

One of these forms is to be completed for each family and one "Camper Application" for each individual camper.

FAMILY INFORMATION

Father/Legal Guardian: Mr. Dr.
 Name: _____
 Occupation: _____
 Home Phone: _____
 Work Phone: _____
 Cell Phone: _____
 Email: _____
 Home Address: _____

Mother/Legal Guardian: Mrs. Ms. Dr.
 Name: _____
 Occupation: _____
 Home Phone: _____
 Work Phone: _____
 Cell Phone: _____
 Email: _____
 Home Address: _____

 Same as Father _____

Parents are: Married Separated Divorced Single

Are there step parents? If so, what are their names? _____

Camp information should be sent to: Father Mother Both

Are there any restrictions on either Parents'/Legal Guardians' access/custody? YES NO
 If yes, please attach a letter outlining all the relevant details and documentation.

How did you hear about Adventure Valley? _____

EMERGENCY CONTACTS

If Parents/Guardians cannot be reached in an emergency, please contact the following individuals:

	Name	Relationship to Camper(s)	Phone #	Additional Phone #
1				
2				

TRANSPORTATION

Please check **one** of the following:

The camper(s) will require **door-to-door bus transportation**
 The camper(s) will utilize **extended care** (8:00am – 5:30pm)
 The camper(s) will be **dropped-off/picked-up by car** at normal time

Bus transportation is not available at 1:00 pm for half day campers.

If you selected bus transportation:

Address for pick-up/drop-off: _____

Major Intersection: _____ & _____ Zone: 1 2 3

To find out which zone you live in, please refer to Page 6 of the Adventure Valley Voice, or visit www.adventurevalley.ca/zones

Custom transportation request: _____

(i.e. different pick-up and drop-off locations)

PICK UP AUTHORIZATIONS

The herein named camper(s) may be released from the camp bus and/or camp personnel, to the Parents, the above-mentioned emergency contacts, and the following individuals: **(babysitter, nanny, grandparents, siblings, neighbours, etc)**

	Name	Relationship to Camper(s)	Phone #
1			
2			
3			

PAYMENT OPTIONS

A deposit of \$400/camper is due at the time of registration.

- Super Early Payment Plan:** 7% Discount - Deposit and post-dated payment for the balance dated November 30th, 2009.
- Early Payment Plan:** 4% Discount - Deposit and post-dated payment for the balance dated March 1st, 2010.
- May 1st Payment Plan:** Deposit and post-dated payment for the balance dated May 1, 2010.

OTHER PAYMENT CONSIDERATIONS

Sibling Discount: 50% Discount off 3rd and 4th lowest priced siblings in the same immediate family.

Extended Absence Insurance: Insurance for extended absences due to a doctor-verified illness or injury.

Would you like to purchase Extended Absence Insurance? (\$10/camper/week) YES NO

METHODS OF PAYMENT

- Cash:** Please sign up in person. Do not send cash in the mail.
- Cheque:** Cheques to be made payable to Adventure Valley - Please feel free to call if unsure of precise total.
- Credit Card:** We accept Visa and MasterCard.

CREDIT CARD AUTHORIZATION

VISA MasterCard

Card # _____ Expiry Date: _____

Name on card: _____ Signature: _____

Please note: It is your responsibility to notify the camp office with any card # or expiry date change.
Declined credit card payments are subject to a \$25.00 service charge.

CONDITIONS FOR ACCEPTANCE

Your agreement to accept all of the following conditions is necessary in order for your application for the camper(s) as indicated on the "Camper Application" to be accepted at Adventure Valley (AV):

- I confirm that I have the necessary legal authority to make decisions on behalf of the camper(s)
- I have read, understand, and agree to abide by all of the Terms & Conditions of Enrollment.
Please Note: These important Terms & Conditions are outlined in a separate document.
- I give the camp officials permission in case of an emergency, to take any such actions as they reasonably deem necessary on behalf of the herein named camper(s) including but not limited to providing or arranging for medical care. I shall be responsible for all transportation, hospital, medical and medication charges incurred.
- I agree to hold harmless, release and indemnify AV, its officers, employees, and agents for and from any and all liability, claims, expenses, demands, fees, judgments and/or damages arising directly or indirectly as a result of any accident, injury, or otherwise sustained by the herein named camper(s) arising from participation in any camp activities or programs, or at any time the herein named camper(s) is/are on the premises of AV, neighboring properties and parks used by AV, camp buses, and other camps, save and except claims arising out of the sole willful misconduct or negligence of AV.

