

## **BEHAVIORAL GUIDELINES & DISCIPLINARY ACTIONS**

At Great Hearts Summer Camp/Programs, our environment is designed to help form our young scholars into great-hearted children. We teach rules of proper behavior, and we reinforce kind and thoughtful acts towards others. We believe that, when children are taught what is expected of them and how to get along with others, they will be successful in engaging in fun, meaningful learning, and misbehavior will be minimal.

Our team is experienced in mentoring young children's behavior, and our program is designed to provide opportunities for our scholars to have experiences that promote the nine core virtues: humility, integrity, friendship, perseverance, wisdom, courage, responsibility, honesty, and citizenship.

If a scholar's behavior endangers their welfare and safety or that of other children or staff members, the child will be redirected into another activity. Should the scholar continue the behavior, s/he will be removed from the situation. Additionally, there may be circumstances where we ask you to pick up your child and keep him/her out of the program for a period (one day to one week, depending on the situation). In these cases, we will provide you written documentation of the unacceptable behaviors. We will also meet with you (in person or by phone) to discuss your child's behavior. We will make every effort to make reasonable accommodations to assist your child in being successful in the program.

In cases where after repeated intervention and notice to the guardians, scholars continuously engage in inappropriate behavior such as bullying, physically hurting self or others, inappropriate language, frequent tantrums, destruction of property, disobeying teachers' directives, running away from the class, etc., the scholar may be withdrawn from the program. Please note that no refunds will be issued for students who are asked to leave Summer Camp/Program due to continued inappropriate behavior.

### **FAMILY BEHAVIOR**

We will do our best to partner with your family. However, there are rare occasions which a parents'/guardians' actions or behavior would warrant the need for them to find a more suitable setting for themselves and their scholar:

- Parent/Guardian fails to follow school policies and procedures
- Parent/Guardian employs abusive or threatening language toward staff or scholars
- Family or child's behavior does not reflect the mission of Great Hearts

### **ESS SERVICES & REASONABLE ACCOMMODATIONS**

Great Hearts Summer Camp/Programs are tuition-based programs which are separate and distinct from the Great Hearts public charter school program. Great Hearts Summer Camp/Program is not a public, curriculum-based school program and ESS services are not provided to Summer Camp/Program students; however, we do partner with parents/guardians and each academy in order to make reasonable, safe accommodations for any scholar in our care,

in compliance with the ADA. If your student has an IEP or a 504 plan during the school day either at a Great Hearts academy or elsewhere, please let us know if there are reasonable accommodations your student may require to participate in the Summer Camp/Program. Please keep in mind that the accommodations provided in a summer camp environment may not be the same as those your student receives during the public school day.

## **INCOMING KINDERGARTEN SCHOLARS**

- Please note that scholars do not take naps during Great Hearts Summer Camp/Programs.
- All children must be completely potty trained.

## **PAYMENT POLICY**

**Contact Information:** All billing requests, notifications, and inquiries should be directed to:

[Programs@GreatHeartsAZ.org](mailto:Programs@GreatHeartsAZ.org) or 602-396-7574

**Payment:** Payment is due at time of registration. Summer Camp/Programs space is limited, and registrations are accepted on a first-come, first-served basis. Registration must be submitted by 6:00 pm the Wednesday before the week of camp you want your scholar to attend, providing space is available.

Payment in full is due at the time of registration to reserve your camper's space. Though we expect camps to fill quickly, we do reserve the right to cancel camps/programs with insufficient enrollment.

**Refunds: NO regular refunds will be issued after the posted date of May 1, 2022** (any refunds issued prior to May 1 will be less registration fees). The registration fee is non-refundable. No refunds will be issued for partially used weeks. Non-attendance is not a form of withdrawal for a refund. Exceptions will only be made for COVID-related reasons – see below.

**Changes:** You may add camps/programs at any time, however if you need to change camps, please contact [Programs@GreatHeartsAZ.org](mailto:Programs@GreatHeartsAZ.org). You will be charged a \$15 fee for every change to your camp/program schedule (this includes moving from one week to another).

**COVID-19 related account adjustments:** During this pandemic, circumstances may arise whereby a scholar registered for Summer Camp/Programs is required to quarantine. In all circumstances where quarantine or a program closure is required, account actions will be reviewed, and decisions made on a case-by-case basis. Please note the following:

1. Account holders are responsible for contacting the Co-Curricular Billing Specialist by June 30, 2022, to request account adjustments if their child is required to quarantine per public health guidelines. Voluntary quarantines are not eligible for account adjustments.
2. Once the Billing Specialist is notified, our department will verify the quarantine requirement with the academy prior to any billing changes being made. Refunds are not

guaranteed, and account actions will not be taken until the scholar returns to the academy and the program week is complete.

