Summer Day Camp - Info and Policies

Registration
Member registration begins Thursday, January 2, 2020 at 10:00am. Non-member registration begins Thursday, January 16, 2020 at 10:00am. Registrations are accepted on a first-come, first-served basis.

Payment
Full payment is due at time of registration, unless applying for a scholarship. MC, Visa, Discover, and American Express accepted. After you register, an email will be sent to you that serves as your receipt.

Membership Discount
To receive the day camp member discount, the child attending camp must be listed on an LHF membership. For One Plus One members, the discount applies for one child in the household. Any One Plus One memberships with more than one child registered for camp will be asked to upgrade their membership to a Family or Family Plus membership or pay for the non-member rate of camp (per additional child). To upgrade your membership please call: 515-278-5286 x 158. For Family Plus, Family, Grandparent Plus, and Grandparent memberships, the discount applies for only the children or grandchildren covered under the membership.

Communication
You will receive an email confirmation of your registration. Please make sure you have received this. If you don’t, you may have mistyped your email address. Contact us at adminasst@LHF.org to correct the email address.

A pre-camp information email will be sent out approximately two weeks prior to camp. This email will be sent to the email address you provide at the time of registration and will be sent through Constant Contact. It is vital that you read and review this email to prepare for camp.

Health Form Required
• Each child registered for camp must have a completed health form from a parent or guardian regarding allergies, dietary restrictions, chronic illnesses, physical, mental, or psychological conditions, or any medications.
• The form must be completed and submitted prior to attending camp. Camper cannot stay at camp without a completed form.
• A physical is NOT required to attend camp.
• A health form is NOT needed for Family Camp.
• Required questions have been added to the health form because Living History Farms has been accredited by the American Camp Association.

Camp Policies
• Our camps are grade specific and designed for their appropriate developmental stage.
• We will try, but cannot guarantee, that friends will be placed together in the same group. If you want your camper to be placed with a friend, please let us know in the notes section of the registration form.
• Please drop off and pick up your child on-time each day.
• We cannot assume responsibility for supervising children outside of camp program hours.
• Campers must be registered for their appropriate grade level.

Camp Souvenirs
T-shirts and camp souvenir packs must be pre-ordered before May 1. Any camp cancellations after this date will not have t-shirt or camp souvenir packs refunded. Limited quantities of t-shirts and camp souvenir packs may be available for purchase in the MarketPlace Museum Store later in the summer.

Camp Rules
We are a Character Counts!® organization. Campers are expected to behave appropriately. Rules are reviewed on Monday morning. In the event a child is disruptive, a time-out may be used. If disruptive behavior continues or is severe, the parent will be called to help find a solution. If improvement is not realized, we will call you and ask you to pick up your child. At our discretion, your child may be allowed to return to camp the following day.

Rules are as follows:
• Listen and follow directions
• Participate in camp activities
• Respect others
• Respect property
• Have fun!

Wait list policy
If a camp is full, you may call (515)278-5286 to be placed on a wait list. If there is enough demand, we may be able to open another session. If a spot becomes available, we will contact the first name on the list for that week of camp. If we are unable to reach that person within 24 hours, we will go to the second name, and so on. You do not need to pay to be placed on the wait list.

Cancellation Policy
• All requests for cancellations must be received in writing at least two weeks prior to camp.
• Send requests for cancellation to adminasst@LHF.org.
• Any cancellations received after the two week deadline will not receive a refund.
• Cancellations made more than 10 business days before reserved date: 50% cancellation fee.
• Cancellations made less than 10 business days before reserved date: 100% cancellation fee.
• There is a grace period of 5 business days after registering for camp to cancel at no charge.
• If Living History Farms cancels due to weather or low enrollment, 100% is refunded.
• If a camp runs as scheduled, no refund will be given for your absence.

American Camp Association
Living History Farms Day Camp program is accredited by the American Camp Association, the only nationwide organization that accredits all types of organized camps.