



# SUMMER CAMP 2020 POLICIES

## MEMBERSHIP

Completion of this Membership Packet is required in order to participate in Summer Camp at Bright Stars Academy. If your child(ren) is not currently a member of Bright Stars Academy, you must pay the membership fee before registering for Summer Camp. The cost of a Summer-Only Membership is \$15 per child. You may also choose to purchase an Annual Membership for \$40 per child or \$65 per family. An Annual Membership is valid for one year from the date of purchase and includes summer membership. Enrollment is done on a first come, first serve basis.

## SCHEDULES

Please refer to the 2020 Summer Camp Information Sheet for our weekly schedules. Schedules are subject to change at any time. Please make sure you provide us with your correct e-mail address for updates!

## FEES & PAYMENTS

All Summer Camp registrations must be secured by a 50% DEPOSIT due at the time of registration (*unless setting up a payment plan*). THIS DEPOSIT IS NON-REFUNDABLE. Balances must be PAID IN FULL NO LATER THAN JUNE 1ST, 2020 (*unless setting up a payment plan*). WE WILL BE HAPPY TO ACCEPT PARTIAL PAYMENTS UP TO THAT TIME. Registrations accepted after June 1st, 2020 will require PAYMENT IN FULL at the time of registration (*unless setting up a payment plan*). Prices are listed in the Camp Info Sheet as well as on the registration forms. Payments for camp are accepted in person by cash, personal checks, automated payments or credit card. You can also make payments online at [www.brightstargym.com](http://www.brightstargym.com), by phone at 609.926.2682 or mail check payments. **All accounts must be secured by a credit/debit card.** No credit/debit cards will be charged unless you have not paid your camp fees or any other fee by its due date. Payments not received by June 1st, 2020 will be considered late (*unless setting up a payment plan*). Your camp fee will be charged to the credit/debit card you provided on the Automated Payment Form. Payments left unresolved will be turned over to a private collection agency and the customer will be held responsible for all additional costs. There is a no return policy on any camp fee or membership fee that is paid to Bright Stars Academy. All billing is done via e-mail. No invoices will be mailed. However, you may ask for a copy of your invoice at the front desk if you do not have e-mail.

## SCHEDULING CHANGES TO CAMP REGISTRATION

Flex Days allow you to choose half-day or full-day options for each week of our camp during registration. Many of our families take advantage of this option. As a result, we strive to accommodate them by making sure we are well staffed at all times while their children are in our care. For this reason, we do charge a **\$10 administrative fee for any changes you make to your camp registration after it is submitted.** This fee covers the addition or subtraction of scheduled staff as well as account corrections that may need to be made because of the changes.

## LATE PAYMENTS

ALL current and new members MUST FILL OUT an Automated Payment Form. **We require a credit/debit card to secure all accounts.** No credit/debit cards will be charged unless you have not paid your camp fee by its due date. If payments are not in by JUNE 1st, 2020 your account will automatically be charged for the balance (*unless setting up a payment plan*).

## NO REFUNDS

Bright Stars does not offer any refunds unless there is a serious circumstance which has been approved by the owner. In that circumstance, money refunded will be put on your child's Bright Star's account which can be used at a later date and time.

## ABSENCES

Please notify Bright Stars as soon as possible if your child will be missing camp. There are no refunds for missed days from camp.

## **SOCIAL MEDIA PHOTOS**

At Bright Stars, we like to showcase all of the progress our students achieve as well as all of the fun and excitement that our programs have to offer. At times, we may take your child's picture to be featured on our Social Media Page. Pictures are taken with a Bright Stars owned iPad or iPod, not personal equipment.

## **SAFETY**

### **DROP OFF AND PICK UP**

Campers should be dropped off and picked up **on time**. Campers should be escorted into Suite 3 (Swim Lobby) and you should remain with them until a camp counselor arrives. Campers are to remain in the building until you come inside to get them. Please call the gym in case of an emergency and let a camp counselor know that you are unable to pick up your child on time. Camp pick-up is in Suite 4 (Gym Lobby). Campers not picked up on time will be charged for after care.

