insect games too!

Week 2:
Water World
June 24- June 28

This week campers will make rafts, learn about sea creatures, make frozen water balloons, play fun water games, and so much more!

Week 3:
Art Week
July 1- July 5

Campers will make intricate art projects and discover their inner artist. Kiddos will also explore art in nature this week.

No camp July 4th.

Week 4:
Blow it Up!
July 8- July 12

Explosions everywhere! Campers will explode soap, set off rockets, make fizzy lemonade, and play balloon games.

Week 5:
Space Week
July 15- July 19

Campers will learn about planets, wandering stars, and moon phases. They will also make constellations and put on an out of this world talent show.

Week 6:
Animal Planet
July 22- July 26

This week campers will learn about endangered species, make duck calls, and create worms out of soap!

Week 7:
Challenge Week
July 29- August 2

Field days, Minute to Win It, and Ninja Warrior challenges are the tip of the iceberg during this fun filled challenge week!

Week 8:
Builder's Week
August 5- August 9

Campers will use their STEM knowledge to create Lego structures, rice crispy castles, marshmallow catapults, and beaver dams this week.

Week 9:
Super Science
August 12- August 16

Campers will make Slime, discover magnetic cereal, write with invisible ink, and make licorice disappear! Super Science week will not disappoint!

Homestead Campers will also partake in a series of field trips and special guests this summer. These activities will be announced throughout the summer.

Please note: some of these extra activities will cost additional fees to a regular camp day and require transportation permission. Please ask Jillian for more details.

Homestead Camps Daily Activities

- 8:30-9:30: Drop off, campers will have free activity time
- 9:30– 9:45: Morning Snack
- 9:45-11:45: Themed Group Activities
- 11:45-12:00: Brain Break
- 12:00-12:30: Supervised lunch time
- 12:30-2:00: The Arts
- 2:00-3:30: POOL
- 3:30-3:45: Shower and Change
- 3:45-4:00: Afternoon Snack
- 4:00-5:00: Age Level Activities
- 5:00-5:15: Choice Time
- 5:15: Pick Up

** Note: Schedule is subject to change.*

** Tennis and swim options to be announced.*

Homestead Camps Director



Jillian Labbe:

Jillian graduated from Oswego State University of New York with a bachelors degree in Elementary Education. She moved to Colorado from New York in 2005. Prior to Homestead Jillian worked as a teacher's aide at Edwards Elementary. She became the Director of Children's Programs at Homestead Court Club in 2008. Jillian has also received a Kidding Around Yoga certification to teach children ages 2+. She is also a certified lifeguard and has CPR certification. She enjoys teaching kids the importance of respect for themselves and others, creating with play, and exercising without even knowing it! Jillian lives in Eagle with her husband, son and daughter.

Homestead Camp Parent Checklist

Parents: Please detach Parent Handbook from Registration Packet before turning in.

Registration Checklist:

- Clubhouse Registration Form
- Homestead Childcare Registration Form
- Youth Activity Registration
- Emergency Medical Information
- General Health Appraisal
- Immunization Form (not included in packet)
 - Signed by physician.
- Homestead Clubhouse Policies and Procedures
- Illness Policy
- Homestead Emergency Procedures
- Positive Discipline Policy
- Forgotten Lunch Form

Parent Signature: _____

Date: _____

Please return with registration.

Homestead Clubhouse Camp Enrollment

Child's Name: _____ Age: _____ Youth T-shirt size (circle): S M L

Please circle the days below that your child will attend.

Please include the \$20 registration fee with sign up.

Please note that any registration change will result in a \$5 fee per change.

