Elkhorn Kids Campus
ELKHORN PUBLIC SCHOOLS FOUNDATION

WELCOME TO SUMMER!!!

Welcome to our 2018 Summer program! The staff and I are looking forward to a fun filled summer with your children. Please take a minute to read through the information below for your child's location and other important information that may need to be returned before the start of summer!

Locations:

May 29th – July 13th
Manchester Elementary School
2750 N HWS Cleveland St
Phone number 402-612-5154

July 16th - August 9th
Sagewood Elementary
4910 N 177th St
Phone number 402-740-2086

Manchester

Proceed to the east side of the school and use the cafeteria doors to enter and exit the building. Signing in and out takes place in the cafeteria. Please accompany your child to the cafeteria.

Sagewood

Proceed to the north side of the school building and use the cafeteria doors to enter and exit the building. Signing in and out takes place in the cafeteria. Please accompany your child to the cafeteria.

Hours of Operation: Monday to Friday 6:30am to 6:00pm

Closings: EKC will be closed May 28th, July 4th, August 6th, 10th and 13th

Late pick up fee – If a child is not picked up on time a fee of $1.00 per child will be assessed for every 1-minute increment that pick-up is delayed; after 5 minutes the fee increases to $2 per minute. This fee will be assessed through Tuition Express.

Breakfast/Lunch/Snack:

- **Breakfast:** Will be served from 7:00 a.m. until 8:30 a.m.
- **Cold Lunch:** If you did not sign your child (ren) up for a hot lunch, please don't forget a sack lunch and drink! **Please do not bring anything that needs to be microwaved as we will be unable to prepare that item.**
- **Hot Lunch:** If you signed your child (ren) up for hot lunch, your child (ren) is set for the summer including field trip days.

****If you are unsure if you signed them up please check with the front desk as they will have a list of names the first day of care****

- **Snack: If your child has dietary needs we will do our best to accommodate, but feel free to bring in a box of items from home for them to get into if they can't eat what is provided.**

Field Trip days:
The field trip for the week will be posted the Monday prior to the field trip on the parent information board. **All children must wear the EKC T-Shirt that has been provided by EKC and it would be helpful if they also wear socks and tennis shoes!!!!**

Summer School:
If your child(ren) will be attending summer school, a bus will pick them up at Manchester, deliver them to summer school at Arbor View and bring them back to Manchester. On field trip days, your child may attend the field trip or attend summer school. If you choose for them to attend summer school, they will be brought back to us for lunch and board games. Prior to each field trip, you will be asked to sign a list indicating whether your child(ren) will attend summer school or the field trip.

Sick child policy:
If your child becomes ill while attending Elkhorn Kids Campus, you will be notified immediately. Your child may not remain at Elkhorn Kids Campus and will be isolated from the group if any of the following symptoms are present:

- ◊ Temperature of 100.4 Fahrenheit degrees or above (must be fever free for 24 hours without meds before returning to Kids Campus)
- ◊ Diarrhea or vomiting (symptoms must be gone for 24 hours without meds before returning to Kids Campus)
- ◊ Unexplained skin rash or irritation (requires doctor's release for readmission)
- ◊ Evidence of contagious disease (requires doctor's release for readmission)

A sick child **must** be picked-up from the program within one hour of being notified by an Elkhorn Kids Campus employee.

Personal Items:
Parents are **STRONGLY** encouraged to refrain from sending any items of monetary or sentimental value to Kids Campus; the safety of these items cannot be guaranteed. Please refer to page 12 in your family handbook. * any items left at the end of summer will be donated.

Electronics/Outside Toys:
Will not be allowed during EKC hours. We have so many activities planned, so there is no need to bring them! Thank you for your help and cooperation!!

Movie Time:
The movie for the week will be posted the Monday prior to the movie day on the parent information board. If you do not want your child to watch the movie, please inform a Site Director and we can have your child(ren) participate in a fun alternate activity.

Medication:
We can not accept medication without the proper paperwork and we cannot administer medication unless our forms are completed and returned to the Foundation office. If you were not provided the paperwork with the registration packet you may go online to www.elkhornfoundation.org or request paperwork by emailing awhorlow@epsne.org. Once completed you may fax the paperwork to (402)289-3716, email it to awhorlow@epsne.org or drop it off at the office. **Please do not bring it to site as they will not be able to accept it!**

If you have any questions, please email me Amy Whorlow at awhorlow@epsne.org.