### **INJURIES**

Our staff is safety certified and up-to-date on safety techniques. Our number one goal is to create the best facility possible within a safe environment. However, injuries can happen anytime we involve motion, speed and height. If your child becomes injured, please report it to a member of our staff immediately. **Tuition will not be adjusted due to an injury unless there are extreme circumstances that have been reported to the owner.**

### **EMERGENCY PROCEDURE**

Most injuries that will occur in the gym will simply require ice. If this is the case, the child will ice the injured area for 15 minutes. The child may be able to continue activities at that time, or may be asked to limit or refrain from further physical activity. The parents will be notified of the injury at the end of the day. If the injury requires emergency care, the parents will be called immediately. The paramedics may be called depending on the severity of the injury. Counselors will process an injury report, and follow up with the parents regarding the injury. Children are always supervised by USAG Safety, CPR and First Aid certified counselors.

## **OTHER INFORMATION**

Please see our website [www.brightstargym.com](http://www.brightstargym.com) for more information.

## **COMMUNICATION**

Communication at the gym can be a challenge. We offer three ways to communicate. These are e-mail, direct communication, and office memo.

- Our primary source of communication will be via e-mail.
- Any direct response (either by personal contact or phone) will be done during regular business hours.

E-mail: [brightstargym@gmail.com](mailto:brightstargym@gmail.com)

Phone: (609) 962 - 2682

Please have patience! Every effort will be made to contact you in a timely fashion. Please allow up to 72 hours for us to respond before contacting us again with the same issue.

## **PARENT REGISTRATION AND CONTRACT**

After taking the time to read these policies, please complete the next page (2 sides) and sign. This will let Bright Stars Academy know that you understand the rules and expectations that are required to be a member.

ALL parents must fill out the auto-pay form that follows this handbook/contract.

Both the signed membership/contract and auto-pay form must be filled out and returned to the front desk before your child starts their first day of camp at Bright Stars Academy.



## **SUMMER CAMP 2020 MEMBERSHIP CONTRACT**

Child #1: \_\_\_\_\_ DOB (MM/DD/YYYY): \_\_\_\_\_

Child #2: \_\_\_\_\_ DOB (MM/DD/YYYY): \_\_\_\_\_

Child #3: \_\_\_\_\_ DOB (MM/DD/YYYY): \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Mother: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Cell #: \_\_\_\_\_

Father: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Cell #: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

Family Physician: \_\_\_\_\_ Phone #: \_\_\_\_\_

Medical conditions or allergies?: \_\_\_\_\_  
\_\_\_\_\_

### **Please read carefully and initial below:**

**CAMP FEES:** \_\_\_\_\_ (INITIAL) I understand a 50% deposit\* is required to secure my child's spot in camp. Camp balances need to be PAID IN FULL NO LATER THAN JUNE 1<sup>st</sup>, 2020\*. Registrations made after June 1<sup>st</sup> 2020 must be PAID IN FULL\* at the time of registration. Payments can be by cash, check, or charge. \*These policies pertain unless setting up the 4 payment payment plan for your account.

**AUTOMATED FORM:** \_\_\_\_\_ (INITIAL) All parents must fill out an automated payment form. I understand that if the balance of my camp fees are not PAID IN FULL ON OR BEFORE JUNE 1, 2020\* my credit card will be charged and that amount will not be refundable. Registrations accepted after June 1<sup>st</sup>, 2020\* will require PAYMENT IN FULL. No other fees will be taken out of my account without my consent. \*These policies pertain unless setting up the 4 payment payment plan for your account.

**CHANGES:** \_\_\_\_\_ (INITIAL) I understand that ALL scheduling changes will be subject to a \$10 administrative fee after submitting my registration.

**REFUNDS:** \_\_\_\_\_ (INITIAL) I understand that no refunds will be given for missed days of camp. Exceptions will not be considered. No refunds will be given.

**SOCIAL MEDIA PHOTO RELEASE:** \_\_\_\_\_ (INITIAL) I AGREE that Bright Stars may take my child's picture to be featured on their Social Media Page. I understand that pictures are taken with a Bright Stars owned iPad or iPod, not personal equipment.

