

2025 SOLID ROCK DAY CAMP POLICIES

Enrollment and Payment Policies

- The \$30 registration fee is a one-time annual fee, per camper.
- Full payment and all required registration forms are necessary to guarantee your child's spot at camp and in any clinics.
- Weekly camp rates are based on when full payment is received. The payment schedule is as follows:

2025 Pricing Structure	
\$315	"Early Bird" 1/1 - 2/28
\$335	3/1 - 4/30
\$360	5/1 - 5/31
\$385	6/1 Forward

* Registration Closes the Monday before the start of the week

* 10% Sibling Wkly tuition discount after first child

Forms and Payment Needed to Attend Camp

- Campers must be paid in full and have all registration forms/immunization records submitted and approved before they can attend camp, unless a prior arrangement has been made. Campers who come to camp without having submitted full payment or all registration forms will be brought to the office and will either need to be picked up or remain in the office until full payment and all required forms are received.
- By law, we are required to have a Camper Health Form and Immunization Records on file **each year**, and we cannot allow a camper to attend camp without these documents. **You must submit a copy of your child's current Immunization Records every year, even if we already have them on file and nothing has changed.** Also, if any medications are reported on the Health Form as needing to be brought to camp/administered during camp, we must have these, along with standing orders from your child's doctor, in order for a camper to attend camp. (This includes self-carry inhalers and EpiPens)

Electronic Payments

- Credit card and eCheck payments can be made through your online account. We do not accept credit card or eCheck payments in the camp office or over the phone.
- We accept Visa, MasterCard and Discover cards.

Automatic Billing

- By paying with electronic payment, you authorize Solid Rock Day Camp (SRDC) to charge any outstanding balances on your account to the payment method on file at the end of each week that your child attends camp.
- Electronic payment information is stored securely and personal information is not accessible by the office staff.
- If we are unable to process a payment to your electronic payment method on file, or if you do not have an electronic payment method on file, you will be responsible for submitting your payment in a timely manner, and for paying any late fees that may result.

Late Payments and Fees

- A \$25 late fee will be applied, per camper, if there are any outstanding registration forms (including medical or immunization forms) due within 14 days of the start of the registered week.
- Returned checks and eChecks are subject to a \$25 returned check fee.
- Outstanding payments that are still unpaid one week after the end of a week are subject to an additional \$10 late fee.

Payment Plans

- If you are in need of a payment plan, please contact the camp office. If you cannot afford to pay for the entire summer at once, we recommend paying for as much as you can

as early as possible to receive the best rates. Parents using a payment plan must pay for the week in full before sending the child to camp. If a camper's tuition is not paid in full, they will be brought to the office until a parent can pick them up or finish paying their tuition.

- Payment plans must be made before May 1st.
- Payment plans are broken into three installments and require a 35% deposit of the full balance due the day of enrollment.
- Payment plans require that the Registration Fee be paid in full.
- Payment plans require a credit card to be on file. Your card will be charged automatically for the second and third installment. The final installment is due on June 1st.

Changes to Your Registration

- If you need to cancel or transfer any weeks after you have already submitted your payment for that week, you will need to contact the camp office. Otherwise, cancellations can be managed through your online account.
- If you would like to add additional weeks, you may do so through your online account. If you would like to add additional weeks after the online registration period has closed, you will need to contact the camp office.
- If you need to add, remove or modify any add-ons (clinics, extended care, or transportation) after you have already submitted your payment for that week, you will need to contact the camp office.
- Any additions to your registration will be billed at the then-current rate at the time they are added and paid in full.

Transfer Policy

- Payments can be transferred from one week to another, or from one clinic to another, for the same camper, up until June 1st, 2025 without penalty. After June 1st, 2025, weeks can be transferred up to 14 days prior to the start of the registered week by paying a \$15 transfer fee and the difference between the rate paid and the current registration rate. Transfers are not permissible within 14 days

of the start of the week, and would be subject to the Cancellation Policy. Transferred weeks that are subsequently cancelled will receive a refund in accordance with the refund schedule based on the earlier of the original week or the transferred week.