Week of:	Monday:	Tuesday:	Wednesday:	Thursday:	Friday:
June 17– June 21	June 17 Camp	June 18 Camp	June 19 Camp	June 20 Camp	June 21 Camp
June 24– June 28	June 24 Camp	June 25 Camp	June 26 Camp	June 27 Camp	June 28 Camp
July 1- July 5	July 1 Camp	July 2 Camp	July 3 Camp	July 4 Closed	July 5 Camp
July 8- July 12	July 8 Camp	July 9 Camp	July 10 Camp	July 11 Camp	July 12 Camp
July 15– July 19	July 15 Camp	July 16 Camp	July 17 Camp	July 18 Camp	July 19 Camp
July 22– July 26	July 22 Camp	July 23 Camp	July 24 Camp	July 25 Camp	July 26 Camp
July 29– August 2	July 29 Camp	July 30 Camp	July 31 Camp	August 1 Camp	August 2 Camp
August 5– August 9	August 5 Camp	August 6 Camp	August 7 Camp	August 8 Camp	August 9 Camp
August 12– August 16	August 12 Camp	August 13 Camp	August 14 Camp	August 15 Camp	August 16 Camp

Return with registration.

HCC's Illness Policy for Children's Programs

It is often difficult for parents to know whether their children are too sick to attend Clubhouse programs. To limit the germs spread, please keep your children home when they are sick. Below you will find a checklist as to what illnesses require your child to stay home. Homestead Court Club is responsible for the care and wellbeing for all children enrolled. The Director and staff are ultimately the judge as to whether or not a child is healthy enough to attend the program.

Symptoms and illnesses that require a child to stay home:

- Colored discharge accompanied with another symptom,
- Fever over 100.5,
- Vomiting
- Diarrhea,
- Strep,
- Chicken Pox,
- Rashes,
- Flu, (A child testing positive for Flu may not return to the program for 7 days post diagnosis)
- Pink Eye,
- RSV/Croup/Other respiratory diseases/persistent cough,
- Any other infectious disease.

If your child experiences these symptoms while they are at home, please keep them home for at least 24 hours AFTER they are symptom free. Children experiencing these symptoms at Homestead programs will be sent home immediately. They will not be allowed to return for 24 hours after these symptoms subside. The use of over the counter medications does not mean that your child is well enough to attend Homestead's programs. If your child is prescribed antibiotics, they must have 3 doses before returning to Homestead's programs.

If a parent is called to pick up their ill child, a twenty minute time frame will be given for parent or authorized adult to pick up ill child.

Parents are expected to abide by Homestead Court Club's Illness Policy for Children's Programs as it is written. Families who violate this policy will receive a verbal warning. If a family continuously violates this policy, they will be asked to withdraw from the program.

Parent Signature: _____

Date: _____

Please return with registration.

HCC's Behavior Policy for Children's Programs

Homestead Clubhouse believes in a positive approach to discipline and is committed to providing an environment where children feel safe, comfortable and have a genuinely good time. Behavior management policies shall be followed to protect the safety of all children and staff.

Staff shall ensure that each child is provided with a positive model of acceptable behavior. Children are encouraged to practice those skills that will allow them to resolve conflicts and have their needs met without the use of aggressive or destructive behaviors. This is a means of preventing behavior difficulties between children and lessen the need for disciplinary action on the part of staff. When situations occur, which require intervention, staff should provide children with clear explanations as to why specific behavior is inappropriate and help them to find an alternative behavior that fits within Clubhouse guidelines. These guidelines revolve around the concern for safety of all children and for the materials within the Clubhouse. Children will be encouraged to set short, positive rules for the Clubhouse.

If a child is displaying persistent, unacceptable behavior, the staff will take steps to help the child gain self-control. A staff person will first attempt to help the child understand the gravity of the behavior. Staff will then redirect the child to activities that hold the child's attention. This choice will be made with the child. If the behavior continues, the staff person will consult with fellow staff members and/or the director to develop alternatives for helping the child gain acceptable control of his/her behavior. If the problem persists, staff will contact the child's parent for suggestions and measures to take to extinguish the behavior. The goal is to help the child strengthen his/her skills of self-control. If the problem continues to persist, staff will fill out a Positive Behavior Support Form and inform the parent or guardian at pick up time of the child's behavior. (Staff will set a time with the parent or guardian to meet and collaborate to create a Positive Behavior Support Plan.) Separating the child from the group is a final step that would be taken if all other measures have been tried. If the child can not resort to behavior that ensures his/her own safety and the safety of others in the Clubhouse, and/or smooth operation of the program; the parent will be contacted and asked to pick up the child from the program.