**DROP OFF AND PICK UP:** \_\_\_\_\_ (INITIAL) Campers should be dropped off and picked up on time. Campers are to remain in the building until you come inside to get them. Please call the gym in case of an emergency and let a camp counselor know that you are unable to pick them up. Campers not picked up on time will be charged for after care. Drop-off is in Suite 3 (Swim Lobby) and Pick-up is in Suite 4 (Gym Lobby).

**COMMUNICATION:** \_\_\_\_\_ (INITIAL) Parents are to update and keep current all communication, information, e-mail, addresses, and phone numbers. Parents are to follow the communication protocol for call concerns or problems regarding your child.

**PARTICIPANT AGREEMENT, RELEASE, & ACKNOWLEDGMENT OF RISK**

I understand and acknowledge that the activity I am about to engage in possesses known risks and unanticipated risks which could result in injury, paralysis, death, emotional distress or damage to myself, to property, or to third parties. The following describes some, but not all, of those risks. Physical Activities entail certain risks, which simply cannot be eliminated without jeopardizing the essential qualities and aims of the activity. Without a certain degree of risk our students would not improve their skills, and the enjoyment of such activities would be diminished. Physical activity exposes its participants to the usual risk of bruising and cuts. Other more serious risks also exist. Participants will sometimes fall on the equipment and suffer sprains, fractures, and cuts. They also can suffer more serious injuries; any activity involving water, height or motion can cause permanent injury, paralysis, or even death. Traveling to and from shows, exhibitions, and competitions raises the possibilities of any manners of transportation accidents. All medical assistance shall be at my own expense.

I expressly agree and promise to accept and assume all of the risks existing in the activity as outlined in section 1. My participation in this activity is purely voluntary, no person(s) are forcing me to participate and I elect of my own volition to participate with full knowledge of the inherent risks involved.

I hereby voluntarily release, forever discharge and agree to hold harmless and indemnify **Bright Stars Academy** from any and all liability, claims, demands, actions or rights of action, which are related to, arise out of, or are in any way connected with my participation in the activity including those allegedly attributable to the negligent acts or omissions of **Bright Stars Academy** or their staff.

Should **Bright Stars Academy**, or anyone acting on their behalf, be required for any reason to incur attorney's fees and costs to enforce this agreement, I agree to indemnify and reimburse **Bright Stars Academy** for such fees and costs.

I certify that I have health, accident, and liability insurance to cover any bodily injury or property damage I may cause or suffer while participating in said activities, or else I agree to indemnify and reimburse **Bright Stars Academy** for such fees and costs incurred.

By signing this document I acknowledge that if anyone is hurt or property is damaged during my participation in this activity, I may be found, by a court of law, to have waived my right to maintain a lawsuit against **Bright Stars Academy** on the basis of any claim which I have released them herein. I have had sufficient opportunity to read and fully understand this entire document and I agree to be legally bound by its terms.

Parent Name (please print): \_\_\_\_\_ Today's Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_



## CREDIT/DEBIT CARD INFORMATION

Student(s) Name: \_\_\_\_\_  
(First) (Last)

### **BILLING INFORMATION:**

Card Holder Name: \_\_\_\_\_

Billing Address:

\_\_\_\_\_  
\_\_\_\_\_

Billing Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**CREDIT/DEBIT CARD INFO FORM:** \_\_\_\_\_ (INITIAL) I authorize Bright Stars Gymnastics Academy to charge any **outstanding charges and fees** as discussed in this handbook to the credit card listed below. I understand that no additional charges, other than those outlined in the handbook, will be applied without my consent. I further understand that these transactions will be secure and the financial information held in the strictest confidence.

Card type (**NO AMEX**):    Visa    MC    Discover

Card Number #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ / \_\_\_\_\_      Billing Zip Code: \_\_\_\_\_

\_\_\_\_\_  
Card Holder (Print Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Card Holder (Legal Signature)

Employee Initials: \_\_\_\_\_

Date: \_\_\_\_\_