Cancellation Policy

- **Cancellations and requests for refunds must be submitted in writing.** The registration fee is non-refundable. Refunds for the weekly camp rate, clinic costs and transportation costs will be granted in accordance with the refund schedule, based upon the date the request is received. **There are no refunds for absences, changes or withdrawals after the start of the registered week.** Days missed may not be "made up" and will not result in a credit or refund. Campers removed from camp due to behavioral issues will not be eligible to receive a refund. No refunds will be made if SRDC should find it advisable not to open or to close camp early for any unseen conditions or emergencies. However, unusual medical situations or family emergencies will be considered on an individual basis with proper documentation. Refunds are processed at the end of the summer and should be received by the end of September.

Refund Schedule

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
90%	By 5/1								
75%	5/2-5/31	5/2-6/4	5/2-6/11	5/2-6/18	5/2-6/25	5/2-7/2	5/2-7/9	5/2-7/16	5/2-7/23
50%	6/1-6/4	6/5-6/11	6/12-6/18	6/19-6/25	6/26-7/2	7/3-7/9	7/10-7/16	7/17-7/23	7/24-7/30
25%	6/5-6/11	6/12-6/18	6/19-6/25	6/26-7/2	7/3-7/9	7/10-7/16	7/17-7/23	7/24-7/30	7/31-8/6
0%	After 6/11	After 6/18	After 6/25	After 7/2	After 7/9	After 7/16	After 7/23	After 7/30	After 8/6

Account and Camper Security

- For the safety of your child and security of your information, we recommend that you keep your account login information safe and secure. In addition to this account login information, you will also need to create a Verification Password and Camper Pickup Password.

- Your Camper Pickup Password is used to pick up your child from camp or the bus. This password can be a word or phrase of your choosing.
- Your child will be released to any individual who is able to provide us with your child's name and your Camper Pickup Password. For that reason, we strongly recommend that you choose a password that will be easy for you to remember but that others cannot guess and that you keep your Camper Pickup Password confidential.
- If anyone attempts to pick up a camper and is not able to provide the Camper Pickup Password, they will be instructed to contact Parent/Guardian 1. If Parent/Guardian 1 is unable to provide the Camper Pickup Password, the camp office will email the password to the email on file for Parent/Guardian 1.
- Anyone calling the camp office to request information or make changes to an account, may be asked to provide the Verification Password. This can be accessed or updated through your online account on the Camper Pickup Password Form. We recommend making this password different from your Camper Pickup Password.
- If, at any time, you need to change your Verification Password or Camper Pickup Password, you may do so through your online account. **However, please inform the camp office if you make any changes. Otherwise, the old password may still be used.**
- If there are ever any changes to your child's custody, please contact the camp office immediately.
- Registration emails and invoices may be emailed to both Parent/Guardian 1 and Parent/Guardian 2. If you do not wish for Parent/Guardian 2 to receive these emails, please remove their email address from your account.

Camper Medical Information

- **Parents must inform the health director and/or director, on the registration application or through written communication, if camper has received professional counseling or medication for behavioral modification during the last 12 months.** Parents must also inform the health director and/or director immediately if such care or medication occurs after registration and prior to or during the camp season. If you plan to take your child off prescribed medication for the camp season, **you must** discuss this with the health director and/or director prior to enrolling your child in camp. Failure to inform the health director and/or director may lead to dismissal of the camper from camp and, in the event of such dismissal, **there will be no refund.**
- Medical forms must be valid through the current camp season. Accurate and up to date medical forms must be submitted with your registration. SRDC reserves the right to not pick up or sign-in a camper without a current medical form and immunization records on file.
- If there is an emergency and a camper must be hospitalized, the West Milford ambulance squad will bring the camper to Chilton Hospital, in most cases. A representative from the camp will accompany the camper. The camper's parents/guardians and/or emergency contact will be notified immediately.
- SRDC carries excess (secondary) camper accident medical insurance coverage. Parent's insurance is primary.
- If your child becomes sick while at camp, we will notify you immediately. If your child is vomiting, has a fever, or any other communicable ailment (e.g. pink eye, lice, impetigo, etc.) the child will need to be picked up immediately. If the child has a headache or is tired, we will allow the child to lie down for a period of time and will notify you as well. Campers cannot return to camp until they have been symptom free for 24 hours.

