

EICC Summer Camp General Information and Policies

January 16, 2015

Registration:

Program fees are established by determining the cost of supplies, compensation for facilitators and aides, venue, registration and program administration, materials, and the price of marketing in order to deliver high quality programs at an affordable price.

Participation:

Only individuals who are registered may participate. Where age or grade restrictions apply, “age” usually refers to the age of the participant at the start of the program and “grade” to current grade. For many programs, registrants or parents/legal guardians of minor registrants will be required to provide a signed Participant Information form at the first meeting. The purpose of this form is to ensure that participants willingly share responsibility for their own safety. All activities contain certain inherent risks that each participant assumes. Due to the strenuous nature of some activities, each participant is urged to consult his or her physician concerning his or her fitness to participate. Please note that some programs will require confirmation that immunizations are current.

Parental/Guardian Sign In and Sign Out:

A parent or legal guardian must accompany a child each day for both check-in and pick-up. It is your responsibility to sign your child in at the beginning of the program and sign your child out immediately following the program. Staff are not responsible for your child before or after scheduled activities.

Children must remain with the program for the full period scheduled. To leave before a day’s program is complete, a child must have written parental consent or the parent/legal guardian must pick the child up after notifying the program director. No refunds will be issued for time missed for this or from dismissals resulting from disciplinary action.

Filled Programs:

Space is limited in most activities — early registration is advised. If a program is filled when we receive your registration, we will contact you; you may then cancel your application at no charge, select an alternate program or place your name on a waiting list. There is no fee to be placed on a waiting list.

Cancelled Programs:

We don’t like to cancel programs, but each one must meet its minimum enrollment. Don’t be disappointed — register early and bring a friend! An activity may also be canceled due to circumstances beyond our control, such as the unavailability of an instructor or location. If a program is canceled, registrants will be contacted immediately and a full refund credited. Our goal is to make the decision to cancel a program 10 working days before it is scheduled to start – hoping to give parents adequate time to make other plans for their campers.

Refunds:

We recognize that you may wish to withdraw for a variety of reasons, but our policy encourages early decisions so as to not affect other customers or our ability to efficiently deliver the programs. If your plans change, you may cancel your registration up to five business days (Monday - Friday) prior to the start of the program and receive a full refund. After that, no refunds will be issued. Please note that if you don't cancel and don't attend, you are still responsible for payment. If a class is cancelled, you will receive a full refund.

Camp Cancellation:

A decision may be made by the college administration to cancel the program based on unexpected facility issues or insufficient enrollment. The decision to cancel will be made 2 weeks prior to the camp starting date.

Weather:

Please keep in mind that many camp activities will be outdoors. Dress your camper appropriately for the weather and physical activities – and remember the sunscreen! All camp locations have safe areas designated in the event of severe weather/storms. In extremely bad weather, classes may be postponed or cancelled. This does not occur very often. Listen to local radio stations for college announcements.

Rules of Conduct:

The following rules must be observed while participating in College programs. Specific rules may be added for individual programs and needs.

- No food or beverages in unauthorized areas; glass containers are prohibited.
- No smoking in buildings or on school property.
- No soliciting or loitering.
- No interference with employee or volunteer duties.
- No harassment or inappropriate or indecent conduct or language.
- No unauthorized use of drugs, intoxicants or weapons.
- No parking in unauthorized areas or driving/parking on field areas.
- No alteration or installation of equipment (e.g. basketball hoops, fences.)
- No defacing of property, indoors or outdoors.
- No conduct that may jeopardize the safety of others

Accommodations for People With Disabilities:

The College is a recognized leader in opportunities for individuals with disabilities and is pleased to comply with Americans with Disabilities Act (A.D.A.) regulations. Individuals with disabilities are encouraged to register for general programs. With your registration, please include specific information regarding the student's disability and any accommodations needed. We will make every effort to provide reasonable accommodations on an individual basis. To assure the best experience for all participants, we need your accommodation request along with your registration a minimum of three weeks in advance of the first program date.

Other Policies:

Additionally, the College reserves the right:

- to cancel a program for any reasonable cause;
- to deny registration or entry into a program when it deems necessary to assure public safety;
- to suspend a child from a program with no refund, after notifying a parent of disciplinary problems;
- to photograph programs, participants and volunteers for publicity purposes; and/or
- to adjust any program details including fees, locations, instructors, times, days and starting dates.