



City of Plantation Summer Camp 2021 Registration Checklist & Information

All of the information below is subject to change based on CDC and Broward County Guidelines

PROGRAM DATES

June 14th- August 17th

PROGRAM IS ONLY AVAILABLE IN ONE NINE-WEEK SESSION AND TWO DAY SESSION.
Camp Hours - 7:30 a.m. - 6:00 p.m.

REGISTRATION

Begins Sunday, April 4th, 2021

Space is limited

- Walk-in registrations will not be accepted at this time
- Applications will not be accepted before April 4th
- Selection will be done via lottery; **applications must be received by Sunday, May 2nd**
- Incomplete applications will NOT be entered into the lottery
- Please DO NOT include payment or original documents
- Registration forms can be submitted via mail to
Plantation Central Park
Attn: Summer Camp Director
9151 NW 2nd St.
Plantation, FL, 33324
- Registration forms can also be submitted by e-mailing: camps@plantation.org
Please write the camper's name(s) in the subject line
- You will receive an automatic reply confirming your registration has been received
If you DO NOT receive a reply, your registration form was not received
- **The City is not responsible for lost or undelivered mail**



City of Plantation Summer Camp 2021 Registration Checklist & Information

Application Checklist

Mail completed applications to:
 Plantation Central Park
Attn: Camp Director
 9151 NW 2nd St.
 Plantation, FL, 33324

Email applications to:
camps@plantation.org
Please write the camper's name(s) in the Subject line of the email.

- ✓ **Completed registration form (with 2 email addresses-if possible)**
- ✓ **Copy of birth certificate (we are unable to accept passports or birth cards)**
- ✓ **Proof of residency**
- ✓ **Medical Waiver & Consent Form (If Applicable)**

In order to receive the resident rate, proof of Plantation residency is required at the time of registration. Only the following will be accepted:

Category A	Driver's License or State ID AND <u>one</u> of the following: <ul style="list-style-type: none"> ✓ Mortgage statement or ✓ Utility Bill: City of Plantation Water, FPL or Cable/Internet
Category B	If you do not have any of the above AND/OR your Driver's License or State ID does not have your current Plantation address you must provide the following: Driver's License or State ID AND <u>two</u> of the following: <ul style="list-style-type: none"> ✓ Printout from the Broward County Property Appraiser ✓ Voter's registration card ✓ Car registration ✓ Tax return
Category C	If you do not have any of the above AND/OR your Driver's License or State ID does not have your current Plantation address you must provide the following: Driver's License or State ID AND <u>three</u> of the following: <ul style="list-style-type: none"> ✓ Current lease ✓ Bank statement ✓ Credit card statement ✓ Cell phone bill ✓ Insurance policy ✓ Toll Invoice



City of Plantation Summer Camp 2021 Registration Checklist & Information

CANCELLATION/REFUND POLICY

- ALL cancellation/refund requests **MUST BE IN WRITING**. Verbal requests will not be honored. The date the request is received will be the date used to calculate the refund. You will be contacted when the request is received. You may submit your request by:
 - Email: mfertil@plantation.org
 - Mail: 9151 NW 2nd St. Plantation, FL 33324 Attn: Summer Camp Director
- The cancellation/refund fee applies to ALL applicants, including those who request a split payment. The registration fee is non-refundable.
- Cancellation/refund:
 - If you request a cancellation/refund on or before June 6th, a \$100.00 cancellation fee will be charged per child.
 - If you request a cancellation /refund from June 7th- June 13th, a \$150.00 cancellation fee will be charged per child.
 - Any cancellation /refund requests made on or after June 14th will be prorated by the WEEK less Registration Fee and \$150.00 cancellation fee. The week the request is made will not be included in the refund.
No refunds will be given if your child (ren) is removed from camp for disciplinary reasons or if parents/guardians demonstrate inappropriate behavior or fail to cooperate with staff.

PLEASE FOLLOW THESE DIRECTIONS

LEGAL GUARDIANSHIP: If you are not the natural parent, proof of legal guardianship from the courts must be presented with registration information. Step/Grandparents must have a notarized letter from the parent(s) allowing them to register the child (ren) with a copy of the parent's driver's license. If parent or legal guardian does not reside in Plantation, a non-resident fee will apply.

RESIDENCY: Please provide a copy of your child's birth certificate (**birth cards and passports will not be accepted**), along with your registration forms. Registration will not be processed without a birth certificate.
Proof of Residency: City of Plantation residents will receive the resident rate. Please provide a copy of your most recent City of Plantation water bill, FPL electric bill, or cable/internet bill **AND** a driver's license. If your **CURRENT ADDRESS DOES NOT MATCH WITH THE ADDRESS ON YOUR DRIVER'S LICENSE**, you must provide 2 or 3 other supporting documents. See the proof of residency chart above. **NO OTHER FORMS OF RESIDENCY WILL BE ACCEPTED.** No refund difference will be applied once you register as a non-resident should you bring in Plantation residency verification after completing registration.