Parent/Legal Guardian's Signature: _____ Date: _____

Adventure Valley Day Camp
CAMPER APPLICATION
2010

This form is to be completed for each camper in the family. Please attach a current photo of the camper.

PERSONAL INFORMATION

First Name: _____ Last Name: _____
 Commonly Used Name: _____ Date of Birth: _____ MM/DD/YYYY Gender: M F
 School: _____ School Branch/Location: _____
 School Grade (2009/10): _____ Camps Attended Previously: _____

REGISTRATION INFORMATION

Program	<input type="checkbox"/> Half-Day (Age 2 - 3)
	<input type="checkbox"/> General (Preschool - Grade 7)
	<input type="checkbox"/> Tennis (Grades 2 - 7)
	<input type="checkbox"/> Sports (Grades 2 - 7)
	<input type="checkbox"/> Leadership (Grades 8 & 9)

Blocks	<input type="checkbox"/> Week 1 & 2 (July 5 - 16)
	<input type="checkbox"/> Week 3 & 4 (July 19 - 30)
	<input type="checkbox"/> Week 5 & 6 (Aug 3 - 13)
	<input type="checkbox"/> Week 7 & 8 (Aug 16 - 27)

HEALTH INFORMATION

Life Threatening or Severe Allergies: _____
 Camper's Doctor: _____ Phone: _____ Health Card #: _____

GROUP REQUESTS

I would like my child in the same group as: 1. _____ 2. _____

We will make a strong effort to fulfill all requests for friends of the same gender, grade and camp session to be in the same group.
 We reserve the right to the final decision regarding group placements.

OTHER INFORMATION

**To provide optimal programming for your child, we ask you to fill out the following information regarding your child.
 Please feel free to attach a note with any additional information.**

Personality, behaviour and interactions with other children:

Fears/Anxieties:

Challenges/Difficulties child may have had in the past or may experience in group settings:
 (ie. bullying, extreme shyness)

If you have any concerns about your child in regard to any of the following areas, please elaborate on a separate sheet of paper:
 Special Needs • Medical • Physical • Communication • Behavioral • Developmental • Psychosocial • ADHD • Eating

ADVENTURE VALLEY 2010 Summer Camp Season

Terms & Conditions of Enrollment

Please carefully read the following Terms & Conditions of Enrollment which represent the agreement between the Parent(s)/Guardian(s) ("Parents") identified on the Application Forms and Adventure Valley ("AV"). If you are registering more than one child, every reference to camper should be read as campers.

1. FINANCIAL INFORMATION & KEY DATES

(a) The Adventure Valley 2010 camp season will operate for eight (8) weeks: Monday, July 5, 2010 to Friday, August 27, 2010. Camp will not operate on the Civic Holiday, Monday, August 2, 2009. The regular camp day is from 9:00 am to 4:00 pm. The half day program is from 9:00 am to 1:00 pm.

(b) A deposit of \$400 per camper is required to confirm registration. This deposit is applied to the camp fees. The following forms must be fully completed, signed and dated by the Parent of the camper and must be accompanied by the deposit: Camper Application and Family Application.

(c) There are no customized sessions to accommodate known future absence such as overnight camp, family vacations, special events, or anything else that necessitates missing camp.

(d) Cheques must be made payable to ADVENTURE VALLEY. Visa, Mastercard or cash are also accepted.

(e) Enrollment is only valid when accepted by the Executive Director of AV. The Executive Director reserves the unrestricted right to refuse enrollment if, in her opinion, that decision is in the best interests of AV.

(f) Specific group sizes means that space is limited. AV reserves the right to turn down enrollment for a camper due to lack of space. By limiting our numbers in groups as well as our overall enrollment numbers, we can ensure the optimal quality of each camper's experience.

