



Adventure Bound Day Camps

Summer 2020 Registration for Grades K-6_{(ages 5-14)*}

**Campers must be 5 years old before attending their first day of camp*

PRIORITY Registration: Returning 2019 families may submit completed forms in-person at the Chilson front desk anytime during open business hours between Monday, February 3rd and Thursday, February 6th.

PUBLIC Registration: New campers (or returning families who missed priority registration) may submit completed forms beginning Tuesday, February 11th at 7:30am, in-person only at the Chilson front desk.

*****All registrations will be processed in the order they are received, based on availability.*****

Step 1. Complete all of the following information. You will be notified of any updates or changes to your registration at the information provided. Invitations for required events & online camper profiles will be sent to the email listed.

Camper Name: _____ Birthdate: ___ / ___ / ___ Grade in Fall 2020: _____
Parent/Guardian Name(s): _____
Home Address: _____ City/State/Zip: _____
Primary Phone #: (_____) _____ Secondary Phone #: (_____) _____
Email Address(es): _____

Step 2. Read the policies & procedures on the attached sheet and initial/sign the statements below.

- _____ I have read and understand the Registration procedures and the Fee & Payment Schedule policy
_____ I have read and understand the Withdrawal from Camp and Transfer, Cancellation, & Refund Request policies
_____ I have read and understand the Enrollment Profile & Immunization Record policy. I agree to complete my camper's online ePACT profile, including upload of current immunization record prior to Friday, May 29th.

Additional policies & procedures are reviewed at REQUIRED Parent Orientation meetings before camp starts. A full 2020 ABDC Parent Manual is available online at cityofloveland.org/abdc. A printed copy is available upon request.

Step 3. Answer the following questions by circling the appropriate response:

- Does the enrolled camper need a modification due to a disability to safely and enjoyably participate in Adventure Bound Day Camp programs? YES NO
If you answered YES, please describe the modification needed: _____
- Are there any activities that your child must be excluded from participating in while attending Adventure Bound Day Camp programs? YES NO
If you answered YES, please describe the necessary exclusions: _____
- Does your camper require medication to be administered during the camp day (routine medication, inhaler, epinephrine auto injector, etc.)? YES NO
If you answered YES, please describe: _____

*****Please continue Steps 4 and 5 on the back side of this page*****

Step 4. Review weekly camp fees, schedule options and activity themes, and then select the schedule you want for each week of the summer by checking the appropriate boxes in the chart below.

Weekly Camp Fees:

- ⇒ **2-Day (Tuesday/Thursday ONLY*):** \$88
- ⇒ **3-Day (Monday/Wednesday/Friday ONLY*):** \$129
- ⇒ **4-Day (Monday through Thursday; Weeks 4 & 10 ONLY):** \$168
- ⇒ **5-Day (Monday through Friday):** \$200

**NOTE: not all weeks have allocated weekday availability due to school and holiday schedules. Double check to confirm your selections.*

For Front Desk Use ONLY

Received/Reviewed By: _____

Date & Time: _____

Due at time of registration:

of wks: ____ x \$25/wk deposit = ____

+ \$35 non-refundable Reg Fee

TOTAL DUE: _____

Week	4/5-Day (M-Th/M-F)	2-Day (T/Th)	3-Day (M/W/F)
Wk 1: M, 6/8 - F, 6/12 Wild, Wild West	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wk 2: M, 6/15 - F, 6/19 Back to the Future	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wk 3: M, 6/22 - F, 6/26 Tropical Adventure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wk 4: M, 6/29 - Th, 7/2 ONLY Team U.S.A.	(M-Th ONLY) <input type="checkbox"/>	<input type="checkbox"/>	(M/W ONLY) <input type="checkbox"/>
Wk 5: M, 7/6 - F, 7/10 Water Wonderland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wk 6: M, 7/13 - F, 7/17 Shipwrecked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wk 7: M, 7/20 - F, 7/24 Food & Fitness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wk 8: M, 7/27 - F, 7/31 Olympic Week	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wk 9: M, 8/3 - F, 8/7 Goin' On Safari	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wk 10: M, 8/10 - Th, 8/13 ONLY Fair Frenzy	(M-Th ONLY) <input type="checkbox"/>	<input type="checkbox"/>	(M/W ONLY) <input type="checkbox"/>

Step 5. Review ALL camp selections. Sign & date that all information provided & dates selected are accurate.

Name (Printed): _____

Signature: _____ Date: _____

Questions?
Call 970.962.2487





Adventure Bound Day Camps

2020 Enrollment Policies & FAQ's

When are Payments Due?

- ◆ The remaining balance of camp weeks is broken into 3 monthly payments:
 - May 26th: Grades K-7 Weeks 1-3
 - June 15th: Grades K-7 Weeks 4-7
 - July 13th: Grades K-7 Weeks 8-10
- ◆ **If you are in need of an alternative payment schedule please contact Kelly Rathbun, Day Camp Director.**

When are Parent Orientation Meetings?

- ◆ **Due to the Chilson Facility Closure and the Safer-at-Home order, Parent Orientation meetings will be converted to a virtual format and sent to families using the email provided on their registration form.**
- ◆ **The NEW Parent Orientation Video will be sent to families on Thursday, 5/21.**
- ◆ **ePACT invitations will be sent in the morning on Friday, 5/22.**

Where is the Parent Manual?

