



# SUMMER CAMP ENROLLMENT PACKET 2024

Hours of Operation: 6am-6pm, Monday-Friday

1511 US 301 SOUTH, TAMPA, FL 33619

(P) 813-626-4600 Email: Office@htfwc.com

Child's Name \_\_\_\_\_ Date \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age/Grade \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Best Daytime/Emergency Contact & Number \_\_\_\_\_

Email Address (required) \_\_\_\_\_

### Parents/Legal Guardians Information (both sections MUST be filled out completely)

Mother's Name \_\_\_\_\_ Father's Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Employer Name \_\_\_\_\_ Employer Name \_\_\_\_\_

Business Name \_\_\_\_\_ Business Name \_\_\_\_\_

Cell Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Home Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

**Tell Us about your child:** Every child is unique, please use this space to tell us any concerns you may have, and also make us aware of any behavioral or developmental issues affecting your child in order to better assist in caring for him/her. You may also use this space to tell us of your child's gifts, talents and strengths.

\_\_\_\_\_  
\_\_\_\_\_

**Allergies/Medical Conditions:** Please list any and all allergies, medical conditions, and/or current medication:

\_\_\_\_\_  
\_\_\_\_\_

Parent/Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\*OFFICE STAFF ONLY\*\*\*\*\*

Registration Fee: \_\_\_\_\_ Date Pd: \_\_\_\_\_

How did parent hear about us: \_\_\_\_\_ T-Shirt Size: S M L XL

Amount Paid: \_\_\_\_\_ Date: \_\_\_\_\_ How Many: \_\_\_\_\_



**Emergency Contact Information**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Relationship to Child \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Relationship to Child \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Relationship to Child \_\_\_\_\_

**Release for Pick Up**

**Any person other than you or your spouse that you want to give permission to sign your child out from our Center, must be listed below and must show a valid driver's license to us upon arrival to pick up your child.**

\_\_\_\_\_  
Name Relationship to Child

\_\_\_\_\_  
Name Relationship to Child

\_\_\_\_\_  
Name Relationship to Child

Please notify the Director in writing of any person who is not allowed to have any contact with your child. Please include a copy of any **No Contact Order** per any court decision. This includes custody disputes.

Please be aware that **NO ONE** may drop-off or pick-up while the children are out on field trips. This is for the legal safety of the child(ren) and the liability to our staff members. There are appropriate drop-off and pick-up times each day back at our Center.

By signing below, you state that you have read and agree to the rules and conditions outlined in this **FireHouse packet regarding our Policies and Procedures.**

**Media Release:**

**I understand that both still and video images may be taken of my child and may be used in advertising material and/or on FireHouse social media, websites, and other forms of online advertising.**

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date



## **Firehouse Youth Center Financial Agreement**

We the Parents/Guardians agree to the following stipulations:

1. All weekly tuition payments are due on **Friday for the upcoming week's tuition**. A \$10 late fee will be charged to all accounts not paid by Monday of each new week. Children will not be able to attend camp until payment has been received. If a child does not attend Camp for more than two weeks in a row and payment has not been received to hold that spot, then that child will be removed from our roster so another child on our waiting list may attend.

### **If Entire Summer is Paid for, there is a \$100 discount**

Acceptable Payments: Debit/Credit

Payments must be made through the Procure Payment App

2. Camp Registration Fee is non-refundable and is due at time of enrollment.
3. If your child is registered for our camp and misses a portion of the week due to sickness or vacation or any other reason, there is **no** discount. We do not offer daily rates. We hire and require our staff to be here each day of the summer, therefore a full week's tuition is due on Friday to ensure your spot in our summer camp.
4. There is **no** discount for days Firehouse is closed for holidays or weather, unless we are closed for two or more days in a week, in which case the week would be pro-rated.
5. All Questions/Concerns regarding financial matters should be discussed with Mrs. Cheryl Brown at 813-626-4600.
6. Tax information will be made available upon request.
7. Each Firehouse family is allotted **3 days of vacation** during Summer given the office is notified in writing at least two weeks in advance. Weekly rates will be pro-rated for vacation days used, once approved. A credit will be issued for vacation via the Procure App.

**Late pick up fee starts at 6:00 pm**

**You will be charged \$1.00 per minute after 6:00 pm if your child is picked up late.**

**Signature of Parent/Legal Guardian** \_\_\_\_\_

**Date** \_\_\_\_\_



## Firehouse Youth Centre

### Discipline Policy

The use of corporal punishment is never permitted at Firehouse Summer Camp. Our focus is to encourage and reinforce your child's behavior with redirection within your child's own age group. Asking a child to stop and think about their unpleasant behavior enables them to work on self-control.

