



## Summer Day Camp Parent Guide 2025

### June 2 - July 25, 2025

**CAMP CLOSED: June 30 - July 4, 2025**

Day Camp is available for rising PK2.5 through 6th-grade students (based on the student's rising grade level for the 2025-2026 school year.) Weekly activities will include individual and group play, arts and crafts, off-campus field trips (*1st-6th grade only*), and more related to each theme of the week.

***\*PK2.5 and PK3 students must be enrolled at Pulaski Academy for the 2025-2026 school year to participate in Summer Camp. Eligible campers must be 2.5 years old by June 2. Non-PA students must be 4 years old by June 2.***

Weekly Options	Availability	Special Notes	Weekly Tuition
<b><u>OPTION 1</u></b>  Day Camp <b>ONLY</b>	7:30 am- 5:30 pm  <i>*Free-flow drop-off/pick-up</i>	<u>Two</u> snacks and a water bottle are <b>required</b> daily  <b><u>Late Pick-Up Fee:</u></b> \$10 per every 15 minutes after closing <i>Fee increases to \$25 after five occurrences</i>	\$275 <b>Lunch Included</b> <i>*Charged to the card on file each Monday</i>
<b><u>OPTION 2</u></b>  Day Camp + Enrichment Camp	7:30 am- 5:30 pm  <i>*Free-flow drop-off/pick-up</i>	<u>One</u> snack and a water bottle are <b>required</b> daily  <b><u>Late Pick-Up Fee:</u></b> \$10 per every 15 minutes after closing <i>Fee increases to \$25 after five occurrences</i>	\$155 <b>Lunch Included</b> <i>*Charged to the card on file each Monday; Enrichment Camp Fee not included</i>

#### **Day Camp Weekly Themes**

Week 1, June 2-6: Welcome to Camp!

Week 2, June 9-13: Backyard Bonanza!

Week 3, June 16-20: Blast Into Space!

Week 4, June 23-27: Holiday Celebrations!

Week 5, June 30-July 4: **SUMMER AT THE ACADEMY IS CLOSED**

Week 6, July 7-11: Animal Planet!

Week 7, July 14-18: Where in the World?

Week 8, July 21-25: BonVoyage Summer!

## **General Camp Policies**

- \* Day Camp is available to reserve on a weekly basis. Enrolled participants may attend as needed on their secured weeks. Absences or partial days attended will not be prorated. **Unregistered drop-in care cannot be accommodated.**
- \* Students participating in a morning enrichment camp will be escorted to and from camps by a staff member. **Camp pickup will begin at 8:10 am. Campers who expect to arrive after 8:10 am should be taken directly to the enrichment camp by the parent/guardian. Enrichment camp drop-off begins at 8:20 am.**
- \* Due to limited classroom storage, unnecessary backpacks, bags, etc. are not permitted.
- \* Personal belongings such as toys, trading cards, electronic devices, etc. are not permitted. ***Pulaski Academy is not responsible for lost or stolen items.***
- \* Uniforms are not required for summer camp. Students should come to camp dressed in functional clothing for all daily activities. Tennis shoes, or similar close-toed shoes with backs, are required. ***No flip flops, slide sandals, heels, boots, etc.***
- \* PK2.5-Kindergarten students are encouraged to send one complete change of clothes (shirt, shorts, underwear, and socks) in a labeled ziplock bag that can be left in the classroom. ***\*Extra clothes will not be available in the event of an accident.***

## **Drop Off & Pick Up**

- \* Entrances on campus will be locked at all times. Some entrances may require a door code to enter. The summer door code will be provided via email to registered families before the first day of camp.
- \* Day Camp opens at 7:30 am. **Campers will not be accepted in the classroom any earlier.** Thank you in advance for your understanding and cooperation.
- \* Student drop-off and pickup may occur at any time during operating camp hours.
- \* An adult parent/guardian is required to escort the student to the classroom and sign in with the supervising teacher.
- \* Day Camp closes promptly at 5:30 pm. In the event of an unavoidable late arrival, please notify Tanesha Baker at 501-317-0872 (call or text). **A \$10 late fee will be assessed per every 15 minutes after closing.** Late fees will be charged to your card on file the following business day. ***This fee will increase to \$25 after five occurrences. Should late pickups persist thereafter, future weeks are subject to suspension without a refund.***