- ◆ You can download a copy on the website at www.CityofLoveland.org/ABDC.
- ◆ Call the Camp Director if you'd like to pick up a paper copy at the Chilson Center front desk.

Still Have Questions?

Contact the Camp Director at (970) 962-2487 or email Kelly.Rathbun@CityofLoveland.org.

What if I need to cancel?

- ◆ **Transfers & Cancellations of camp weeks will be allowed without penalty depending on schedule availability if submitted on/before Sunday, June 7th.**
- ◆ After camp begins on Monday, 6/8 our regular cancellation fee will apply (see the full policy on the next page).

ePACT Electronic Enrollment Profiles

- ◆ **What information will I need to provide?** In addition to family & emergency contact information, you will need to provide a current copy of your camper's immunization records. If your camper has any allergies and/or medications to be administered at camp, please email the Camp Director as soon as possible to obtain the required forms. Please note that these forms will require a physician's signature.
- ◆ **When does it need to be completed?** You will receive an invitation from ePACT to complete your camper's profile. All ePACT profiles must be 100% complete (including uploaded immunization records & allergy/medication forms) by Friday, May 29, 2020.
- ◆ **What if I completed my camper's ePACT profile, immunization records and/or allergy/medication forms for camp last year?** If you fully completed ePACT last summer, your information is saved! You will need to log in, ensure the information is correct, re-sign all authorizations and re-share the information with ABDC. **NOTE:** Allergy or medication forms older than 1 year will need to be updated and re-signed by a physician.



Adventure Bound Day Camp (ABDC) Registration & Fee Policies

Registration

Registration begins in January/February, with specific annual dates listed in our Winter/Spring Activity Guide. Families returning from the previous camp year have a priority registration period the week prior to public registration. All camp spaces are filled on a first-come, first-serve basis based on availability. Registration forms can be picked up at the Chilson Center front desk or downloaded online: www.CityofLoveland.org/ABDC. Completed registration forms and appropriate fees are accepted in-person only at the Chilson Center front desk beginning on designated priority and public registration days, and remain open until all spaces are filled.

Additional enrichment activities and field trips may be available through in-person registration at Parent Orientation meetings in April, or through online registration through [WebTrac](#) beginning with the Summer Activity Guide registration dates (concurrent ABDC registrations may be required.)

Fees & Payment Schedule

A \$35 non-refundable registration fee for each camper is due at the time of registration, covering daily use of Rocky Mountain Sunscreen (SPF 50+), access to online camper profiles & emergency notifications, and administrative costs for household account management including registrations, transfers, & cancellations/withdrawals.

A \$25/week deposit per camper is also due at the time of registration. Weekly deposits are applied toward the balance due for each week of camp. Remaining weekly balances are broken into 3 monthly payments according to the itemized fee & payment schedule. Payments can be made in-person at the Chilson Center front desk or online through [WebTrac](#). Payments cannot be made over the phone. If you need to discuss alternative payment options, please contact Kelly Rathbun, Day Camp Director.

Weekly camp fees include all on-site activities and most off-site field trips. Optional enrichment activities such as swim lessons or Friday field trips may be added to a current camper's schedule for an additional fee. All additional enrichment and field trip fees are due at the time of the corresponding camp week's due date.

Child Care Statements may be printed through [WebTrac](#). The **City of Loveland Tax ID #** is 84-6000609.

Withdrawal from Camp

If camp no longer meets the needs of a camper or their family due to philosophical differences or disciplinary issues, a parent/guardian may withdraw the child from camp programs at any time. Withdrawal notifications must be submitted in writing in order to avoid additional fees from being charged. See the following policy on Transfers/Cancellations/Refunds for more information on deadlines and requirements for refunds of fees already charged. All approved refunds are determined at the discretion of the assigned Recreation Coordinator.

Transfers/Cancellations/Refunds

All transfers, cancellations, and refund requests must be submitted **IN WRITING**. A Camp Transfer/Refund Form will be provided at the time of registration. Additional forms are available at the Chilson Center front desk or online at www.cityofloveland.org/ABDC. Completed forms may be submitted back to the Chilson Center front desk or emailed directly to the Day Camp Director. All sections of the Camp Transfer/Refund Form must be completed in their entirety in order to be eligible for any refund.

Camp week transfers/cancellation that are submitted on or before Sunday, June 7th will be allowed without penalty. Beginning on Monday, June 8th our regular cancellation/transfer policy will apply and is as follows: Any and all cancellations may be subject to forfeiture of the \$25/week per child deposit. Additionally, cancellations made less than 10 business days prior to the week your child is scheduled to attend are subject to forfeiture of 50% of the weekly fee. NO refunds will be given for cancellations made less than 5 working days prior to the week your child is scheduled to attend.

Enrollment Profiles & Immunization Records

Camper's must have a fully completed enrollment profile on file with camp staff prior to attending camp programs. Profiles are completed through ePACT, an online emergency notification system, and include emergency contact & authorized pick-up information, health/medical/behavior history, REQUIRED current immunization records and all liability/release waivers. Invitations to complete online profiles are emailed *after* parent orientation meetings. All medications needing to be administered at camp will require additional forms to be completed and signed by a physician, and submitted to camp staff prior to camper attendance in camp programs. Blank forms are available for download in the Shared Files section of the ePACT profile.