Staff members must adhere to the following policies:

- No child should be subjected to emotional abuse, which includes but is not limited to name calling, ostracism, shaming, making derogatory remarks about a child or the child's family, and using language that threatens, humiliates, or frightens the child.
- No child should be subjected to cruel discipline. Physical restraint is prohibited, unless necessary to protect the health and safety of the child or others.
- No child should be subjected to the use of mechanical restraints, such as tying.
- No child should be subjected to corporal punishment, which includes but is not limited to rough handling, shoving, hair pulling, ear pulling, shaking, slapping, kicking, biting, pinching, hitting, or spanking.
- No child should be force fed or denied food as a punishment for unacceptable behavior. Neither will food be given as a reward for good behavior.

Parent Signature: _____

Date: _____

***Please return with registration.**

Billing Information

Clubhouse Camp Rates

2018 Registration Fee: \$20 (includes cost of registration and a camp t-shirt)

Advance Sign Up:	\$40/day Members	\$50/day Non-Members
48 hours notice to day of: (If available)	\$45/day Members	\$55/day Non-Members

Homestead Clubhouse will bill accounts at the beginning of each week. If you would like to pay by check or credit card, please get a bill from Jillian and pay at the front desk. Please turn in registration fee at time of sign up.

Payments

Payment in full is expected on Monday of each camp week attended. If attending only a few days of the camp week, payment is due the first day of attendance. Homestead homeowners and non-resident members have the convenience to use our hassle free membership account privileges. Renters, and Non-members must pay in full at time of registration.

Refund/Withdrawal Policy

One Weeks Notice

For a full monetary refund, a written notice must be received one week prior to the withdrawal of the camper.

Less than One Weeks Notice

If notice of cancellation is given with less than one week notice, no refunds will be issued. However, credits will be granted for the reasons including, but not limited to:

Emergency closure of the facility

Physicians note stating a child is too ill/physically unable to attend

Family Emergency

***All refunds will include a \$5 surcharge.

Change of Registration

All transfers of days, weeks or sessions will include a \$5 charge for EACH DAY.

Note: Homestead reserves the right to cancel camp any day that there are not at least four children registered.

Billing Information:

By signing below I agree that I have read and understand ALL policies, including the cancellation policy, I UNDERSTAND THAT A PENALTY FEE WILL BE CHARGED FOR ANY DROP-OFF OR PICK-UP WHICH OCCURS BEFORE OR AFTER REGULAR CHILD CARE HOURS. The staff is not available before 8:30am or after 5:15pm. A \$1.00 per minute fee has been established– to be paid at time of pick up.

I give permission to the Homestead Court Club to use photos of my child for promotional purposes. _____ Yes _____ No

Parent Signature

Enrollment Date

HCC Member # _____ Non-Member

METHOD OF PAYMENT:

Please charge my account weekly (Homestead homeowners and non-resident members only)

Account #: _____ Signature: _____

Check (Advance)

Cash (Advance)

