



**OUR LADY QUEEN OF
PEACE
CATHOLIC SCHOOL**
Summer Camp & Childcare

1600 Highway 2004
Richwood, Texas 77531
979-265-3909
Fax 979-265-9780
www.olqpschool.org

The following must be completed, signed, and returned with all
applicable fees to successfully enroll in
Our Lady Queen of Peace Catholic School Summer Camp for

Preschool through 6th grade:

- Summer Camp Agreement - Enrollment Information
- Deposit, registration fee, and fee for first week
- Student information/permissions
- Emergency card
- Admission requirement
- Behavior policy
- Welcome



**OUR LADY QUEEN OF PEACE CATHOLIC SCHOOL
Summer Camp & Childcare Agreement**

Name of Child: _____

Grade just completed: _____

Name of Parent or Guardian: _____

PARENT EMAIL: _____

There will be 7 weeks of Summer Camp. Please check each week your child will be attending. Please note that if you make a change to your schedule after May 30, 2021, you will be charged a \$75 schedule change fee.

	Week #1	June 1 – June 4 Cool Science Week		Week #5	June 28 - July 2 Cooking Camp
	Week #2	June 7 – June 11 Fun with Books Week (Literacy week) Fairy Tale Week for PK		Week #6	July 5 – July 9 Childcare Only – reading, board games, centers, movies, playground
	Week #3	June 14 – June 18 Olympic Games Week		Week #7	July 12 – July 16 Childcare Only – reading, board games, centers, movies, playground
	Week #4	June 21 - June 25 Theater Camp for 3rd to 5th Centers & Games for PK to 2nd			

Total contract amount for selected schedule
(please refer to related Summer Camp Fee Schedule): \$ _____

T – SHIRT SIZE

CHILD SHIRT:

SMALL _____ MEDIUM _____ LARGE _____

ADULT SHIRT:

SMALL _____ MEDIUM _____ LARGE _____ EXTRA LARGE _____

* * * * *

I have received a copy of the Summer Camp Fee Schedule for 2021.

I hereby agree to pay the above amount and any other child care fees incurred during the Summer Camp 2021 program when due.

Signed: _____ Date: _____



Our Lady Queen of Peace Catholic School

Summer Camp 2021 Fee Schedule

1. Prearranged Summer Camp Care:

- Prearranged care is contracted for the week(s) checked during the 7-week summer period for **PK3 through 6th grade**.
- Care is available from **7:30 am to 6:00 pm**.
- Fees for Summer Camp care **are due regardless of a child's attendance or absence** on a particular day. Fees are not prorated. There is no discount if you only attend the morning.
- Fees and payment schedules for Summer Camp 2021 are as follows:

Due at registration	OLQP student	Non-OLQP student
Registration fee per child - nonrefundable	\$75.00	\$100.00
Deposit per child – due at registration	\$280.00	\$280.00

Available weeks and dates	Cost for 7:30 am to 6 pm (no discounts or refunds for absences or part-time attendance)	Payment due date
Week #1 June 1 – 4	\$280.00	At registration
Week #2 June 7 – 11	\$280.00	Fri. June 4 by noon
Week #3 June 14 – June 18	\$280.00	Fri. June 11 by noon
Week #4 June 21 – June 25	\$280.00	Fri June 18 by noon
Week #5 June 28 – July 2	\$280.00	Fri., June 25 by noon
Week #6 July 5 – July 9	\$250.00	Fri., July 2 by noon
Week #7 July 12 – July 16	\$250.00	Fri., July 9 by noon
week(s) @ \$ ____ ____/wk		
Registration & Deposit total		
Total Contract Amount		

- A fee of **\$10.00 per minute per child** will be billed for all minutes before 7:30 am or after 6:00 pm that a child remains in our care. *Excessive late pick-ups (as determined by the School Administrator) will result in incremental price increases per minute per child.* Our school clocks are synchronized to **www.time.gov**

A **\$25.00 Late Payment Fee** will be charged for amounts not paid when due.