COMPLETE, READ & SIGN: Complete both sides of the attached registration form, making sure all information is current and correct. Read, complete, and sign the waiver statements located at the bottom of the registration form.

Please complete the Epi-Pen/Nebulizer Waiver form and submit along with your application if applicable to your child (ren).



City of Plantation Summer Camp 2021 Registration Checklist & Information

PAYMENT:

Checks and money orders should be made payable to the **City of Plantation**. Visa, MasterCard, American Express are also accepted. Instructions on how to pay online will be emailed once your child has been enrolled.

Fees must be paid within 5 days of being notified that your child has been placed in camp. It is the responsibility of the legal guardian to submit payment prior to the deadline. Those choosing to do a split payment will be required to pay half at the time of registration and the **remaining half is due no later Friday, June 18th. Payments made after June 18th will incur a \$50 late fee. If payment has not been made by Friday, July 2rd the camper(s) will not be permitted to return to camp and charged the applicable fees based on the refund/cancellation policy.** Any remaining balance as a result of unpaid fees will result in being unable to register for any city programs or events.

Returned checks/credit card chargebacks: Any payment that is returned to the City of Plantation is subject to a fee based on City Ordinance #2170. You will have five (5) business days from the day of notification to complete the payment in full by cash or cashier's check **ONLY**. After the fifth (5th) day, the child will be pulled from camp and the balance will remain on the account until paid in full. Any remaining balance will result in being unable to register for any city programs or events. Failure to submit a cancellation request, will result in the full balance remaining on the account regardless if the child attended camp.

PICK UP:

Persons authorized to pick up your child (ren) must be listed on the registration form. **A driver's license must be presented each day to pick up your child (ren). NO EXCEPTIONS.** Parent/Legal Guardian and Secondary Guardian are automatically listed on authorized pick up list. If your child is going to be picked up by someone not listed on your registration form, you must contact the facility prior to pick up. Children will not be released to their custody.



City of Plantation Summer Camp 2021 Registration Checklist & Information

GENERAL DAILY SCHEDULE

Jim Ward Community Center, Plantation Community Center, & Volunteer Park

- 7:30 am- 9 am:** Sign In: All children must be signed in with a staff member upon arrival. Although drop off prior to 7:30 am is not permitted, in the event an early drop off does take place, a \$10 fee per family for every 15 minutes will be assessed.
- 9 am-4 pm:** Structured Activity: The program may consist of any or all of the following: arts & crafts, special events, games, or tournaments.
- 4 pm-6 pm:** Sign Out: All children must be signed out by a parent/guardian or authorized adult listed on the registration form. Those picking up MUST present a photo I.D. Any child remaining past 6 pm will be assessed a \$10 fee per family for every 15 minutes.
- EARLY/LATE FEES:** All fees must be paid within five (5) business days. Cash, credit cards, or money order is acceptable. If after five (5) days the fee is not paid, your child will not be able to attend camp.
- EARLY DROP OFF:** **Early drop off is available starting at 7:00 am for \$95 for the 9 week-session.** This must be pre-registered. Any early drop-offs when not registered, will be charged the early drop off fee listed above.

OTHER INFORMATION

- GROUPS:** All children will be placed in groups according to age during structured program time. Schedules of the week's activities will be available to parents/guardians at sign in.
- WEEKLY SCHEDULES:** Weekly schedules will outline the theme of the week, special guests and special events. Weekly schedules will be available the Friday before the next week of camp. Schedules can be found on the camp orientation website and will be sent via text for those who sign up for text notifications.
- FOOD:** Snack time- Children are encouraged to bring a snack, for the morning and afternoon.

Children will not be allowed snacks except at designated times.
Lunch- Children must remain on-site for lunch and should bring a non-refrigerated bag lunch, unless otherwise instructed. **NO PEANUTS OR TREE NUT PRODUCTS ARE PERMITTED.**



City of Plantation Summer Camp 2021 Registration Checklist & Information

SUMMER PROGRAM LOCATIONS

AGE REQUIREMENTS: 5-11 YEARS OLD (ENTERING KINDERGARTEN-5TH GRADE)
CHILD MUST BE 5 YEARS OLD BY SEPTEMBER 1, 2021 - NO EXCEPTIONS!