(g) Registrations are not transferable from one camper to another.

(h) Applications will be finalized and campers will only be considered registered and permitted to attend camp when all of the required paperwork is complete (including, but not limited to Camper Application, Family Application, Health Information and Consent Form) and when the fees are paid in full.

(i) In the event of an NSF cheque, or a declined credit card payment, there will be a \$25 service charge and all future payments for any outstanding amounts will have to be in the form of either cash or a certified cheque. If any amount is referred for collection or requires filing of legal action, Parents agree to pay collection, lawyers and all other fees associated with the collection or action.

(j) 2% interest per month will be applied to any outstanding balance after May 1, 2010.

(k) Fees include lunches, snacks, and an AV camp bag. Day camp fees are not subject to GST.

(l) Changes to the dates of registration for an equal or greater number of weeks will only be made prior to May 1, 2010, if these changes can be accommodated by AV. Any changes to the dates of registration to a lesser number of weeks will be considered a cancellation and subject to the May 1st deadline and a \$200 cancellation fee.

(m) In the event of withdrawal/cancellation, the deposit and any fee payments will be refunded

(less a service charge of \$200 per camper) provided written notice is received prior to May 1, 2010. After that date there will be no refund of fees. In the event of withdrawal/cancellation, AV will not apply deposits or fees to siblings.

(n) Parents understand that AV has limited enrollment, trained staff and fixed operating costs; and that these commitments remain essentially the same regardless of camper attendance. Therefore, after May 1, 2010, there will no make-up days or refunds given for absence, illness, cancellation, family vacations, special events, inclement weather, acts of God, or early withdrawal of a camper, regardless of circumstances. The only exception is in the case of a doctor-verified illness of more than four (4) consecutive camp days, under the conditions of our Extended Absence Insurance. No other refunds or credits are possible.

(o) Extended Absences Due to a Doctor-Verified Illness or Injury: Insurance is available at the time of enrollment for a premium of \$10 per week. Should a camper become ill or injured during the course of his/her enrollment, and therefore be required to miss four (4) consecutive days of his/her regularly scheduled enrollment, the following provisions shall be available with written verification from the camper's doctor:

i. Receive a proportional refund of camp fees for those days in excess of the four days. The four days are equivalent to a deductible. Refunds will be processed by the last business day of September; or

ii. Receive a credit toward the following summer for all days missed, without consideration of the four (4) days missed and therefore no deductible. The credit shall be held on file for one year and is not refundable or transferable. There will be no refunds given after May 1, 2010 if you do not have this insurance. If coverage is desired, please check the space provided on the Family Application Form and add the correct premium to your deposit.

2. TRANSPORTATION

(a) It is understood that buses are scheduled to arrive at camp between 8:30 and 9:00 each morning; Buses are scheduled to depart from camp at approximately 4:00 each afternoon.

(b) Parents must understand that the camp will help facilitate carpooling arrangements by providing lists of names, addresses, phone numbers, email addresses, and session dates to other consenting parents interested in carpooling. We are pleased to supply the information but AV will not assume any responsibility or liability for the arrangements that are made and will not be responsible in any way for any issues, concerns, problems, etc. that arise out of these arrangements. Please be advised that any carpool arrangements are the sole responsibility of the Parents and are made independent of AV. We will require notification about any carpool arrangements, as well as written authorization from you in order for us to release your child to

your established carpool members.

(c) Someone must be home when the camper is dropped off at the end of the day. In the event that either no one is home or the individual is not recognized as someone previously documented as authorized to receive the camper (including siblings, nanny, grandparents, neighbor) the camper will be returned to AV, or, if possible will be returned home at the end of the bus route. Parents will then be responsible for a \$25 fee to cover the costs related to the delay.

(d) AV reserves the right to delay departures and/or to hold the campers and staff safely indoors when there are unusual or unsafe circumstances, such as severe inclement weather, power failure, etc.

(e) AV will require written permission from parents in order to allow a camper to be dropped off at home without adult supervision. The camper must be at least ten years of age, and parents must make the necessary and adequate provisions for the camper's safety, protection and care under these circumstances.