Homestead Camp Policies & Procedures

- Registration:** Before a child can attend Homestead Court Club's Summer Camp program we require a completed, up-to-date registration form, current Health Appraisal, and up-to-date Colorado Immunization records.
- Cancellations:** If a Cancellation is received at least 5 business days in advance for the Clubhouse Kid's Camp, a refund for the daily fee will be given. **NO EXCEPTIONS! Change fee of \$5 will be charged for each registration change.** Homestead reserves the right to cancel any day where there are not a minimum of four children registered.
- Sick Policy:** If a child is sick, we would prefer that they stay home from our programs. Payment is refundable with a doctor's notice. If a child becomes sick during the day, staff will contact the parent to arrange for pick-up. Please refer to Illness Policy on page 9.
- Late Fee:** Late pick-up fees of \$1.00 per minute will be incurred. All late fees will be paid immediately to the counselor who has remained with the child. More than three late pick ups will result in termination from the program.
- Release of Children:** Children must be signed in and out of the Clubhouse Kid's Camp. Children will be released only to the persons noted in the registration forms. If someone else is picking up your child, please notify Homestead staff by phone, or in writing.
- Medication:** If your child has medication needs while attending Homestead Court Club's children's programs, please contact Jillian for procedures required by the State of Colorado. (970) 926-1067
- Accessibility:** Homestead Court Club follows the guidelines set by the Americans with Disabilities Act. We do, however, appreciate advance notification if special arrangements are necessary.
- Child Protection:** Homestead Court Club is required by section 19-10-101, et seq. of Colorado Revised Statutes to report any suspected or observed child abuse or neglect to the proper authorities. (A copy of the above statute is available upon request.)
- Snack:** A light snack will be provided to children attending Homestead's children's programs. Note: this is a snack and not a meal substitute. We encourage you to send your own snack if your child only likes specific snacks.
- Lunch Option:** A Smiling Moose Lunch option for \$5 is available each camp day. See page 23 for more details. **CASH ONLY OPTION.** Orders are called in at 9:30AM and staff will not take lunch orders after this time.
- License:** Homestead's After School Program and Clubhouse Kid's Camp are licensed by the State of Colorado Department of Human Services.
- Child: Counselor Ratios and Enrollment Limits:** Clubhouse Kid's Camp– 15:1 Child: Counselor, 30 participants maximum.

I have read and I fully understand the above policies for Homestead Clubhouse Programs. I have received a copy of the Parent Handbook if I have requested it.

Parent/Guardian Signature: _____ **Date:** _____
Return with registration.

Homestead Childcare Registration Form 2019

Child's Information

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

Grade Entering this Fall _____ gender _____

Does your child have any special needs that we need to be aware of? _____

Parent/Guardian Information

Parent/Guardian #1: _____ Relationship: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____

Employers Name & Address: _____

Does the child live with this parent or guardian? Yes _____ No _____

Parent/Guardian #2: _____ Relationship: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____

Employers Name & Address: _____

Does the child live with this parent or guardian? Yes _____ No _____

Emergency Contacts/Authorized Pick Up

In the event of an emergency, it is very important that we are provided with alternate emergency contacts in case you cannot be reached. Please list at least two adults as emergency contacts authorized to pick up.

Name: _____ Relationship: _____

Home Phone: _____ Work/Cell Phone: _____

Name: _____ Relationship: _____

Home Phone: _____ Work/Cell Phone: _____

Name: _____ Relationship: _____

Home Phone: _____ Work/Cell Phone: _____

Name: _____ Relationship: _____

Home Phone: _____ Work/Cell Phone: _____

The above information is correct and I give my permission for the Homestead Court Club to release my child to the people listed above. I also realize that it is my responsibility to inform the Homestead Court Club any time the above information changes.

SIGNATURE _____ DATE _____

Return with registration.

Youth Activity Registration Form 2019

Program/Activity: Clubhouse Camp

Member # _____

Participant/Child: _____ Birthday/Grade: _____

Parent's Name: _____ Phone(Wk): _____

Parent's Name: _____ Phone(Wk): _____

Address: _____ Phone(home): _____
PO Box City, State, Zip

E-mail address: _____ Cell: _____

E-mail address: _____ Cell: _____

Personal Release

In consideration of the acceptance of my child's enrollment in this recreation program of the Homestead Owners Association/Homestead Court Club, I for myself, **my child**, my executors, administrators, and assignees, do hereby waive any and all rights and claims I may have against the Homestead Owners Association/Homestead Court Club, its personnel, instructors, or other individuals associated with the recreational program, for any and all injuries, disabilities or death suffered by my child as a result of my participation in any recreational program or activity conducted at or sponsored by the Homestead Owners Association/Homestead Court Club. My child assumes the risk of injury or death resulting from this recreational program and activity.

