

Enrollment Agreement

Howard County Conservancy Summer Camp 2024 (June 17, 2024 - August 23, 2024)

Welcome to Howard County Conservancy Summer Camp!

I wish to enroll my child _____, in the Howard County Conservancy's 2024 Summer Camp. I understand and agree to abide by the following camp policies:

Hours & Days of Operation

Camp operational hours are Monday-Friday from 8:00am - 5:00pm, except for closures for holidays and inclement weather as described in the [Camp Parent's Guide](#). Typical days are from 9:00 to 3:30, unless the child is enrolled in Before Care from 8:00 am- 8:45 am, or Aftercare from 3:45 pm- 5:00 pm. Parents/ Guardians are responsible for picking up their child on time each day. A late fee of \$10/ for the first fifteen minutes, and a \$1/ minute afterwards will be charged for late pick up. Late payment fees can be paid either in cash, or via electronic payment at the discretion of onsite staff.

Enrollment Eligibility

Children eligible for enrollment in the Howard County Conservancy Summer Nature Day Camps are between the ages of 5 and 12 during the summer of 2024. All campers must be able to use the bathroom independently.

Enrollment Options

Session Number and Dates	Cost
1 (June 17-21)	\$365
2 (June 24-28)	\$365
3 (July 1-3 and 5)	\$295
4 (July 8-12)	\$365
5 (July 15-19)	\$365
6 (July 22-26)	\$365
7 (July 29- August 2)	\$365
8 (August 5-9)	\$365
9 (August 12-16)	\$365

10 (August 19-23)	\$365
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Before Care: \$50/ week
After Care: \$75/ week

Registration Cost

A payment of 50% of each session's total enrollment cost is required at time of registration. The remaining balance can either be submitted in full at registration or can be paid through the offered plans described below. All plan payments will be received by the Howard County Conservancy via our autopay system. By submitting a registration for their child, Parents/Guardians assume full financial responsibility for all registration costs.

Payments

Camp fees can be paid either in full at time of registration in January, or a camper's balance (after the required 50% payment at registration) can be paid through one of our payment options:

- Monthly Payment Plan - consists of four equal payments charged on the 17th of each month beginning February 17, 2024 (or the 17th of the month following your registration date) and ending on May 17, 2024. By choosing this plan, you agree to automatic payments that will be charged to the credit card on file in your camper's account on the aforementioned dates.
- Remaining Balance Plan - consists of a final payment of the remaining 50% of the camper's balance (after the initial 50% at registration), to be charged on March 17, 2024. By choosing this plan, you agree to the automatic payment of your full balance that will be charged to the credit card on file in your camper's account on March 17, 2024.

Camper registrations submitted after May 17, 2024 must be paid in full at the time the registration is submitted. Any and all camp fees are due in full by May 17, 2024. If not paid in full by this date, your child will lose his/her spot in camp and be placed on the waitlist.

Paper checks may be mailed or dropped off at the Conservancy offices. If check payment is not received within 2 weeks of completed registration, the camper will be placed on the waitlist for that camp session/s. Parents/ Guardians understand and agree that a late charge of \$25.00 will be added for any late payment (not received within 5 days of the due date). If for any reason a check is returned, you are responsible to pay a \$50 fee to the Conservancy, in addition to the amount of the check. Parents/ Guardians also agree to pay all costs of collections, including collection agency fees, attorney's fees and interest of 1.5% per month.

Registrations and Waitpools

Incoming registrations will be processed and camp sessions filled in the order in which they are received. Registrations submitted without payment will be considered incomplete and cannot be processed until payment is received.

All enrollments are subject to space availability. You will be notified if you have selected a camp session in which capacity has been reached and given the opportunity to join the waitpool.

If a camp spot becomes available, the first several families in the waitpool will be emailed simultaneously and given an opportunity to register for the session via a Google Form. The available spot will be granted on a first-response, first-serve basis. Additionally, in the Google Form, families will be asked to confirm their continued placement on that waitlist. Failure to acknowledge by the designated date will result in automatic removal from that waitpool. Families may request to rejoin the waitpool for a session once removed, but will be placed at the end of the list.

Changes and Additions

Session Change requests must be submitted to the Conservancy Camps in writing by emailing camp@howardnature.org. Changes and additions are subject to space availability. Additions to a Camper's registration may be made online.