## **Weekly Tuition and Payment Policy**

- \* **Option 1** Day Camp tuition is \$275 per week. *(Includes daily lunch + drink)*
- \* **Option 2** Day Camp + Enrichment Camp tuition is \$155 per week. *(Includes daily lunch + drink; Enrichment Camp registration fee not included)*

- \* The payment method used to reserve your Day Camp enrollment was stored on file for weekly tuition payments. Upon submitting your registration, you authorized Pulaski Academy to process your weekly Day Camp tuition each Monday on your reserved weeks.
- \* To verify or update your card file, please contact Tanesha Baker before your first reserved week of camp.
- \* A courtesy email notification will be sent for an unsuccessful payment attempt, and requires a response within 24 hours to resolve the outstanding balance.
- \* A \$30 late payment fee will be assessed if payment is not received by opening on Wednesday of the current week.
- \* **All future Day Camp weeks will be forfeited effective immediately if payment is not received by opening on Friday of the current week.**

### **Camp Withdrawal Requests and Refund Policy**

Weekly withdrawal requests received between March 3 and 31, 2025 will be issued without penalty.

***\*\$65 Day Camp registration fee is non-refundable.***

As of April 1, 2025, the following penalties will apply:

- \* A \$25 withdrawal fee per week/student for requests received between April 1 and May 23, 2025.
- \* A \$50 withdrawal fee per week/student for requests received after May 23, 2025.
- \* Day Camp tuition is non-refundable seven days or less before the start date.
- \* Absences or partial days attended will not be prorated.

### **Lunch and Snacks**

- \* A morning and an afternoon snack and a water bottle are **required**. Students participating in a morning Enrichment Camp will only need to provide one afternoon snack.
- \* Snacks can be sent daily if preferred, however, families are encouraged to send a labeled bag of prepackaged snacks to leave in the classroom that will be sent home to refill when it is empty.
- \* **Refrigerators and/or microwaves are not available for student use.**
- \* We are proud to partner with SAGE Dining Services® to offer fresh, made-from-scratch meals included in your weekly tuition. Students may bring a lunch from home if they choose. ***Weekly tuition will not be prorated for students who choose not to participate in the lunch program.***
- \* Lunch forms will be located in the classroom and will be recorded at 9:15 am daily. If you anticipate a late arrival, email [tanisha.baker@pulaskiacademy.org](mailto:tanisha.baker@pulaskiacademy.org) with your lunch choice. ***Students who do not submit a lunch order by the deadline will have the option of a cold lunch only.***

### **Rest Time**

- \* Rest time will be provided in the PK2.5/PK3 (1.5 hours) and PK4 (1 hour) classroom only.
- \* Students are not required to sleep but are required to remain quiet on their nap mat for the duration of rest time.
- \* Two blankets are **required** and will be sent home on Friday to wash and return the following week.
- \* *Individual mats and nap bags will be provided.*

### **Toilet Training Policy**

- \* All students, PK4 and above, are expected to be fully toilet trained before the first day of camp. Pull-ups and training underwear are not acceptable. **PLEASE NOTE: While PK3 students are not required to be fully toilet trained for Summer Camp, they are expected to be fully toilet trained before the first day of school.**
- \* Students should be able to undress, wipe, dress, and wash their hands unassisted.
- \* If a child has habitual bathroom accidents at camp, which is considered two or more in a week, the parent/guardian will be asked to pick the child up from camp.
- \* Should there be a bowel movement accident requiring significant cleaning or bathing, the parent/guardian will be called to come pick up the child. Once the child is cleaned and changed, he/she may return to camp.
- \* Issues of recurring toilet accidents may result in a child having to adhere to an altered schedule until the child can demonstrate constancy in using the restroom without accidents.
- \* PK2.5 and PK3 students are **required** to provide pull-ups and/or training underwear, and wipes if applicable.

