



MONTESSORI
CHILDREN'S
HOUSE OF
DURHAM



LITTLE
HOUSE
AFTER
SCHOOL

Little House Summer Camp

Weekly Coed Camps
for ages 3-6

June 9 - August 15

(closed week of Independence Day)

Monday-Friday 8:30am - 3:00pm

Extended Hours option until 5:30pm

(919) 489-2030

www.mchdurham.org

Montessori Children's House of Durham and Little House Summer Camp does not discriminate on the basis of race, religion, sexual orientation, family structure, or national or ethnic origin, in admissions, programs, employment, financial assistance, activities, use of facilities, or privileges.

About Summer Camp 2008

We'll touch on a wide variety of themes, beginning with the Solar System, and then on to our planet Earth, its oceans and life therein. We'll then surface onto land and discover creatures from the past that inhabited our Earth, leaving behind signs of their existence. And while we dig, we'll discover natural clay and even make some in the kitchen! Where and how we live, shelter we live in and why, and how we move around this planet will fuse with peaceful ways of living—promoting recycling, water conservation, and respect for all things at all times. We'll dabble with color and various forms of media, finishing off the summer with a week of hunting for treasure.

Themed activities will be only part of the camp experience, as campers will have plenty of time to play outdoors and indoors and engage in water play, movement, music, and story time. We will tend our gardens, discover nature, sing, dance, and

<u>Dates</u>	<u>Theme</u>
June 9-13	The Solar System and Us Where do we live? Are we really that small? But the Earth is so big!
June 16-20	Life Under the Surface Discover ocean creatures and the layers in which they live.
June 23-27	Prehistoric Times Go on a fossil dig to discover creatures from the past.
July 7-11	Clay Creations Unearth, mold, shape, paint, and make different kinds of clay.
July 14-18	Forms of Shelter Discover how we live differently around the globe.
July 21-25	Forms of Transportation Explore our options of travel.
July 28-Aug. 1	Living with the Earth in Mind Consider recycling, reusing, and conservation of resources.
Aug. 4-8	Color and Art Let's mix color and dabble in various types of media.
Aug. 11-15	Treasure Dig Dig, dig, dig! You never know what you'll find!

Fees and Schedule

Regular Schedule: 8:30am - 3:00pm Daily, \$220 per child per week.

Extended Hours Option: 3:00-5:30pm Daily, \$55 per child per week.

See Fees and Payment on the Registration Form for more information

For More Information

Contact Tina Margas, Director of Little House After School and Summer Camp at 919/489-2030 or tina@mchdurham.org. More information can also be found at www.mchdurham.org.

A Typical Day at Summer Camp

8:30 - 9:15am	Check In and Outdoor Play
9:15 - 9:45am	Circle Time: Story, Songs, Discussion of day's activities
9:45 - 10:30am	Activity Time
10:30 - 10:45am	Snack
10:45 - Noon	Free Play daily, Movement and Music once a week
Noon-12:45pm	Lunch, Free Play
12:45 - 1:15pm	Quiet Rest: Rest the body and beat the heat by lying down, reading quietly, listening to quiet music or book on tape
1:15 - 2:00pm	Activity and/or Nap Time
2:00-3:00pm	Water Play, Free Play, Snack
3:00pm	Pick Up Time
3:00 - 5:30pm	Extended Hours: Free Play, Free Choice Activities, Snack
5:30pm	Pick Up Time

Our staff is committed to providing children with fun, enriching, and varied activities within a safe, diverse, and peaceful home-like environment. All are CPR and First Aid trained with experience in a school environment for children ages 3-6. These creative and nurturing instructors model the Montessori philosophy of grace, courtesy, care, and respect for themselves, others, and their environment.

Little House practices gentle and loving discipline. Instructors encourage and model the use of words to express feelings and to facilitate problem solving. Children are taught how to carry out their responsibilities within conflict.