- **Schedule Changes** – *For each week that you change your child’s contracted schedule, there will be a fee of \$75.00 per child per week. (For example, you may ADD an additional week but you cannot sign up for a week and decide that your child will not attend after all; changing that would result in the \$75.00/per child/per week schedule change).*
- A limited number of additional summer camp T-shirt will be available at \$10 each. Please ask about availability.
- \$10.00 per child if lunch is forgotten and OLQP feeds your child (or children).
- \$10.00 per child if a field trip t-shirt is not worn to travel off campus and OLQP provides it.
- When all fees have been paid, any refunds will be returned as quickly as possible at the close of Summer Camp. Families enrolled in OLQP that will be needing extended day services in the fall, will have summer camp deposits applied as a payment to the school year contract.

2. Withdrawal:

If you withdraw your child from Summer Camp, fees will be cancelled for weeks following the week you withdraw, *after the signed schedule change fee form is submitted to the finance office with payment for the \$75 schedule change fee.*

3. Removal:

Per the School Administrator, expulsion automatically results in forfeiture of any and all deposits and prepayments. See the Behavior Policy for additional information.

- 4. Summer Camp 2021 will celebrate the last day of camp on Friday July 16th .**

Thank you and have a great school year!



STUDENT INFORMATION

Facility Name: Our Lady Queen of Peace Catholic School		Director's Name:	
Child's Name		Date of Birth	PARENT CELL PHONE No.
Child's Home Address			
Date of Admission		Hours and days child will be in care	
Parent's or Guardian's Name		Address (if different from child's address)	
MY CHILD ATTENDED THE FOLLOWING SCHOOL LAST YEAR, 2020-2021			
School Name:		Address:	
School Phone:		Grade just completed:	
MOTHER'S TELEPHONE NUMBER		FATHER'S TELEPHONE NUMBER	
WORK:		WORK	
CELL:		CELL:	
YES	NO	PERMISSION REQUIRED	
		I authorize the use of my child's photograph in promotional materials and social media used by OLQP.	
		I acknowledge the receipt of the OLQP Behavior Policy for discipline and guidance.	
		I understand that under Texas Penal Code, any area within 1000 feet of a child care center is a gang free zone, where criminal offenses related to organized criminal activity are subject to harsher penalty.	

PLEASE ANSWER ALL QUESTIONS:			
YES	NO	TRANSPORTATION FOR FIELD TRIPS	
		1. I hereby give consent for my child to be transported and supervised by the operations employees for emergency care	
		2. I hereby give consent for my child to be transported and supervised by the operations employees on field trips	
		WATER ACTIVITIES	
		1. I hereby give my consent for my child to participate in water activities	
		2. I hereby give my consent for my child to participate in splashing pools	
		3. I hereby give my consent for my child to participate in wading pools	
		4. I hereby give my consent for my child to participate in swimming pools	
		5. I hereby give my consent for my child to participate in other bodies of water Provided by the facility.	



OUR LADY QUEEN OF PEACE CATHOLIC SCHOOL SUMMER CAMP
Student Emergency Card

Student Name:		Grade:		Birth Date:	/ /
Address:		City:		TX	Zip:

To serve your child ***IN CASE OF EMERGENCY, accident or sudden illness***, it is necessary that you furnish the following information for emergency calls

MOTHER:		FATHER:	
Occupation		Occupation	
Home #		Home #	
Work #		Work #	
Cell #		Cell #	
MOM EMAIL:		DAD EMAIL:	

LIST PEOPLE OR RELATIVES YOU AUTHORIZE TO ASSUME TEMPORARY CARE OF YOUR CHILD IF YOU CANNOT BE REACHED:

EMERGENCY CONTACT LIST:			
Students will not be released to anyone who is not on this list! Permission is given to the following people:			
Name:	Home:		
Relationship:	Work:		
Address:	Cell:		
<input type="checkbox"/>	approved to pick up my child	<input type="checkbox"/>	call in case of emergency
Name:	Home:		
Relationship:	Work:		
Address:	Cell:		
<input type="checkbox"/>	approved to pick up my child	<input type="checkbox"/>	call in case of emergency
Name:	Home:		
Relationship:	Work:		
Address:	Cell:		
<input type="checkbox"/>	approved to pick up my child	<input type="checkbox"/>	call in case of emergency