Depending on the illness, a doctor's release may be required for your child to return to camp.

- Any camper found with or suspected to have lice will be immediately removed from their camp group and brought to the health office at which time the camper's parents/guardians will be notified. The camper can only return upon receipt of a doctor's note or a professional nitpicker note indicating the camper is "lice and nit free" and is no longer contagious. If a professional nitpicking company needs to be brought to the camp, SRDC reserves the right to check any camper for lice. Campers that are checked will be charged a flat rate of \$15.00. If lice or nits are found, parents will have the option to either remove the camper immediately and have the camper treated professionally, or can choose to have the camper treated on site and will be charged the full cost of service.
- All open wounds should be covered by a bandage, protecting the area from being infected and preventing exposure risk to other campers.
- Prescription medications shall be administered only after the camp office is in receipt of parent/guardian's and doctor's written authorization. **Medications must be in the original container.**
- Any medication (including Epi-pens with accompanying Benadryl and action plan) that are indicated on the Health Form that a camper will be bringing to camp, must be received by the Health Director before a camper can attend camp.
- Only Benadryl or its generic will be administered to campers and in emergencies only, with parent's authorization.
- Medications must be picked up from the camp office on the last day your child will be attending camp. Medication that has not been picked up by the end of the summer will be disposed of.

Permission to Participate

- Parent grants camper permission to participate in all camp activities unless otherwise previously noted and/or indicates restrictions on camper's medical form. The parent also allows SRDC to take the camper on excursions and special outings. If an off-site activity requiring transportation is scheduled, SRDC will provide information prior to the trip.

Friend Requests

- Friend requests must be submitted in writing. Campers can select one friend and that friend must also select them in order for the request to be granted. Campers ages must also be within 2 years of age of one another. Generally, if there is an age difference, campers will be moved into the younger age group. SRDC cannot guarantee that all friend requests will be granted.

Image Release

- By sending your child to camp, you authorize SRDC to use any photos or videos of you or your child taken at SRDC or during SRDC programs in publications, postings, or advertising, online, in print or any other medium at SRDC's discretion, without compensation.

Lost and Found

- All lost and found items not claimed within seven days are subject to being donated or disposed of. SRDC is not responsible for items left behind, lost, or stolen. **Please label all belongings.** The Lost and Found is located in the shed next to the field bleachers.

Parents or Visitors on Camp Property During Camp Session

- All parents and visitors, including parents making late drop-offs or early pick-ups, **must** sign in/out at the camp office immediately upon entering the property. Do not walk around looking for your child or your child's

belongings. Do not leave your car running. This is for the protection and safety of all visitors and campers.

Clinics and Adventure Programs

- Some clinics are all-day activities and require campers to bring a bagged lunch. If lunch is required, it will be communicated prior to the clinic.
- Some clinics will be held off-site and children will be transported to and from these programs. By registering for these programs, you give SRDC permission to transport your child to and from these programs.
- **There are no refunds** for children who drop out of these programs, do not come prepared with proper clothing to participate, or have incomplete paperwork on file to participate in the clinic.
- **It is recommended that you register your child for only one clinic per week.** At times, weather or other circumstances may require clinics to be rescheduled to another day within the same week, and there will be no refunds in the event a clinic is rescheduled and your child has a conflict with another clinic.

Extended Care Program

- The Extended Care Program extends the hours of camp both in the morning (7:00am-9:00am) and afternoon (4:00pm-6:00pm).
- There is a flat rate of \$55 for either morning (7am-9am) or afternoon care (4pm-6pm). You must select and pay for your Extended Care preferences at the time of registration to receive the flat rate.
- If you do not select and pay for a flat rate option at the time of registration, you will be billed at an hourly rate of \$13.00 per hour. This hourly rate will be charged for any part of an hour.
- The fee for children who are dropped off prior to 7:00am or are not picked up by 6:00pm is \$13.00 for every 15 minutes (or any part

thereof), per child. These rates apply even if you have paid the flat rate.