(f) Changes to the usual transportation arrangements, (early pick-ups, bus changes, route changes, etc.) will only be made if they can be accommodated by AV.

(g) Campers who are leaving camp by car must be picked up at the regular dismissal time (between 4:00 and 4:15 pm) unless alternate arrangements were made with AV. Campers who are not picked up on time will be brought to the camp office to await pick-up. In this case, and at the discretion of the Executive Director, there will be a charge of \$25 for any time up to one hour late, per camper, and \$1 per minute thereafter for the care of each camper.

3. HEALTH & WELL-BEING

(a) Health Information and Consent Forms will be mailed in the Spring to all registered campers. These forms must be fully completed, signed by the Parent, and returned to AV by May 15, 2010. When we have a fully completed Health Information and Consent Form for this camper, registration will then be finalized and the camper will be permitted to attend camp and to participate in camp activities.

(b) In the event of an emergency, Parents understand that AV will make every reasonable attempt to contact the Parents and/or emergency contacts. In the event that the Parents cannot be reached, Parents hereby agree that they are giving AV officials the authority to take any such actions as they reasonably deem necessary. This includes but is not limited to providing or arranging for medical care or granting permission to the hospital/physician to hospitalize and secure treatment for the camper. Parents will be responsible for all transportation, hospital, medical and medication charges incurred.

(c) Since changes could arise from the time of enrollment until camp begins, as well as throughout the camper's period of registration at camp, it is the responsibility of Parents to notify AV of any such changes. This includes but is not limited to changes related to the camper's physical or emotional health, parent's marital status, address or phone numbers, individuals authorized to pick up camper, or emergency contacts.

(d) Subject to any health conditions and/or dietary restrictions identified by the Parents on the Health Information and Consent Form, Parents confirm that the camper is permitted to consume all meals and snacks provided by AV.

4. AUTHORIZATION

(a) AV will assume that the listed emergency contacts and the individuals authorized for release ("authorized persons") as stated on the Family Application, is all acceptable to both parents unless a parent notifies AV in writing that they refuse or withdraw their permission in respect to any of these authorized persons. Parents are responsible for notifying the other Parent of this and any other related information.

(b) It is the responsibility of the Parents to provide AV with any court orders or other legal documents that a parent claims limits the parental rights of the other parent. By requesting that AV rely on any such documentation, the requesting parent is thereby agreeing to release, indemnify and hold harmless AV from any claims by the other parent as a result of AV acting upon such directives. If there is any disagreement between the parents as to the allowable authorized persons, and there is no appropriate legal documentation, AV shall only accept individuals as authorized persons who are mutually agreed between the Parents. In the event that parents are unable or unwilling to efficiently and clearly identify authorized persons to AV and facilitate pick-up, drop-off and other necessary arrangements, the Executive Director may, in her sole discretion, determine that the camper's registration at AV will be immediately or subsequently terminated. In such circumstances, the Executive Director reserves the right to deny any reimbursement of fees.

5. BEHAVIOUR

(a) We are happy to accommodate campers with special needs, but in order for us to be able to help campers have an enjoyable experience at camp, we ask that Parents notify AV of the child's needs prior to registering for camp. The camp must be aware of any medical conditions, life-threatening allergies, behavioural, psychological or emotional concerns, or other special needs. Some parents are hesitant to share this sort of information for fear that their child may be denied enrollment. While we hope to offer camp to as wide a range of campers as possible, it is essential that we are well informed and able to accommodate the needs of each camper before accepting their enrollment and/or in order to plan accordingly.

(b) If it is determined that a camper has special needs or behaviour that requires extra care and supervision in order for them to safely remain at camp, and in the opinion of the Executive Director, it is reasonable and possible for AV to provide this additional supervision, it is understood

that this additional cost will be assumed by the Parents.

(c) AV reserves the right to immediately and summarily dismiss any camper for conduct or behaviour which, in the opinion of the Executive Director is deemed to be detrimental or disruptive to him/herself, to the camp program, or to other campers or staff, and is therefore in the best interest of the camper and/or the camp. In such an event, it is understood that at the discretion of the Executive Director, either no refund or a proportionate refund, minus a \$200 administrative charge may be made. The refund, if any, will be processed by the last business day in September.

