

SouthLake Summer Programs Policies and Guidelines

Registration

Registrations must be accompanied by full payment. A \$25 service charge is required for camp changes after May 30. Refunds will not be issued after May 30; certain exceptions may apply. Registration for each camp ends at 4:00 p.m. on the Friday, one week before that camp begins. No new registrations will be accepted after that day.

Drop-off/Pick-up

The drop-off/pick-up window is 15 minutes before camp and 15 minutes after camp—NO EXCEPTIONS. Unless otherwise specified, all students should be dropped off and picked up at the flag pole near the football field. Students will enter the high school building and wait in the gymnasium for the camp leader to pick them up as a group. Any child who will not be picked up by his/her parent MUST have written permission to ride with someone else. This permission must be presented to the camp leader at the beginning of class on the corresponding day. Students who are registered for two camps in the same day (9:00a–12:00p & 1:00p–4:00p) will be permitted to stay on campus from 12:15p–12:45p but must bring a lunch from home. The lunch period will be monitored by a Summer Programs staff member. Students who plan to attend Horse and Farm Camp and Quickstart Tennis Camp will be transported on SouthLake Christian Academy school buses which are operated by certified staff drivers.

Refund Policy

Every effort will be made to offer the camps as described in this Summer Programs Catalog. Occasionally, circumstances arise which necessitate a change. If SouthLake Christian Academy cancels a camp for any reason, applicants will receive a full refund. The Enrichment office reserves the right to cancel a Summer Programs camp. If, after a camp has begun, it becomes apparent that the Summer Programs staff has not been made aware of specific medical or emotional needs that cannot be accommodated, or if the camper is uncooperative with instructors or a detriment to other students, the camper may be removed from any current or future camp that he/she may be registered to attend without refund. There are no refunds after May 30 except for course cancellation. In the unusual case where refunds are appropriate (with the exception of cancelled courses), there is a \$25 processing fee. In the case that a refund is appropriate after camp has started, that refund will be issued on a pro rata basis.

Insurance

All students participating in Summer Programs must be covered by health insurance. It is the responsibility of the student's parents to provide insurance in the event of an injury while participating in any Summer Programs camp. SouthLake does not assume any financial responsibility for injuries received while participating in a Summer Programs camp. SouthLake Christian Academy provides secondary insurance coverage for enrolled SouthLake students only. Parents of non-SouthLake students must read, sign, and submit an insurance disclosure statement along with the registration form.

Safety

SouthLake places a high priority on providing a safe, secure, and pleasant environment where students are free from distractions and can concentrate on camp activities. In order to make this possible, everyone must know the school and summer camp policies and abide by them. The school, through the Director of Enrichment, reserves the right to remove from campus any person who negatively impacts camp activities. Students are not permitted to use cell phones during the camp. Students are transported to any activity off campus in school-approved vehicles which meet federal safety standards. Adults with the proper credentials drive all school vehicles. No shoes with wheels are permitted on campus. Cell phone use is prohibited in carpool area. SouthLake reserves the right to use photos of your child involved in camp activities in SouthLake Christian Academy and Summer Programs publications.