



WISC Sport Camp Policies

I. Payment & Program Policy:

\$50.00 deposit required per camp enrollment to reserve your spot in the camp. Payment is due on Monday of each camp week. If payment is not received by Tuesday there will be a \$10.00 late fee added.

Program Policy: All deposits, registration fees, and program fees are non-refundable and non-transferable. No credits will be given unless unusual circumstances/emergencies occur. To be considered for a credit, all requests must be made in writing with the required documentation attached. All requests will be handled on an individual basis and are subject to approval by WISC Management. If you or your child are removed from a WISC program/event due to safety/disciplinary reasons, there will be no credit or refund issued.

II. Medication Policy:

An *Authorization to Give Medicine* form is required for all prescription and non-prescription medicines. Medication shall be in the original container with the prescription label or direction label attached. Medication shall be labeled with the child's name, the name of the medication, the dosage amount, and the time or times to be given. If medication requires refrigeration the medication must be labeled appropriately. If the medication is to continue for 10 or more days, a letter from a physician is required.

III. Injury/Emergency Policy:

WISC will take every precaution to prevent accidents, but in case an accident or injury occurs all situations will be documented using the *Injury Report Form* and a copy will be provided to the parent/guardian. The WISC shall notify the parent immediately if a child is lost, has a serious injury, needs emergency care, or dies. The center shall notify the parent by the end of the day of any known significant injuries.

IV. Disciplinary Policy:

The priority of WISC Summer Camps is to provide a safe and enjoyable environment for every child. In order to keep WISC Summer Camps safer for everyone WISC coaches, teachers, counselors, and administrators need to focus their attention on the children and their safety. For this reason, WISC has established a disciplinary policy. The WISC Disciplinary policy will consist of a three strike system. The first strike will result in a visit to the WISC Administrative Office. The second strike will result in a one-day suspension from WISC Summer Camp. The third strike will result in expulsion from WISC Summer Camp.

Please Note: If your child is expelled from camp for disciplinary reasons the full tuition payment is required the day of expulsion. No exceptions!

Actions that warrant disciplinary action include the following:

1. Aggressive and/or physical contact with another child, coach, teacher, counselor, or administrator.
2. Verbal assault with another child, coach, teacher, counselor or administrator.
3. Vandalism to WISC property or anything that belongs to WISC.
4. Persistent disruption of any WISC activity or group to which they are assigned.
5. Any action causing a coach, teacher or counselor to focus their attention outside of where it needs to be: the children and the task at hand.
6. Disrespect towards any other child, coach, teacher, counselor or administrator.
7. Failure to follow the rules.
8. Failure to listen to the coach, teacher, counselor or administrator

WISC asks that you take the time to go over this Disciplinary Policy with your child(ren). WISC wants every child to have a positive, enjoyable experience this summer. This cannot be possible without establishing a safe and protected environment.



Blanket Permission Slip

Photography:

Occasionally, the opportunity will arise that photos may be taken of your child here at WISC. These photos would be used for local advertising as well as in WISC Publications.

I **DO GIVE** permission for photos of my child to be taken and used for the above stated purposes.

(Parent/Guardian's Signature) (Date)

Photography Opt-Out:

I **DO NOT** give permission for photos of my child to be taken and used for the above stated purposes.

(Parent/Guardian's Signature) (Date)

Medical:

In the event of an emergency, I give permission for WISC Staff/Volunteers to seek appropriate medical attention.

(Parent/Guardian's Signature) (Date)

Allergies or Intolerance to Food, Medication or other Special Needs _____

Child's Physican _____ Phone Number _____

Names & Addresses of Two People to Contact if Parents CANNOT be Reached

Name _____ Phone # _____ Relationship _____

Name _____ Phone # _____ Relationship _____

Person (s) Authorized to Pick Up Child _____

Person(s) **NOT** Authorized to Pick Up Child* _____

The parent/guardian agrees to rules and regulations as described in all the camp policy guidelines.

Signatures

Parent or Guardian _____
Date

WISC Staff _____
Date



WISC Sport Camp Registration

Please fill in application completely and legibly

If you are a Facility Member or active 2009 Ala Carte Member only fill out Sections B and C otherwise complete sections A, B, and C and along with the WISC waiver. Waiver can be downloaded at www.thewisc.com.

A. Parent/Guardian / Information Section

Person (s) or Agency that has legal Custody of Child _____

Enrolling Parent/Guardian _____

Address _____ City _____ State _____ Zip _____

E-mail Address _____

Relationship to Child _____ Place employed _____

Business Phone _____ Home Phone _____ Cell Phone _____

Other Parent/Guardian _____

Address _____ City _____ State _____ Zip _____

E-mail Address _____

Relationship to Child _____ Place employed _____

Home Phone _____ Cell Phone _____ Business Phone _____

B. Camp Enrollment Section

Each camp requires at least a \$50 deposit per camp enrollment. If not paying in full, camp fees are due each Monday of camp.

Child's Name	DOB	M/F	Sport Camp	Camp Week Dates/Time	Half / Full Day	Fee enclosed	Remaining Balance due for camp week

How did you hear about WISC? (Circle All That Apply)

- Child's School
 Coffee News
 Daily Press
 Email
 Family Member
 Flyer
 Friend
 Gazette
 Other Client
 Previous Member
 Radio
 Toano Norge Times
 Website
 WISC Staff Member

C. Payment Section: Type: VISA Mastercard Check Cash Check# _____

If you are mailing in your registration information and you are paying by Credit Card, please complete the following:

Account # _____ Exp. Date: _____

Signature _____ 3 Digit Code: _____

Payment arrangements can be set up so that WISC automatically pays the balance of your camp week on Mondays through credit card authorization. Please call for details or visit our website at www.thewisc.com to download this form.

Please drop by or mail payment and required documentation to: WISC, 5700 Warhill Trail, Williamsburg, VA 23188

Office Use Only: Payment Date _____ Payment Type/Info _____ Staff Initials _____



Items Needed For WISC Weekly Sports Campers each day of camp

Half Day Campers: 1 snack or WISC Grille will be open.

Full Day Campers: 2 snacks and lunch or WISC Grille will be open.

Soccer:

Soccer ball, shin guards, water bottle, towel, sunscreen

Basketball:

water bottle, towel, basketball

Field Hockey:

mouth guard, hockey stick, shin guards, goalie equipment, water bottle, towel, sunscreen

Gymnastics:

Shorts or leotard, T-shirt, water bottle, towel. Long hair must be tied back and there is no gum or jewelry allowed.

To ensure your child is properly enrolled, please use the appropriate checklist as a guideline.

Camp Enrollment Checklist:

Facility Members or Active 2009 A La Carte Members:

_____ Complete section B and C on registration form

_____ Sign and date blanket permission slip

_____ Camp deposit(s) for each camp enrollment

Non-active A La Carte Members:

_____ Complete section A, B and C on registration form

_____ Sign and date blanket permission slip

_____ Camp deposit(s) for each camp enrollment

_____ Sign and date WISC Waiver

**Don't forget if you want to join the automatic payment program visit www.thewisc.com to download the form.