- If you have a registration credit on your account, this will be applied first. If there is no credit and you have paid with an electronic payment, the Extended Care charges will be automatically applied to your electronic payment method on file at the end of each week.
- If you do not have an electronic payment method on file, you will be responsible for submitting payment for Extended Care charges. Payments that are not submitted by the Friday following the week for which the charges were incurred may be charged a \$10 late fee.
- A deposit will not be collected for the use of Extended Care, unless payment for Extended Care hours is overdue, in which case a deposit may be required before you may resume use of Extended Care. Additionally, depending upon the amount or length of outstanding balances, your child may not be allowed to return to camp until all outstanding balances have been paid in full.
- Parents who are using this program must sign their child in and out of Extended Care, which may include initialing the date and time your child was dropped off or picked up and providing your child's pick-up password. **Do not just drop off your child and leave!**
- If you think you might be late in picking up your child, please call the camp office.
- The Extended Care Program normally meets in the second-floor game room in the gym building. There will be signs directing parents to the upper game room. Occasionally afternoon extended care will remain on the field.

Early Pick-up and Parents Providing Their Own Transportation

- If your child is leaving early from camp, please call or email to notify the camp office. **All campers must be signed out at the camp office.** You must provide your child's

Camper Pickup Password when signing out. **It can take up to 20 minutes to have your camper ready to be picked up, so if you do not call in advance, you may have to wait.**

- Children leaving early must be signed out by 3:30pm. Campers will not be able to be picked up between 3:30pm and 4:00pm and will be dismissed at 4:00pm during regular dismissal. This is for the safety and accountability of all campers.
- If transporting your child to and from camp, we ask that you do not drop them off before 8:50am and that you pick them up promptly by 4:00pm; otherwise, they will be put into the Extended Care Program and a fee may be charged.
- If you are picking up your child at 4:00pm (end of camp day) you must follow the dismissal instructions of the staff and provide your Camper Pickup Password for all children you are picking up. Camp staff will be there to help release children.

• For the safety of our campers and staff, if you are picking your child up at 4:00pm, we ask that you do not arrive prior to 3:50pm. This will allow our campers to gather their belongings and return safely to the field prior to cars entering the parking lot.

- Camper Pickup Passwords must always be given to sign out a child, whether for early dismissal, regular dismissal, from the bus routes or from Extended Care.
- Rainy day drop-off/pickup will be located in the gym. Parents are still to remain in vehicles but will drive in the opposite direction of the normal parking lot loop. Please follow the instructions of the staff directing traffic.

• **Parents must buckle all seat belts of children before leaving. The camp speed limit is 5 mph.** Please be extra mindful of your surroundings while driving on the camp property. Do not pass other vehicles while waiting in line.

Bus Transportation Service

- If your child is being transported by the camp, please note carefully the pick-up times. Many parents are expecting us to keep to our scheduled times so we ask that you have your children at the pick-up spot early so that when the bus arrives, they can board immediately.
- On the afternoon run, the person picking up his/her child must provide the Camper Pickup Password.
- If a parent does not show up within 5 minutes of the scheduled time, the driver will have to continue the route and your child will be brought back to the camp. It will then become the parent's responsibility to pick his/her child up at camp. Please call the camp office if you know you will be late, or if you are late, before coming to camp.
- If the bus will be late to a stop due to traffic or other issues, the bus driver will communicate this to the camp office. You may call the office for an update if the bus is late to your designated pick-up or drop-off location.
- If you know your child will not need transportation on a particular day, please call or e-mail the camp office before 3:00pm the day before so we can notify the bus drivers.
- You must provide written notice to the camp office if your child needs to be dropped off at another bus stop, or will be walking home after being dropped off.