SIGNATURE _____ DATE _____

Medical Release

In the event that your child may require medical attention and that parents/guardian or alternate contact person's named on this application cannot be contacted, Homestead Owners Association/Homestead Court Club officials are hereby authorized to take whatever action is deemed necessary in their judgment for the health of aforesaid child. I agree I am solely responsible for the payment of all costs resulting from the rendering of medical and ambulance services.

SIGNATURE _____ DATE _____

Return with registration.

Emergency Medical Information 2019

Child's Name _____
Date of last Tetanus shot _____ Drug Allergies _____

Family Doctor _____ **Dentist** _____
Phone # _____ Phone# _____

Hospital: *Please circle one.*
Vail Valley Medical Center
181 West Meadow Drive, Vail
OR
Valley View Hospital
1906 Blake Avenue, Glenwood Springs

Insurance Co. _____
Policy Number: _____

Does your child have a past or present medical history that we should be aware of? _____

Immunization Records Received: Y _____ N _____

Emergency Medical Authorization

I hereby give my permission to the Homestead Court Club to call a doctor or transport for medical or surgical care for my child listed above should an emergency arise. It is understood that a conscientious effort will be made to locate me or my spouse before any action will be taken; but if it is not possible to locate us, this expense will be accepted by us.

Parent/Guardian Initial _____

Activity Participation

My child has permission to participate in field trips and programs activities sponsored by the Homestead Owners Association/Homestead Court Club.

Parent/Guardian Initial _____

Transportation Permission

My child has permission to be transported by the Homestead Owners Association/Homestead Court Club staff and personnel for the purpose of scheduled activities, or in case of emergency. Please note: children will need this permission signed to partake in field trip activities.

Parent/Guardian Initial _____

Sun Screen Waiver

I give the employees of the Homestead Owners Association/Homestead Court Club permission to apply sunscreen that is provided by myself to my child on an as needed basis, as prescribed by the directions on the bottle. If we forget our sunscreen, I will allow the Homestead Owners Association/Homestead Court Club staff to use their sunscreen on my child.

Parent/Guardian Initial _____

Participant Waiver

In consideration of the acceptance of my enrollment in this program, I for myself, my executors, administrators, and assignees, do hereby waive any and all rights and claims I may have against the Homestead Owners Association/Homestead Court Club, its personnel, instructors, or other individuals associated with the program, for any and all injuries or disabilities suffered by me as a result of my child's participation in said program.

Parent/Guardian Signature _____

Return with registration.

General Health Appraisal 2019

GENERAL HEALTH APPRAISAL (5-12 YEARS) FOR ENROLLMENT IN KIDS CAMP

Child's Name _____ Birthdate _____

**Note: Your child's current Immunization Record is required with health forms.*

Health History and Medical Information pertinent to routine child care and emergencies:

_____ None

_____ Please Describe:

Special Diet: _____

Allergies: _____ Type of Reaction: _____

Asthma: yes no

**Note: If allergies/asthma require any type of medication, please have your physician fill out Allergy or Asthma Plan.*

Current Medications: _____

Health Provider Name: _____ Telephone: _____

Address: _____

Date of most recent examination of child (note: within the last 12 months): _____

Dentist Name: _____ Telephone: _____

Address: _____

Date of most recent examination of child: _____

I, _____, give consent for Homestead Clubhouse to discuss my child's health concerns with the health care provider and dentist.

(Parent or Legal Guardian Signature)

(Date)

Homestead Court Club
PO BOX 808, Edwards, CO, 81632
400 Homestead Drive, Edwards, CO, 81632
Phone: 970-926-1067

Return with registration.