Cancellation and Refund Policy

Parents/ Guardians may cancel their enrollment agreement by submitting a written cancellation notice to the Camp Director. The cancellation notice must be dated, state the camper's name and provide a reason for termination.

There is no discount, refund, prorate or other allowance for absences, camp closures, family emergencies, vacations, sick days, or if campers are dismissed due to behavioral issues. Refunds may be permitted if the camper suffers a medical emergency, attested to by a physician, which keeps the child from attending.

A full refund, minus a \$50 cancellation fee, is available for all camp sessions if requested by May 17, 2024. After May 17, 2024, a 50% refund minus a \$50 cancellation fee is available for camp sessions prior to within a month of their start, as indicated in the chart below. Parents are responsible for the registration fee of all camp sessions unless the camper withdraws in accordance with these termination procedures.

Refund Availability	
Start of Camp Session	50% Refund available until
6/17/2024	5/17/2024
6/24/2024	5/24/2024
7/1/2024	6/1/2024
7/8/2024	6/8/2024
7/15/2024	6/15/2024
7/22/2024	6/22/2024
7/29/2024	6/29/2024
8/5/2024	7/5/2024
8/12/2024	7/12/2024
8/19/2024	7/19/2024

Termination of Enrollment

The Howard County Conservancy reserves the right to terminate this enrollment Agreement temporarily or permanently, at the discretion of the Director. Reasons for terminating the Agreement may include the behavior or health of the child or other children attending camp. Reasons for termination may also include issues the Camp considers detrimental to the Camp community, or for the failure of parents/ guardians to pay all or part of the child's financial obligations for the child's attendance.

Positive Outcomes at Camp

Camper's enrollment is based on the rules, regulations, conditions and terms contained in this Agreement and in the Camp Parent's Guide, which may be amended from time to time.

Parents/ Guardians acknowledge that families and students will abide by its rules and guidelines. Our foundational rules include: **Be Safe, Be Kind, Be Respectful, Be Responsible, and Have Fun.**

If your child repeatedly exhibits concerning behaviors during their time in our program, the Camp Director will initiate a behavior conference process to discuss observations, camper's actions, and develop an action plan. Based on these meetings, and further behavior at camp, we may ultimately decide that the Howard County Conservancy's Summer Camp is not the safest fit for your child. Please refer to the [Parent's Guide](#) for more details.

Illness

Parents/ Guardians agree that their child will not attend camp while suffering symptoms of a contagious illness. If a child becomes sick, Parents/ Guardians agree to keep the child home and notify the camp of symptoms and diagnosis. If a child becomes ill at camp, parents/ guardians agree to pick the child up from camp as quickly as possible.

Health Consent

I authorize the Conservancy to follow its internal procedures in case of illness or injury, including administering basic first aid when needed. Should medication need to be administered during camp hours, Parents/ Guardians must complete provided medication forms.

If a camper needs medical services which require pre-authorization or consent and Parents are not available to provide consent, Parents hereby authorize, appoint and empower the Camp to act as Parent and furnish such consent on Parent's behalf. Parent hereby waives, releases and holds the Camp harmless from any liability which might arise from the giving of such consent. The Conservancy also has my consent to secure treatment from emergency medical personnel and at the closest hospital in the event of a medical emergency.

Waiver

I am aware that while participating in a program or activity arranged by the Howard County Conservancy, certain risks and dangers may be present, including but not limited to those generally associated with certain activities, accidents, illness and forces of nature. I agree to indemnify and defend the Howard County Conservancy and hold it harmless from and against any and all claims, suits, damages, liabilities and expenses, including attorney's fees and the Conservancy's costs of defense in connection with the loss of life, personal or bodily injury and/or damage to or loss of property that arises from the participation of _____ (name of child) in the Howard County Conservancy Summer Camp program except to the extent that such loss or damage is occasioned by the negligent act or omission of the Conservancy, its officers, agents or employees.

Signature

I have read and understood the Enrollment Agreement and [Camp Parent's Guide](#). I agree to pay the required tuition and fees on or before the due date, to adhere to the conditions listed above, and to abide by the policies and procedures in the Camp Parent's Guide

Parent or Guardian 1 Signature

Date

Parent or Guardian 2 Signature

Date