Lunch Time

- Campers can either bring a lunch or purchase one at camp. Campers' lunches will be kept in non-refrigerated areas. No warming/heating equipment is available. Lunch and some drinks can be purchased during lunch times. The camp will supply water during lunch and throughout the day.
- Late campers will be limited to what they can order. If arriving late to camp please call in your lunch order before you arrive.

Allergies

- SRDC seeks to be careful with food products, with nuts, nut by-products and other allergens, but SRDC is NOT an allergen-free site. SRDC cannot guarantee that campers will not come in contact with certain foods or food allergens.
- If a camper has severe allergies or dietary restrictions, they should bring their own lunch and snacks. These items must be able to be kept by the camper, as special storage (including refrigeration or freezer space) will not be provided. If an allergy is severe and contact with an allergen is likely, you should consider whether your child should attend camp. Please consult your physician for medical advice for your child's allergies.
- Please contact the office for further information if your child has food allergies.

Camp Store Account

- Money for lunch/Snack Shack can be added to each camper's camp store account at the time of registration or at any point throughout the summer by accessing your online account.
- **We do not accept cash payments from campers.** Any money you would like to add to their account must be added using your online account or by submitting money to the camp office. Credit card and eCheck payments can be made through your online account. Cash and Check payments may be made in the camp office. We do not accept credit card or eCheck payments in the camp office or over the phone.
- A camper's camp store account will be used throughout your child's time at camp for lunch and Snack Shack purchases and will help keep the loss of money to a minimum and allow for faster service.
- You may check your child's camp store account balance at any time by logging into your registration account. You will also be notified via email when your child's camp store account balance falls below \$5.00.

- At the end of the summer, remaining camp store balances over \$10.00, per camper, will be refunded. Remaining balances of \$10.00 or less, per camper, will be donated to the Camper Scholarship Fund. However, if you would like to donate any remaining balance, you may choose that option during the registration process or by contacting the camp office.

Discipline Policy

- It is our desire to make camp a positive experience for all the children who come. At times, we have had problems with children who misbehave and disrupt the normal flow of camp or create problems for the other children. This creates a negative atmosphere and, in a sense, "ruins it" for the majority of children who do behave.
- We strive to communicate with parents when there is an issue regarding a child's behavior, especially those that result in disciplinary actions needing to be taken. We also strive to communicate with parents whose children may have been on the receiving end of another camper's behavior. We request that if you become aware of a situation that you feel we are not aware of, that you bring this to our attention so we may properly address it.
- Parents will be contacted if there is a continuous problem of non-participation in the program, bullying, stealing, telling off-color stories/jokes, or using inappropriate language or any other behavior that detracts from the safe and wholesome environment the camp wishes to provide. The preceding behaviors are unacceptable in camp and our policy will be to warn the child and, if necessary, inform the parent about the child's behavior. Continued behaviors which are unacceptable may result in a child being removed from camp. If a child is removed from camp, there is no refund.
- Additionally, the following are behaviors for which a child will automatically be removed from camp: physically fighting with other children, destruction of property (either at

camp or on the transportation vehicles), inappropriate use of technology, possession of vaping devices, alcohol, non-prescription drugs, tobacco or any other illegal substance, possession of weapons of any kind, inappropriate physical contact, and lack of cooperation and/or disrespect to camp staff.

- SRDC reserves the right to dismiss, in its sole discretion, any camper who violates camp rules and regulations or whose condition, conduct, influence or behavior is deemed unsatisfactory or detrimental to the best interests of SRDC or other campers, in which cases no refunds will be made. Furthermore, due to state requirements, we are obligated to report illegal activities to the appropriate authorities.