(d) Everyone at camp has the right to a safe, positive and fun experience. Campers are expected to abide by the rules and regulations established by AV and to treat other campers and staff with respect and dignity at all times. AV reserves the right to implement an established process and/or suspend and/or terminate the stay of any camper, without reimbursement, who violates the camper Code of Conduct based on the guidelines and policies of AV.

The following behaviours and articles are not permitted at AV:

- Physical or psychological abuse/bullying such as teasing, taunting, threatening, discriminating comments, use of foul language, gender-based or sexual harassment or violence of any kind.
- Possession or use of tobacco, alcohol, or illegal drugs.
- Clothing with any logos or graphics depicting violence, drugs, or inappropriate language, gestures or topics.
- Damage to camp property and/or the property of others.
- Behaviour that requires supervision beyond the abilities and resources of AV.

(e) Parents agree that it will be their responsibility to cover any and all costs for damages caused by their child to AV property and/or to the property of others.

6. ACTIVITIES

(a) Parents understand and agree that there are risks inherent in any camp program, including but not limited to injury arising from participation in such an active program. Parents further acknowledge that swimming, sports and outdoor and recreational activities are integral parts of the camp program. Campers are encouraged to participate in all activities deemed by AV to be appropriate for their age and ability. It is also understood that some camp activities may be offered at off-site locations such as local parks within walking distance of AV, and other camps. Unless the camp is notified in writing, of any limitations or otherwise, Parents agree to allow their child(ren) to participate in all camp activities, camp overnights and in any supervised activities or trips both on and off camp property.

(b) AV reserves the right to place each camper in the swim level which our aquatic staff deem most appropriate to the camper's swim capabilities.

(c) AV will make every reasonable effort to hire qualified, experienced activity leaders for the various activities at AV. It is understood that the activities are subject to change based on the availability of appropriate activity leaders.

7. PRIVACY POLICY

AV recognizes that your trust in our camp is fundamental to our relationship. We are committed to protecting your privacy and the confidentiality of your personal information. We collect, use, disclose and retain personal information in accordance with the AV Privacy Policy, and have designated Lynda Fishman, our Executive Director, as our Privacy Officer, to be responsible for overall personal information protection.

This Privacy Policy tells you how we will ensure the confidentiality and privacy of the information that you entrust us with.

We collect personal, financial and medical information, with your full consent, to provide for the best and most appropriate care for your child. Your signature on the Application Form acknowledges your consent.

We give information only to those who are directly involved in providing service to your child, or as required by law.

We make certain that contracted third parties have a Privacy Policy that prevents them from using the information for any other purpose than that for which they were hired.

We do not sell or rent your information to any organization or individual. When asked for information about your family, (i.e. phone number, address, etc.) by another camp family, we will only provide that information with your consent.

We depend upon you to update any personal or medical information that may change.

All information gathered is stored in a secure data base with access controls. All paper information is stored in our locked offices.

We will retain your information throughout and beyond this camp season for statistical analysis for our camp, program development, and to enable us to communicate with you when we feel that we have new information or programs that may be of interest to you and your family.

If you have any questions or concerns about our Privacy Policy, please do not hesitate to contact Lynda Fishman. If you do not contact Lynda Fishman, we will assume that you understand the terms of our Privacy Policy as set out above.

8. GENERAL

(a) Parents agree and understand that on-going communication between Parents and AV significantly enhances the camp experience. Parents agree to contact the camp with concerns or questions.

(b) It is understood that every reasonable effort will be made to safeguard campers' belongings, however AV will not be responsible for articles of clothing, personal athletic equipment, eyeglasses, retainers, braces, hearing aids, ear plugs, etc. that are lost or damaged.

(c) Parents agree that photographs, digital photographs, videos and new media of the registered camper and/or his/her family members may be used and/or reprinted by AV for advertising and promotional purposes. In the event that AV is asked to participate in any of the following, Parents agree that their camper may participate in any television filming and newspaper interviews.