**Welcome to Camp Quest**

**Registration Information**

A. Registration begins **November 18, 2019** and will continue until each week of camp is filled. Spaces are on a first come first serve basis. Full payment of the first week your child is attending camp is due at registration including the registration fee.

B. All spaces including field trip days are on a first come, first serve basis.

C. Campers must be entering Kindergarten in the **Fall of 2019**.

D. You are only considered registered for a week of camp once we receive the full payment for that specific week.

E. Payments may be made by Visa, MasterCard, check or money order, payable to: **City of Los Angeles**.

F. A **one time non refundable non transferable registration fee of $25.00 per camper is required** unless your child attended Summer Day Camp 2019.

G. All scheduled field trips and activities are subject to change or cancellation without prior notice.

H. There are no alternate activities for campers on Trip Days. (All trips subject to change without prior notice) Times may vary on trip days, please check each week for trip times! **Space is limited on Field Trip Days and are not guaranteed.**

I. Campers who require a one-on-one aide must provide their own assistants and pay for field trip fees if child is attending the trip. All assistants **MUST** be fingerprinted and cleared through our department prior to working. The fingerprinting process may take up to 2 months to clear. Please see the office for details.

**Refunds and Cancellations**

Due to prior scheduling of staff, busses, trip reservations, pre-purchase of tickets, and the inability to replace your child’s space on the days they are absent, **NO REFUNDS, MAKE-UPS, OR TRANSFERS of money, including those related to illness or medical reasons will be given for any day including trip days.** Refunds will be processed **ONLY** if you meet the pre-requisites listed below.

- Refunds may be issued for long-term illnesses only (5 consecutive camp days or more), provided that we receive a signed note from a licensed physician within 3 days of illness. **A 15% processing fee will apply.** Refunds take 8-12 weeks to be processed.
At Camp Quest, the children will enjoy a wide variety of age appropriate activities which include but are not limited to; dress-up days, singing songs, arts & crafts, sports, games, cooking, drama, science, weekly special events, field trips, & more!

**Children MUST wear closed toe tennis shoes & bring lunch daily.**

### Weekly Activity Schedules & Field Trips

Scheduled Field Trips and Activities are subject to change or cancellation without prior notice.  

*Closed Dec. 25 & Jan. 1st*

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Trip Date</th>
<th>Weekly Field Trip</th>
<th>Weekly Theme</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>December 23- December 27</td>
<td>N/A</td>
<td>No Trip</td>
<td>Winter Wonderland</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Closed December 25, 2019</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>December 30- January 3</td>
<td>N/A</td>
<td>No Trip</td>
<td>Happy New Year!</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Closed January 1, 2020</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>January 6– January 10</td>
<td>January 8</td>
<td>Scooters Jungle</td>
<td>Let it Snow</td>
</tr>
</tbody>
</table>

### Parent Handbook Information

Each family registering for camp will receive a parent handbook. All rules, policies, and procedures are listed in the handbook. If you do not receive a Parent Handbook, please ask for one. It is important for you and your child to review the entire handbook before the first day of camp.
**Camp Quest**

**Registration Application/Worksheet**

**Weekly Rates & Fees**

- **$25.00** Registration Fee per child (includes 1 camp shirt)
- **$125.00** 5 days per week (includes field trip)
- **$100.00** 4 non-trip days per week
- **$10.00** Camp T-Shirt (must wear on field trip)
- **$1.00** Late Pick-up Fee (per minute, per child after 6pm)

**Initial Payment Record**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Receipt</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>$25.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>$125.00</td>
<td>X____ Weeks Paid in Full</td>
<td>$</td>
</tr>
<tr>
<td>$100.00</td>
<td>X____ Weeks Paid in Full</td>
<td>$</td>
</tr>
<tr>
<td>$10.00</td>
<td>X____ T-Shirt(s)</td>
<td>$</td>
</tr>
<tr>
<td>Total Received</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

**Parent Handbook Form Received?** ___  **Staff Initial ___**

**Spaces are not guaranteed**

**If payment is not made by said due date, your child’s space may be filled.**

**A $1.00 per child, per minute late fee will apply to any child picked up after 6:00pm.**

**All registration fees are Non-Refundable.**

**All refunds will be accessed a 15% administration fee in addition to the non-refundable deposits and registration fees.**

**Lunch is not provided for Winter Camp. Campers must bring their own lunch everyday.**

**Phone:** (323)373-9483
CAMP QUEST

Registration Form 2019

Child’s Gender: (please circle) Male / Female  Current Grade: __________________ School: __________________

Child’s Name: ___________________________  First  Last  Age: _______  Birth date: _______ / _______ / _______

Address: _______________________________  City __________________  State ________  Zip Code ________

Parent I (Guardian’s) Name: ___________________________  E-mail Address: ___________________________

Home Phone: (________)_________________  Cell Phone: (________)_________________  Work Phone: (________)_________________

Parent II (Guardian’s) Name: ___________________________  E-mail Address: ___________________________

Home Phone: (________)_________________  Cell Phone: (________)_________________  Work Phone: (________)_________________

I authorize ONLY these additional persons to pick up my child (include car pools) and to be contacted in case of an emergency:

Please Note: If you do not wish a biological parent to pick your child up, written documentation by the court is required.