3. If a program transfer is required due to a required quarantine, transfer fees will be waived.
4. If a required closure or quarantine should occur that impacts a partial week of attendance, an account will be eligible for a partial refund only.
5. Registration fees are NOT refundable under any circumstance.
6. Refunds cannot be issued under any other circumstance. Requests for account changes that are not COVID related must follow the guidelines outlined in the Payment Policies.

**Split Payments:** We are unable to facilitate splitting payments between two credit cards.

**Checks:** We are unable to accept checks as a form of payment.

**Late Pick-Ups:** A charge of \$2.00/minute will be incurred for late pickups. Further, note that we will call proper authorities for children who are not picked up by 6:30pm.

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## **SAFE RETURN POLICIES**

Please refer to the [Great Hearts Safe Return](#) page on our website for current COVID-related policies and procedures.

*Summer Programs will not have access to the Nurse's office during program hours.* Programs have basic first aid supplies and are prepared to respond to minor incidents. A Great Hearts medical professional will also be on-call for all Summer Programs.

## **SUMMER CAMP/PROGRAM MEDICAL DISCLAIMER AND MEDICATION POLICY**

The information provided is correct to the best of my knowledge. The child listed on this form has my permission to engage in all Summer Camp/Programs activities, except if noted by me. I agree to hold harmless Great Hearts for any injuries my child may sustain during the program.

I (we), the undersigned, understand that Great Hearts Summer Camp/Program staff will first contact me directly after contacting emergency services in case of a life-threatening emergency. I (we) authorize Summer Camp/Program staff members (in the event they cannot reach me [us]) to serve as agent(s) for the undersigned to consent to any medical or surgical diagnosis or treatment, anesthetic, X-ray exam, along with treatment and/or hospital care which is deemed advisable by, and is to be rendered under the general or special supervision of any physician or

surgeon licensed under the provisions of the Medical Practice Act on the medical staff of any accredited hospital, whether such diagnosis or treatment is rendered at the office of said physician or at said hospital. I (we) understand that I (we) will be responsible for expenses for such services.

I (we) understand that this authorization is given in advance of any specific diagnosis, treatment, or hospital care being required, but is given to provide authority and power on the part of our aforesaid agent(s) to give specific consent to any and all such diagnosis, treatment, or hospital care which the aforementioned physician in the exercise of his/her best judgment may deem advisable. This form may be photocopied for use away from the main program site.

I (we) am aware that Great Hearts Summer Camp/Program involves less structured activities than the regular school day including playground time and game playing, and that such activities may result in risk of personal injury or harm to my child.

I (we) hereby agree to release and hold harmless Great Hearts Academies, its respective Boards of Directors, agencies, officers, employees, committees, and volunteers, from and against all liability, loss, damages, claims, or actions (including legal costs and attorneys' fees) for any bodily injury and/or property damage, to the extent permissible by law arising from or related to his/her participation.

This waiver and hold harmless agreement shall include indemnity against all costs (including without limitation, reasonable attorneys' fees and court costs), expenses, and liabilities incurred or in connection with any such claim or proceeding brought thereon and in defense thereof.

I (we) understand that Great Hearts Summer Camp/Programs will only administer medications when they are needed to avoid a life-threatening situation. These types of medications would include EpiPens, inhalers, and breathing treatments.

I (we) understand that all medications and consent forms must be complete and turned into the Campus Coordinator prior to the 1<sup>st</sup> day of the camp/program.

I (we) understand that all medications must be brought to the camp/program in their original packaging with the original prescription label legible, be current, and contain the dosage.

A Medication Consent form must be completed by the parent/guardian and given directly to the Campus Coordinator (a written doctor's authorization is also required for any medications requiring an injection).

I (we) understand that all consent forms must be updated every time a medication is refilled, updated or otherwise modified. Great Hearts Summer Camp/Programs will not administer any other over the counter or prescribed medications.

I (we) understand that **all unused medications must be picked up by parents at the end of the Summer Camp/Program**. Parents will be notified of expired medications; the medication

should then be picked up by a parent. Medications not taken home within a week of being notified will be disposed of in accordance with federal guidelines.

I (we) hereby give permission to Great Hearts Summer Camp/Programs for emergency transportation and/or treatment in the event of illness or injury.

I hereby accept responsibility for the payment of any emergency transportation and/or treatment.

I further certify that I am fully competent to enter into this agreement, and that I have informed the Great Hearts Summer Camp/Program in writing of any medical or physical conditions, including allergies, that would restrict my scholar's participation in any program or activity.

In signing this waiver, indemnification, and hold harmless form, I (we) acknowledge that I (we) have read and understand fully the foregoing agreement and sign it voluntarily as my own free act and deed; no oral representations, statements, or inducements, apart from the foregoing written agreement, have been made.