Homestead Emergency Procedures

Parent Notification Letter for Emergency

Homestead Court Club
400 Homestead Drive, Edwards, CO 81632
Phone: 970-926-1067
Fax: 970-926-4710
License Number 86843

Contact Person:
Jillian Labbe
970-401-3054
jillian@homesteadcourtclub.com

Contact Person:
Kim Baugh
970-331-3783
kim@homesteadcourtclub.com

In the event of an evacuation specific to Homestead Court Club, the staff and children will evacuate the building and gather in the front parking lot, or the back patio.

In the event of a local evacuation, the staff and children will evacuate to the Homestead Park (located at the rear of the building), or the Gore Range Montessori playground (located to the right of Homestead Court Club).

In the event that Homestead Court Club must be evacuated due to an emergency in the immediate area, the staff and children will be transported to the Erickson Residence on Remington Trail, or to Edwards Elementary School on Meile Lane.

**In the event that the staff and children are evacuated to a shelter due to pre-evacuation or mandatory evacuation, every attempt will be made to inform parents of the shelter location as soon as children and staff have been safely evacuated.

Parent Name _____ Date _____

Parent Signature _____

Return with registration.

Swim/Tennis Program Transfer Form

My child, _____, may be signed out of Homestead Court Club Clubhouse Summer Camp by the on site Camp Director, on Swim Team/Swim Team Preparation/Tennis days. I understand that the Homestead Clubhouse Camp program and camp counselors are not responsible for my child once they are signed out for a swim/tennis program.

Please Note: Registration and payment correspondence must be made in advance with either the swim team coach, or the Tennis Pros. Homestead Clubhouse Staff will be responsible for making sure your child gets to and from their scheduled program. If your child's lesson is before or after Clubhouse hours, please note that the parent is responsible for drop off and/or pick up from the lesson or program. **Please make sure to notify the camp Director each morning at drop off if your child needs to go to swim or tennis that day.**

Parent's Name: _____

Parent's Signature: _____

Date: _____

Clubhouse Director's Signature: _____

Date: _____

Return with registration if your child will attend a swim or tennis program at Homestead on days they attend Clubhouse Camp.

Tennis Programs

Junior Tennis Programs at Homestead are offered for all ages and ability levels.

Please register your child for tennis clinics with our Tennis Pros. Registration flyers are available at both the front desk and on our website; hcchoa.com.

Please Note: Registration and payment correspondence will be with the Tennis Pros. Homestead Clubhouse Staff will be responsible for making sure your child gets to and from their scheduled lesson/clinic. If your child's lesson is before or after Clubhouse hours, please note that the parent is responsible for drop off and/or pick up from the lesson or program. Please make sure to sign the swim/tennis release slip in this packet if your child will attend HCC tennis programs.

Swim Programs

Homestead offers private, semi-private, and group swim lessons by appointment as well as swim team and swim team prep.

Please sign up for your swim sessions our outstanding swim coach. Registration flyers are available at both the front desk and online at hcchoa.com.

Please Note: Registration and payment correspondence will be with the swim coach. Homestead Clubhouse Staff will be responsible for making sure your child gets to and from their scheduled lesson. If your child's lesson is before or after Clubhouse hours, please note that the parent is responsible for drop off and/or pick up from the lesson or program. Please make sure to sign the swim/tennis release slip in this packet if your child will attend HCC swim programs.

Lunch Options



When: Monday through Friday

How: Bring in \$5 cash each day your child would like a lunch. *CASH ONLY.*

What's the deal: A \$5 lunch including a drink and an apple sauce.

How: Check the lunch option on the daily sign in sheet as you sign in your child.

Lunch Options:

Mac n Cheese

Quesadilla

Grilled cheese sandwich

Cup of Chicken Noodle soup

Ham and cheese, Turkey and cheese, or PB&J sandwich

All of these come with a milk or water, and an apple sauce.

Note: Orders are called in at 9:30AM and no orders will be taken after this time.

If my child arrives to camp without a lunch and I do not sign my child up for a lunch, I understand that a \$10 fee will be charged to my daily camp fee to pay for my child's lunch.

Signature: _____

**Return with registration*