All childcare personnel must comply with the **written** disciplinary policy. Such policies shall include standards that prohibit children from being subjected to discipline, which is severe, humiliating, frightening, or associated with food, rest, or toileting. Spanking or any other form of physical punishment is prohibited by all child care personnel.

The following is a list of **unacceptable behaviors: Disrespect to Firehouse or Center Staff**  
Biting, hitting, spitting, lying, kicking, slapping, fighting, stealing, throwing toys, dirty language, or causing physical threatening harm to SELF, STAFF, or playmates. Bringing any items to our center that could potentially harm another staff or playmate is not allowed. WE HAVE A NO BULLYING POLICY AT OUR CENTER.

- FIRST OFFENSE:** Verbal Warning  
**SECOND OFFENSE:** Written Write-Up  
**THIRD OFFENSE:** Written Write-Up & Parent Meeting (by phone or in person)  
**FOURTH OFFENSE:** 3 Day Suspension (no credit given for suspension)

#### Expulsion Policy

**This policy will be enforced when:**

**Camp tuition balances are NOT paid, continual absences occur, teacher/parent conflicts occur repeatedly, and/or compliance regarding our overall policies is disregarded.**

**We have read and understood the rules and consequences listed above. We also agree to abide by these rules while attending Firehouse Youth Centre.**

**Child Signature** \_\_\_\_\_

**Parent /Legal Guardian Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**\*\*FireHouse Summer Camp reserves the right to expel any child involved in violent acts, or uncontrollable behavior while on the premises.\*\***



## Medication Agreement

1. Our sick policy: When we call you to inform you that your child has a fever you **must make arrangements to pick up your child within thirty minutes to an hour.**
2. If your child needs medication, Parents/Guardians will need to make arrangements to give it to them. **Firehouse Summer Camp Staff do Not administer medications while on field trips.**
3. If your child/children are sick and will not be attending school, please call before 9:00 am.
4. **\*\* Illness Policy Section 65C-22.004 Health Related Requirements\*\***  
Any child, child care personnel or other person in the child care facility suspected of having a communicable disease shall be removed from the facility or placed in a isolation area until removed. Such person may not return without medical authorization or until the signs and symptoms of the disease are no longer present. With a child, the condition shall be reported to the custodial parent or legal guardian. Signs and symptoms of a suspected communicable disease include any of the following.
  1. Severe coughing, causing the child to become red or blue in the face or making a whooping sound.
  2. Difficult or rapid breathing.
  3. Diarrhea more than once: abnormal loose stool within 24-hour period.
  4. Temperature of 100 degrees or higher.
  5. Conjunctivitis (Pink Eye)
  6. Exposed, open skin lesions.
  7. Unusually dark urine and or gray or white stool.
  8. Yellowish skin or eyes.
  9. Any other signs or symptoms of the Covid 19 virus or similar illness.

**IF ANY OF THE ABOVE SYMPTOMS PERTAIN TO YOUR CHILD, THEY MUST BE SYMPTOM FREE FOR 24 HOURS BEFORE THEY CAN RETURN TO SCHOOL. IF EXPOSED TO OR TESTED POSITIVE TO COVID 19, A CHILD MUST BE SYMPTOM FREE OF ANY SYMPTOMS FOR 24 HOURS BEFORE RETURNING.**

Parent/Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_



**Firehouse Summer Camp  
All Holidays/Days Off/ Field Trip/Medical Release Form**

As a parent/guardian of \_\_\_\_\_, I hereby grant consent for him/her to participate in Firehouse approved field trips while enrolled.

I have been advised in writing or by verbal notification of all trips available to my child while enrolled, including destinations, dates and travel arrangements.

I understand that **FireHouse** and its subsidiaries will be held harmless from any damages or claims that might arise from injuries out of act or omission on the part of **FireHouse** as a result of such a trip or activity.

I understand that arrangements for my child include walking to locations within reasonable distances, such as other businesses/parks in our area. When walking, students will remain on sidewalks and off main roads. When driven, my child will be in a **FireHouse** approved vehicle and driven by an approved driver. Firehouse buses and or vans will be the primary transportation.

