

Dear Parents:

Welcome to LCCC Summer Youth Camps

Below is **Very important information** for you and your child.

To ensure you are happy with the program, and your kids have a fun summer experience, please take the time to read each important point below:

Important things to do **before All Summer Youth Camps classes begin:**

- # Please check each Youth Camps individual course description for drop off, lunch and pick up information, as well as, any other specific class details.
- # The Youth Camp Liability Waiver must be signed by you and returned to LCCC by Friday, June 1st at 4:00 p.m. for June Camps and by Friday, June 29th at 4:00 pm for July Camps. **Until the forms are received, your child is not completely registered for Classes and may be dropped.** If these forms are not received by the due date, we are unable to let your child attend their classes until the form has been completed. **We cannot issue refunds.**
- # A 100% refund is available if Class/Camp is dropped no later than registration/refund deadline published on back cover page of Summer Youth Program Guide. Classes/Camps dropped after registration/refund deadlines are not eligible for a refund.
- # If you have an emergency and are unable to pick up your child on time, call the Life Enrichment Office at 778-1236.

Below are Important SEEK Specific class details:

- # Classes start at 9 am and 1 pm. Morning SEEKERS have two options for drop off. They can be dropped off at their Classroom between 8:45-9:00 am, or they have the option to be dropped off at the **Recreation and Athletic Center (RAC) Building in the multipurpose room** between 8:00-8:45. Structured and supervised activities will be provided during that time. SEEK staff and/or volunteers will then walk students at 8:45 am to their morning classes starting at 9:00 am. If you arrive to drop off your child after 8:45, please bring child(ren) directly to their Classroom.
- # Due to safety concerns we are asking that students do not wear Flip Flops during SEEK.
- # **The use of electronic devices during SEEK is not permitted, this includes our lunch time.** Cell phones are permitted for use to call parents during the day, but otherwise must be left in the student's backpack or provided SEEK bag. Students caught using electronic devices will be able to pick up their device from the Life Enrichment office at the end of the SEEK day.

OVER



Morning Classes:

- # **IMPORTANT!** If you pick up your child at their Classroom after a morning Class, please plan to arrive by **11:55 a.m.**, as volunteers will start picking up children from Classes between 11:55 am and 12:10 pm and all SEEKERS will be taken to the **RAC Building**, no exceptions. This allows our teachers a lunch.
- # If you miss the window of time to pick up your child at their Classroom after the morning Class, you may pick them up at the **Recreation and Athletic Center (RAC)** at **12:15**. **All children must be signed out by an adult before they are able to leave the Recreation and Athletic Center. Once a child leaves a Classroom with a volunteer they must be signed out at the RAC building.**
- # **If your student is only attending the morning session of SEEK**, you can pick them up in **RAC room 114**. (Please note this is a change that began last year)

Lunch:

- # Please remember all-day SEEKERS will need to bring a sack lunch and there are no refrigerators or microwaves.

Afternoon classes, All-Day SEEKERS and Dismissal:

- # SEEKERS taking both morning and afternoon classes will be taken to their afternoon classes by SEEK volunteers.
- # All Afternoon only SEEKERS are to be dropped off **at their Classroom between 12:45-1:00 pm.**
- # All children in afternoon classes must be picked up at their **CLASSROOMS** at **4:00 pm**. We appreciate your help with this.
- # Any child who is not picked up within 10 minutes of afternoon class dismissal will be taken to the Life Enrichment office located in the Center for Conferences and Institutes in room 109. **We ask that all children be picked up for the day no later than 4:15 pm.** If you have an emergency and are unable to pick up your child on time, call the Life Enrichment Office at 778-1236

Thank you for your participation in our programs and adherence to these policies. The policies are in place to ensure that your child has a wonderful, safe summer experience. We're really excited about SEEK and our Youth Camps this summer and we look forward to a fun program with your child!

Sincerely,

Christie Goertel

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Program Manager, Life Enrichment