I, the undersigned, do hereby authorize officials of **OUR LADY QUEEN OF PEACE CATHOLIC SCHOOL** to contact directly the persons named on this card, and do authorize the named physician/dentist to render such treatment as may be deemed necessary in an emergency, for the health of said child. In the event physician/dentist, other persons named on this card, or parents cannot be contacted, the school officials are hereby authorized to take whatever action is deemed necessary in their judgment, for the health of the aforesaid child. I will not hold the school financially responsible for the emergency care and/or transportation for said child.

Signature of Parent or legal guardian

Date

STUDENT EMERGENCY CARD (continued)

Student Name:		Grade:	Birth Date:	/ /
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ALLERGIES: (drug food etc.)	

MEDICATION TAKEN DAILY OR AS NEEDED (please include name of medication, dosage and frequency)

DAILY MONITORING REQUIRED (glucose + monitoring) _____

HEALTH INFORMATION: List any health conditions (heart disease, diabetes, epilepsy, eye/ear problems, or chronic condition):			
Doctor's Name:		Office #	
Dentist's Name:		Office #	

I, the undersigned, do hereby authorize officials of **OUR LADY QUEEN OF PEACE CATHOLIC SCHOOL** to contact directly the persons named on this card, and do authorize the named physician/dentist to render such treatment as may be deemed necessary in an emergency, for the health of said child. In the event physician/dentist, other persons named on this card, or parents cannot be contacted, the school officials are hereby authorized to take whatever action is deemed necessary in their judgment, for the health of the aforesaid child. I will not hold the school financially responsible for the emergency care and/or transportation for said child.

Signature of Parent or legal guardian

Date

ADMISSION REQUIREMENT

One of the following must be presented when your child is admitted to OLQP Catholic School Summer Camp.

YES	NO	
		1. HEALTH-CARE PROFESSIONAL'S STATEMENT: I have examined the above named child within the past year and find that he/she is able to take part in the day care program.
		2. My child has been examined within the past year by a health care professional and is able to participate in the day care program. <i>Within 1 week of admission, I will obtain a health care professional's signed statement and will submit it to OLQP.</i>
		3. A signed and dated copy of a health care professional's statement is attached.
		4. Medical diagnosis and treatment conflict with the tenets and practices of a recognized religious organization, which I adhere to or am a member of. I have attached an official, notarized affidavit form issued from DSHS stating this.
		5. My child's immunization record is on file at the school and all immunizations and tuberculosis test results are current.
		6. List any special problems that your child may have, such as allergies, existing illness, previous serious illness, injuries and hospitalization during the past 12 months, any medication prescribed for long-term continuous use, and any other information that staff should be aware of:
<p>In the event that I cannot be reached to make arrangements for emergency medical attention, I authorize the facility director or person in charge to take my child to:</p>		
Name of Physician		Address
		Telephone No.
Name of Emergency Medical Care Facility		Address
		Telephone No.

Health Care Professional's Signature _____

Printed Name: _____

Date: _____



WELCOME TO OUR LADY QUEEN OF PEACE SUMMER CAMP

June 1 thru July 16, 2021

“DO”

- **DO** know our hours are 7:30 a.m. to 6:00 p.m., and our bells are synchronized to www.time.gov
- **DO** bring a backpack or tote, labeled with your name, to keep all craft and personal items in.
- **DO LABEL ALL** clothing, towels, sunscreen, lunch containers, and back packs/totes. For PK students, please also label a nap mat, mat cover, pillow and case, small blanket, and **every piece** of their spare change of clothing!
- **DO** write your name, please, inside the neckline of your summer camp T-shirts!
- **DO WEAR** knee length shorts, socks, and for safety, closed-toe and closed-heel shoes.
- **DO** pack a nutritious, healthy lunch. **Lunches for off-campus trips need to be completely disposable and in a plastic zip bag. We will throw everything away.**
- **DO** pay your contracted fees **in advance** per the fee schedule times and dates.
- **DO** wear your summer camp T-shirt for all off campus activities! It is **REQUIRED!**
- **DO be on time** for all off-campus events.
- **DO** give current, clear information about you and your child; for example: where you can be reached, who can pick up your child, **any and all allergies** and any other information that the staff should be aware of. **Please update as needed and when changes occur.**
- **DO** check the Summer Calendar daily! (Website calendar has latest updates.)
- **DO FOLLOW ALL OF THE ARCHDIOCESE’S COVID precautions – masks required.**