Name_________________________  Relation_________________________  Phone: (________)_________________

Name_________________________  Relation_________________________  Phone: (________)_________________

Name_________________________  Relation_________________________  Phone: (________)_________________

Name_________________________  Relation_________________________  Phone: (________)_________________

MEDICAL INFORMATION:

Insurance Provider______________________________Policy #________________________

Physician_________________________Phone(________)_________________  Dentist_________________________Phone(________)_________________

Is child on medication? Yes____  No____

If so, what Kind: __________________________  Amount: __________________________  Frequency: __________________________

List any allergies, medical conditions, or behaviors that we should be aware of incase of an emergency __________________________

_________________________________________  ________________________________________

Reason for limitations of physical activities, if any _________________________________________________

PLEASE READ THOROUGHLY AND SIGN IN THE PERTINENT PLACES. CAMPERS WILL NOT BE PERMITTED TO PARTICIPATE IN ANY CAMP QUEST PROGRAMS UNLESS THIS FORM IS FILLED OUT CORRECTLY AND SIGNED.

AUTHORIZATION TO PARTICIPATE

My child, print name_________________________ , a minor has my authorization to participate in Camp Quest WINTER CAMP Program and all activities therein (including chartered bus trips). I further agree to relieve the City of Los Angeles, Department of Recreation and Parks, its officers, agents and employees from any liability for injury to my child resulting from and/or in connection with activities in this program. I, the undersigned, as parent/guardian of the above mentioned minor do hereby authorize the City of Los Angeles to act as agent for the undersigned; to consent for any X-Ray examination, anesthetical, medical or surgical diagnosis, treatment/ hospital care which is deemed advisable by, and is to be rendered under the general or special supervision of any physician and/or surgeon licensed under the provisions of the Medicine Practice Act and on the medical staff of a licensed hospital; whether such diagnosis or treatment is rendered at the office of said physician or at said hospital. This authorization is given in advance of any specific diagnosis/treatment, etc., and is given to provide authority to aforesaid agents to give specific consent. This authorization is given pursuant to the provisions of Section 25.8 of the Civil Code of California.

GENERAL POLICIES

1) Neither the Department of Recreation and Parks nor the Camp carries insurance.  2) Refunds may be issued for long-term illnesses only (5 consecutive camp days or more), provided that we receive a signed note from a licensed physician within 3 day after illness. A 15% processing fee will apply to all refunds in addition to all other non-refundable fees. Allow 8 to 12 weeks for processing of refunds.  3) All camp deposits are absolutely nonrefundable, NO EXCEPTIONS.  4) Tuition, must be paid in full (for all camps), no later than said due date, or you may lose your space in the program and your deposit.  5) Staff reserves the right to require proof of age at any time. Campers must meet age requirements by the start of camp.  6) Only the parents and authorized individuals listed on the child’s application will be allowed to sign-out the child. When picking up the child ALL authorized individuals will be required to present a picture I.D. at anytime a staff member requests it, NO EXCEPTIONS. Written permission must be provided by the parent/guardian if you wish your child to be released to anyone other than those authorized on the registration form.  7) For safety purposes, tennis shoes must be worn daily, NO EXCEPTIONS. Campers are responsible for providing and applying their own sun block as necessary. Staff WILL NOT be held responsible for providing, applying, or having to remind campers to apply sun block.  8) Although parents are welcome to drop in and observe the camp program, for the safety and happiness of the children and staff, parents are not permitted to linger in or around the program for extended periods of time.  9) Parents are not permitted to accompany the children on any camp field trips.  10) Staff reserves the right to change or alter programming at any time without notice.  11) All cell phones, personal toys, games and other items are NOT permitted at camp. The staff and the City of Los Angeles, Department of Recreation and Parks are not responsible for any broken, lost or stolen items/articles.  12) Camp Hours are from 7:30am to 6:00pm. Camp ends at 6:00 pm. If your child is not picked up by 6:00 pm a $1.00 per child late fee will be assessed for every 1 (one) minute late, over and above all other fees.  13) All activities, other than scheduled field trips will occur at SOUTH SEAS HOUSE.  14) The City of Los Angeles, Department of Recreation & Parks, its agents and assigned representatives, has permission to use the image (digital, film, internet, print and/or social media) of your child, a minor, for the promotion of Department Programs and/or Events via any City of Los Angeles media platforms (audio, film, internet, print and/or social media).  15) On Field Trip Days, children will be transported by either CHARTER BUS, CITY VECHILE, or WALKING.  16) Child may be suspended or terminated from our program at any time if they do not abide by the rules and/or policies of our program.  17) Child will be terminated from our program if there are excessive (5 or more) times that they are picked up after 6pm.

I have read and understand the AUTHORIZATION TO PARTICIPATE and GENERAL POLICIES. I hereby agree to abide by all the above-mentioned policies and practices and further understand that transgression of any policy is cause for immediate expulsion from the program without refund.

Parent/Guardian (Signature) ___________________________  Parent/Guardian (Print Name) ___________________________  Date: __________________________