### **Off-Campus Field Trips (1st-6th Grade Only)**

- \* Day Camp students will have the opportunity to attend weekly field trips.
- \* Students enrolled in **Option 2** Day Camp + Morning Enrichment Camp on a field trip day may **NOT** skip their enrichment camp to attend the field trip. **NO EXCEPTIONS!**
- \* An electronic permission form must be completed before attending each field trip. Forms will be emailed one week before the scheduled field trip date.
- \* Students who do not have a permission form on file will **NOT** be taken off campus. **NO**

### **EXCEPTIONS!**

- \* Students who arrive after the class has departed from campus will need to check in with the next rising grade level until the class returns to campus.

### **On-Campus Activities**

- \* A variety of themed dress-up days will be scheduled for all students to participate in throughout the summer. **Participation is always optional.** \*See the Day Camp calendar for additional details.

\* Kona Ice will visit each Thursday selling shaved ice. Payment options include pre-paying via the QR code of the week or bringing exact cash on Thursday. *\*Additional information will be provided before the first scheduled visit.*

### **Student Emergency Profile**

- \* Grade-level student emergency profiles will be kept in each classroom.
- \* Emergency contact and allergy information must stay up-to-date. **To make changes to your student's profile, please email or call Tanesha Baker.**
- \* If your child is going home with someone not on the pre-authorized pickup list, please notify Tanesha Baker, or the Day Camp teacher, in advance. **Students will not be released to anyone who is not on the pre-authorized list without prior approval and a photo ID of the individual picking them up.**

### **Medication Administration Policy**

- \* Campers who require prescription medication to be administered daily, or have an Epi-Pen, inhaler, etc., that will remain on-site, must have a Consent Form on file in the Day Camp office.
- \* A parent/guardian is responsible for hand-delivering the medication and consent form to Tanesha Baker at the Open House or on the first day of attendance. Email Tanesha Baker for a copy of the Consent Form.
- \* Students must complete two doses without adverse reactions before administering the medication during the Summer at the Academy program.
- \* All unused medications must be picked up by the parent/guardian on the student's last day of camp. Any medications that are not picked up will be properly disposed of on the last day of camp.

### **Illness/Return to Camp Policy**

- \* If a student develops an illness or fever (100.4 or greater) during camp hours, a parent/guardian will be notified and required to pick up the child as soon as possible.
- \* Students are required to stay home for the following:
  - **Temp of 100.4 or greater** - Students must be fever-free for 24 hours without the use of fever-reducing medication before returning to camp.
  - **Vomiting** - Students must remain home 24 hours following their last episode of vomiting without the use of symptom-reducing medication. Students may return to school earlier at the discretion of the Camp Director.
  - **Diarrhea**- (2 or more episodes) Students must remain home 24 hours following their last episode of diarrhea without the use of symptom-reducing medication.
  - **Persistent coughing**
  - **Generalized rash**

- **Conjunctivitis (“Pink Eye”)** associated with discharge, pain, reduced vision, light sensitivity, swelling, or significant irritation - For conjunctivitis that requires antibiotic drops, students may return to camp 24 hours after starting treatment.
  - **Impetigo/MRSA/bacterial skin infections** - Students may return after twenty-four (24) hours of antibiotic treatment.
  - **Strep throat** - Students may return after twenty-four (24) hours of antibiotic treatment.
  - **Mouth sores with drooling**
  - Ongoing symptoms of illness or discomfort
- \* If a student exhibits any of the above symptoms while at camp, a parent/guardian will be notified and required to pick up the child as soon as possible.

### **Behavior Policy**

All campers are expected to exhibit Excellence, Integrity, Respect, and Responsibility in their daily interactions with peers and staff members. Any behavior deemed inappropriate by Pulaski Academy may result in immediate dismissal from the program. In the event of an involuntary dismissal, tuition for **ALL** future camp weeks, including Day Camp reservations and Enrichment Camps, is non-refundable.

We are so excited to welcome your child to campus for a fun, action-packed Summer experience! If you have any questions or concerns, please do not hesitate to reach out.

Tanesha Baker

**Summer at the Academy Director**

[tanisha.baker@pulaskiacademy.org](mailto:tanisha.baker@pulaskiacademy.org)

501-604-1920 OFFICE

501-317-0872 CELL (call or text)

***\*For assistance during Summer Camp operational hours, please default to email communication or cell number.***