“DON’T”

- **DON’T** bring glass containers, caffeinated, carbonated or “energy” drinks, or candy.
- **DON’T** wear tank tops, spaghetti strap tops, dresses, sandals or Crocs.
- **DON’T** bring any electronic games or cell phones or any type of communication device to camp.
- **DON’T** be late! Students may not come in to Camp after 10 a.m. when we are on campus. **For the safety of all**, students **may not** be dropped off as we are boarding the bus for a field trip!
- **DON’T** drop off students at OLQP or designated location, if summer campers have already left the campus for an event/field trip! **Refunds will not be given if you miss the bus/trip!**
- **DON’T** arrive **BEFORE** 6:30 a.m. or pick up **AFTER** 6 p.m. it is \$10 per minute per child. Again, our school clocks and bells are synchronized to www.time.gov

Child’s name: _____

I have read, understand and agree to abide by these conditions.

Parent Signature: _____ Date: _____



OUR LADY QUEEN OF PEACE SUMMER CAMP

BEHAVIOR POLICY

Thank you for choosing Our Lady Queen of Peace Summer Camp for your child. Welcome! To insure the safety and comfort of all of our summer campers, it is necessary to explain the standards of behavior expected for all children who attend the OLQP program.

O.L.Q.P. Summer Camp students are expected to abide by the following rules:

1. Show respect to all people in words and actions.
2. Follow all directions from adults.
3. Cooperate and share when playing and working with others.
4. Show honesty in words and actions.
5. Accept responsibility for his/her own actions.

Examples of inappropriate behaviors are:

1. Name calling, rude remarks, offensive language, threats, intimidation or harassment (bullying)
2. Physical aggression (fighting, pushing, shoving, hitting, biting)
3. Ignoring directions of adult staff, defiance, running away from adult staff
4. Persistent arguing with staff and/or other students, grabbing things away from others, purposely destroying others' property
5. Dishonesty (lying), stealing

If a child consistently displays inappropriate behavior, the Administrator will take appropriate action which may include:

Level 1 – Child will make a phone call to parent at work explaining the behavior. Adult supervisor will follow up with further explanation.

Level 2 – Conference by phone or in person with parent. The Administrator may assign:

- a. Suspension from going on next off-campus field trip, or
- b. Suspension from Summer Camp for one day.

Level 3 – Student will be expelled from further enrollment in O.L.Q.P. Summer Camp program.

Per the School Administrator, expulsion automatically results in forfeiture of any and all deposits. Also, refunds will not be given for unused days and/or week(s) which may have

been scheduled and prepaid in advance.

Please note, immediate expulsion may result from more serious, first-time offenses such as, but not limited to:

- Intentionally causing physical injury to another person
- Theft or damage to property of \$100 or more

Our program promotes an environment where students should feel safe and comfortable while having fun. If another child has a consistent negative affect on the well-being of other children, it is our obligation to intervene and possibly remove that child from the program.

If a Pre-K student (3-4yrs.) does not demonstrate that they are potty-trained, the parent will be called to come and take care of their child. On the third such incident, the child may be removed from the Summer Camp program, at the discretion of the Summer Camp Administrator.

Proper conduct and courtesy for all children who participate in our program is an expectation for all programs at OLQP.

I have read, understand, and have discussed this policy with my child. We do accept the expectations required for enrollment and participation in the O.L.Q.P. Summer Camp program.

Child's name _____

Parent's Name (please print): _____

Parent's Signature: _____ **Date:** _____

Student Signature: _____ **Date:** _____