Dress Code

- Campers should wear casual clothes based on that day's weather. Jeans or shorts, and t-shirts (camp shirt when available or leaving property) are recommended.
- Camper's clothing must be modest. Please do not send your child in short shorts or skirts, overly revealing shirts (e.g. spaghetti strap, mesh, belly shirts, etc.), inappropriate slogans (e.g. including any references to alcoholic beverages, cigarettes, obscenity), or anything that will encourage inappropriate attention. Shirts must completely cover the stomach and chest. No undergarments should be visible at any time.
- Campers' shoes must not prevent them from participating in activities. Sneakers, closed toed shoes, or shoes securely fitted to the foot are required (such as a sandal with straps or Crocs). **Flip flops and slides are not allowed.** During swim time, while in the lake area, or when participating in water activities campers are permitted to be barefoot. However, they cannot be barefoot in other areas of camp and must wear approved footwear at all times.
- If a camper does not have proper footwear, you will be notified and he/she may be brought to the camp office. You will need to

bring proper footwear to camp before your child is able to participate in any activities.

- Boys' and girls' bathing suits should not be overly revealing (e.g. no Speedos for boys or bikinis for girls). If needed, campers will be asked to wear a t-shirt or shorts over their bathing suits.
- Label items with your child's full name.
- If your child arrives to camp inappropriately dressed, you will be called and asked to bring appropriate clothing for your child.
- Campers who are registered for clinics should arrive at camp properly dressed for their activity. Campers who do not have the proper attire may not be able to participate in the clinic and a refund will not be granted.

Sunscreen Application

- All campers requiring or desiring sunscreen should attend camp with sunscreen already applied. Solid Rock does not provide sunscreen for campers. Parents wishing for their campers to reapply throughout the day should send their camper with additional sunscreen (spray is recommended). Counselors will not apply sunscreen lotion to campers, however they may assist campers with sunscreen spray.

Campers Must be Toilet Trained

- All campers are required to be toilet trained and must be able to use the restroom without assistance. If a camper is not toilet trained, or has continual issues with requiring assistance in the restroom, they may be asked to stay home from camp until they are toilet trained. If a camper needs assistance in the restroom or has an accident, the camper's parent will be called to come to camp to assist his/her child (and possibly bring them home if necessary).

Items to Bring

- Your child should bring a bathing suit (see dress code), towel, sun-block, refillable water

bottle, and a bagged lunch (lunch can also be purchased). On cold or rainy days, campers should bring a jacket or sweatshirt. Put your child's name on everything so that items can be returned if they are lost or misplaced.

Items Not to Bring

- All items not allowed in your child's school, such as lighters, weapons of any kind, vaping devices, tobacco items, etc. are prohibited. Due to the creative and fun activities at camp, we ask that campers **do not bring cell/smart phones, iPods, gaming devices, etc. to camp**. If campers are seen with these devices, the devices will be collected by the counselors and brought to the camp office. Campers can pick up the item at the camp office at the end of the day, accompanied by his/her parent after they have been dismissed. The camp cannot be held responsible for damaged or lost items.

Camper Scholarships

- Camper scholarship requests can be attained through our website and require the parents to fill out a Camper Scholarship Application and submit appropriate documentation. Scholarships are based on need and extenuating circumstances and are given on a first-come, first-serve basis (funding is limited). Campers who receive a scholarship are still required to pay the registration fee and any additional fees such as lunch/candy store, extended care, etc. Campers who receive a scholarship will not be able to sign up for additional clinics with the exception of Swimming Lessons. All families receiving scholarships are encouraged to send a thank you card to the camp office prior to attending camp so that we can share it with our donors.

Tax Credits

- Parents using camp as childcare may qualify for tax credits. Please consult your accountant. A summary statement of all charges with the camp's tax id number will be

sent via email in September. Please retain this document for your taxes.

Camp Office Hours

- Someone is usually in the office to answer the phone between 10:00am to 4:00pm, Monday through Friday. When campers are present, office hours are 7:00am to 6:00pm.

Rules and Regulations

- The camper and parent/guardian(s) agree to abide by all the rules and regulations established by SRDC included in this policy, as well as any others that are communicated by the staff during camp. This includes, without limitations, those relating to enrollment and withdrawal of campers and visitation. SRDC reserves the right to change the rules and regulations at any time.

Questions and Comments

- If you have any questions or suggestions on anything we can do to make camp a better experience for you and your children, please call, send a note, or e-mail the camp office. We welcome your creative suggestions and ideas.