Especially for younger children, we suggest multiple weeks of camp to provide consistency of venue, rules, and schedules. If you are newly enrolled at MCHD for the upcoming academic year, our camps are a great way to orient your child(ren) to our campus, as we will often visit the school's other playgrounds and gardens. Many fellow campers will be classmates come fall—a great start on new friendships.

On the first day of each week, there will be an orientation period in which the children will tour Little House, discover where things are, and discuss some basic ground rules. Children who are here multiple weeks will not need to do this every week.

Each week your camper will need:

- A healthy lunch *and* two to three snack items, each day. Please pack food accordingly, depending on your child's eating habits and needs, and whether they leave at 3:00pm or 5:30pm. See below for more lunch and snack details.
- Sun hat (optional), personal, labeled bug repellent and sunscreen.
- A full change of clothes, to be left at Little House for the week. If your child uses these items, please bring replacements the next day. Make sure your child is dressed in comfortable play clothes.
- A bathing suit, towel, and water shoes, to stay at Little House all week. (the shoes are optional, but recommended) Sometimes these can get muddy, in which case, they will be sent home for a quick overnight wash.
- Please label all belongings with your child's name and/or initials.

Lunch and Snacks:

- We provide utensils, napkins, filtered water, and cups. We are a **NO JUICE and NO CANDY FACILITY**; please do not send juice or candy at all. Feel free to send milk in a thermos.
- All campers will bring their own lunch as well as a morning and afternoon snack. If you opt for the extended hours option, please provide a third snack for late afternoon munchies.
- Please mark your child's lunch box with their name. Since we will store lunch boxes inside, but not in the refrigerator, please use blue ice to keep your child's lunch cool, as necessary.
- Children do not share food from their lunches with each other; this protects children's food sensitivities and promotes good hygiene. **Little House will receive information about food allergies via your child's Emergency Form.**
- We will often prepare and share food as an additional treat. Please make sure to fill out the Emergency Form with as much information as possible regarding food sensitivities, allergies, and/or preferences (example: vegetarian, vegan, no dyes, sugars, etc...)

Pick Up Procedures:

- All drop-offs and pick-ups will be at Little House via the back porch. There is a late fee for late pick-ups. Parents may use Hilton Avenue, the left side of our gravel driveway, or the parking spaces at MCHD to park while dropping off and picking up.
- Each child will have a cubby inside, as well as a cubby and hook outside; please check these areas for items to take home.
- Please sign out your child by noting the time and your initials on the roster.

Dismissal Authorizations:

- The dismissal authorization section, found on the Emergency Form, allows you to designate those friends/relatives with whom your child will be riding. Please make sure you have completed this form and please make any changes via the Little House office as arrangements are shifted. Little House does not take responsibility for transportation arrangements.

- It is VERY important that you let us know of any changes of contact information so that we may reach you in case of an emergency.

Health Policy:

For the protection of staff and children, please do not send a sick child to camp. If Little House determines that a child is too sick to continue to participate in activities, then the parents of that child are responsible for picking up their child from Little House within a reasonable period of time, after being notified that the child is sick.

Before returning to Summer Camp:

- The child *must* be free of fever, vomiting, or diarrhea for 24 hours.
- The child *must* remain at home until 24 hours have elapsed since the first dose of prescribed antibiotics.
- The child *must* stay home until the results of a throat culture are known.

Medications:

If a child requires ANY medication during the day you will need to fill out a form in the Little House office and leave the form and medicine there. **ABSOLUTELY NO MEDICATIONS SHOULD BE PUT IN CHILDREN'S LUNCH BOXES.**

Emergencies:

Minor accidents occurring during Summer Camp receive the prompt and careful attention of staff members. In the event of illness, the family is notified at once and are responsible for making arrangements, within a reasonable amount of time, for the child to be taken home or to her/his physician. In cases of emergency, we will call 911 and parents will be notified immediately.

Parents are urged to inform the office of any telephone number changes.

Emergency Messages:

Do not leave an emergency message on the answering machine. Keep trying until you reach someone directly.