**I authorize FireHouse staff to apply sunscreen on my child as needed.**

**Authorization for Treatment**

As the parent/Legal Guardian of the above-named student, I hereby give authorization to the staff of **FireHouse** to transport my child to the nearest emergency room if for any reason they require minor medical treatment. I understand that emergency medical personnel may be called to transport at the discretion of the Director. I further authorize the hospital its medical staff to administer treatment as deemed necessary for the well-being of said student.

I understand that the staff will make every attempt to notify me in all medical emergencies, and I will be contacted if possible for my permission if hospitalization or treatment of a serious nature is required.

I have read and understood all documents and freely give my consent and permission of all things contained herein.

\_\_\_\_\_  
Parents/Legal Guardian Signature

\_\_\_\_\_  
Date



**Summer Camp Important Reminders and Information**

**Please read and initial beside each one in acknowledge:**

- \_\_\_\_\_ All children **MUST** be at our Center no later than 8:30am to keep with our field trip schedule. Children are **NOT** permitted to stay behind if they miss the bus for the field trip, all camp counselors will be required to go on the field trip. Children can be dropped off as early as 6:00 a.m. and picked up no later than 6:00 p.m.
- \_\_\_\_\_ There will be **NO** refunds given due to your child missing camp or any days. Weekly tuition must be paid the Friday before the upcoming week to keep your child's spot. Please keep your account in good standing at all times. Late fees will be charged if not paid by the upcoming Monday, and after 2nd week, child will be unenrolled. If submitted two weeks in advance, 3 vacation days are permitted, and weekly rate will be pro-rated.
- \_\_\_\_\_ Children are **NOT** permitted to be picked up early from any field trip locations. If your child has an early appointment, you will need to keep them home as they cannot be released from a field trip location due to safety and liability concerns.
- \_\_\_\_\_ Children are required to wear **FIREHOUSE Summer Camp T-Shirt** for all field trips. This is a safety measure, and there are **NO** exceptions. Parents you will be required to purchase an additional shirt before your child is permitted to attend the field trip if they arrive without a proper camp shirt.
- \_\_\_\_\_ Please make sure that you label **everything** your child brings to camp. This includes camp shirts, water bottles, tote bags, sunscreen etc. **EVERYTHING!**
- \_\_\_\_\_ We prefer **NO** electronics at the Firehouse, however **IF LABELED** and electronics are brought to camp, they **MUST** be given to the front office upon arrival. Items will be **LOCKED** up until permitted to use. **FIREHOUSE** is **NOT** responsible for lost, stolen, or damaged items your child brings to camp.
- \_\_\_\_\_ Breakfast, Lunch & 2 snacks are provided Monday-Friday. Breakfast is only available from 6:00 a.m. – 8:00 a.m. Firehouse Fun Friday's will sometimes offer a **FUN** lunch combo for \$5.00. This will include but not limited to pizza, hamburgers, hot dogs, chips, ice cream, etc. Extra snacks and drinks are available throughout the day at our concession stand for \$1.00 per item. You can also prepay for snacks for the week at the front desk.

**I have read and acknowledge the above information regarding Summer Camp:**

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date



## **SUMMER DATES & CLOSINGS**

**Firehouse will be closed on July 4th.**

**Summer Camp Dates Begin on Wednesday, May 29<sup>th</sup> and end on Friday, August 2nd.**

### **Summer Camp Rates**

<b>Registration Fee (on or before April 15th)</b>	<b>\$100.00 (Non-Refundable)</b>
<b>Registration Fee (after April 15th)</b>	<b>\$150.00 (Non-Refundable)</b>
<b>Weekly Camp Fee (5 days) Grades 3-8</b>	<b>\$150.00 (Non-Refundable)</b>
<b>Camp T-Shirt Required Daily</b>	<b>\$10.00 per shirt</b>

### **NO DAILY RATES**

#### **Weekly Rates Include:**

**Breakfast, Lunch 2-3 Snacks & most daily field trips**

**Registration Fee includes a Busch Gardens/Adventure Island Summer Pass**

**Additional T-Shirts available for \$10.00 each**

### **Hurricane Disaster Child Pick Up**

With the increased activity of the Hurricane Season, we are aware that parents will be concerned about getting children out of school should the need arise. Times such as these automatically create anxieties. In order to minimize frustrations, we would like to remind you that the safety of your child is very important to us as well. We will always strive to be prepared in times of emergency and keep your child as safe as possible and out of harm's way.

Students may only be checked out by the person(s) whose name(s) appear on the student enrollment form. If you send anyone else to pick up your child and their name does not appear on the enrollment form, we will NOT release the child to that person unless you call us. Please think ahead and be certain your emergency pick-up list is completed and accurate.