Registration:

- Please fill out a separate registration form for each sibling.
- Registration begins February 5th, 2008. Spaces may go quickly. Contact Tina for availability at 489-2030 or tina@mchdurham.org.
- Priority enrollment will be given to families of MCHD and current Montessori students.
- Payment in full and a complete Emergency Information form is required before your child can attend camp.
- While one may register at any time up until the week of camp, space permitting, certain fees apply.
- After April 1st, there will be a registration fee of \$25.

Fees and Payment Schedule:

- Payment may be made by check or money order only. Sorry, we do not accept credit cards.
- Families enrolled for one week only must pay in full at time of registration.
- Families enrolled for multiple weeks may pay in two installments: 50% of the total fees at registration, 50% by May 1st, with a \$10 processing fee. You forfeit your child's space and deposit if you have not completed payment by May 1st.
- After May 1st, all registrations must be paid in full at time of registration.
- All payments are due by May 1st, unless special arrangements have been made with our Business Office, in which case an additional fee of \$25 will be assessed. Contact Tammy Squires @ 489-9045 or tammy@mchdurham.org in the Business Office.

Late Registration & Waiting List:

- There is a \$25 registration fee *per family* for enrollment after April 1st.
- We will not cash your check or money order until your child is placed in a camp.
- If you have registered for a week that is full, we will contact you to see if you would like another week, or to be placed on a waiting list for your first choice.
- Call or email us @ 489-2030 or tina@mchdurham.org for availability. Family plans often change, so don't hesitate to contact us!

Refund Policy:

- There is a \$25 cancellation fee for each cancellation.
- Until May 1st, if *you* decide to cancel, we will refund your money, minus the cancellation fee.
- After May 1st, refunds are issued, *only if* we can fill your child's space. This includes cancellation due to illness.
- Cancellations must be in writing: email or letter. No phone calls please.
- If a week you have signed up for is full, or we cannot offer camp due to low enrollment, a *full* refund will be given for that week.
- If you have registered for a week that is full, we will contact you to see if you would like another week, or to be placed on a waiting list for your first choice. We will not cash your check or money order until your child is placed in a camp.

Change of Schedule Fees:

- If you need to add the Extended Hours option for the whole week, you may do so at any time prior to the enrolled week, *space permitting*.
- If you need to change which week your child will be attending, you may do so, *space permitting*, for an additional \$10 fee.
- During the week(s) enrolled, your child may Drop In during our Extended Hours (3pm – 5:30pm), *space permitting*, on a day-to-day basis, with at least one hour advance notice, for \$10/hour.

Late Pick Up Policy:

- Your child may Drop In during our Extended Hours (3pm – 5:30pm), *space permitting*, on a day-to-day basis, with at least one hour *advance* notice, for \$10/hour.
- If you are late picking up your child who is enrolled for a 3pm pick-up, your child will be placed into Extended Hours care, *space permitting*, for \$15/hour, with a one-hour minimum.
- If you are late picking up your child who is enrolled for a 3pm pick-up and no space is available in Extended Hours, or If you are late picking up your child who is enrolled for a 5:30pm pick-up, you will be charged as follows:

First Time: \$5.00 per each 5 minutes late per child

Second Time: \$10 per each 5 minutes late per child

Third and Subsequent Times: \$15 per each 5 minutes late per child

Discipline Policy:

If inappropriate behavior or a conflict occurs:

- Children are taught to be responsible towards themselves, toward others, and with their environment.
- The instructor will guide the child(ren) through the process of taking care of their responsibilities, using calm, neutral, factual language, and quiet time apart if necessary.
- If a conflict recurs, we will notify parents and work together toward a positive resolution.

If a child physically endangers him/herself or others:

- The child will be removed from the situation and asked to shadow an instructor or be given quiet time apart.
- Parents will be notified of the situation by the end of the day to work together toward a positive resolution.

MCHD and Little House Summer Camp reserves the right to ask a camper not to return due to behavioral problems, and camp fees are forfeited.