	Ages	8 Weeks	Split Payment	Savings If 8 Week Paid In Full
Resident	5-11	\$800.00	\$425/\$425	\$50.00
Non-resident	5-11	\$900.00	\$475/\$475	\$50.00

**Those choosing to do a split payment will be required to pay half within five days of notification and the remaining half by no later Friday, June 18th. Payments made after June 18th will incur a \$50 late fee. If payment has not been made by Friday, July 2nd the camper(s) will not be permitted to return to the summer program.*

Volunteer Park

954-452-2558
12050 W. Sunrise Boulevard

Plantation Community Center

954-797-2180
5555 Palm Tree Road

Jim Ward Community Center

954-585-2344
301 NW 46th Avenue

Lunch and snack provided by *Meals on Wheels of South Florida*





City of Plantation Summer Camp 2021 Registration Checklist & Information

KIDTASTIC CORNER

7:30am-2:00pm

Plantation Community Center, 5555 Palm Tree Rd.

Designed to give a fun-filled and nurturing environment that offers a variety of engaging activities. This is a great program for your child to learn social skills with their peers, develop fine motor skills, and learn new concepts that will prepare them for a structured environment.

AGE REQUIREMENTS: 3-5* YEARS OLD

***5 years old only if child has not attended kindergarten**

CHILD MUST BE 3 YEARS OLD & POTTY-TRAINED BY June 14th, 2021 - NO EXCEPTIONS!

	Location	Ages	8 Weeks	Split Payments	Savings If 8 Week Paid In Full
Resident	Community Center	3-5	\$650.00	\$350/\$350	\$50.00
Non-resident	Community Center	3-5	\$850.00	\$450/\$450	\$50.00



City of Plantation Summer Camp 2021 Registration Checklist & Information

City of Plantation Parks & Recreation Department Medical Waiver & Consent Form

This Waiver of Liability, Assumption of Risk, Indemnity and Consent Agreement is a legally binding agreement by and between I, _____ (Parent), parent and legal guardian of _____ a minor child (Child), on the one hand, and the City of Plantation, Florida, a Florida municipal Corporation (City), on the other.

Assumption of Risk: Parent recognizes and acknowledges that there is the possible risk of an allergic reaction or an injury that Child may sustain while participating in City activity programs. Parent also acknowledges that Child currently has a medical condition whereby in an emergency situation, special medical treatment may be required, including but not limited to the administration of an **EpiPen, a nebulizer, prescription medication, or non-prescription medication** (hereinafter referred to as "Treatment"). **Parent hereby notifies the City that Child is aware of his/her medical condition and that Child is able to self-administer the Treatment. Parent acknowledges and understands that City will not assist Child with the administration of the Treatment.**

Waiver: Parent hereby fully releases, waives, and discharges the City of Plantation, its affiliates; elected or appointed officers or officials; attorneys; agents; contractors; employees, in their respective official and individual capacities; volunteers; and/or other participants (collectively referred to as "the City") from any and all claims, loss, damage, disability, or injury of any kind (including death) sustained by Child arising out of, connected with, or in any way associated with the Treatment.

Indemnification and Hold Harmless: Parent hereby agrees to indemnify and hold harmless the City from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorneys' fees, brought as a result of the Child's participation in any City activity or program and agrees to reimburse the City for any expenses incurred.

Consent: In the event of an emergency, I give my full consent to the City to secure from any licensed hospital, physician, and/or medical personnel any medical assistance or medical treatment deemed necessary for my child's care, and agree that I will be responsible for payment of any and all medical services rendered, including transportation charges.

Acknowledgement of Understanding: The Parent has read this Agreement and fully understands its terms. The Parent further expressly agrees that this Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Florida and that if any portion thereof is held invalid, it is agreed that the balance shall; notwithstanding, continue in full legal force and effect. I understand that I am giving up substantial rights, including the right to sue.

I have read and voluntarily sign this Agreement, and further agree that no representations, statements or inducements apart from what is written in this Agreement have been made.

THE UNDERSIGNED PARENT / LEGAL GURADIAN HAS READ THE FOREGOING RELEASE AND FULLY UNDERSTANDS IT.

Parent's Name: _____

Parent's Signature: _____

Date: _____

Witness: _____

City Employee (Sign)

Print Name

Date

CITY OF PLANTATION SUMMER CAMP 2021- REGISTRATION FORM

Proof residency is required each time you register for an activity. Please see the camp packet for the specific documents that are accepted. Registration forms without proper proof of residency and copy of birth certificate will not be accepted. By submitting your application it does not guarantee your spot. You will be contacted at a later date confirming your selection along with the next steps. We are not responsible for application lost or undelivered mail.

Parent/Legal Guardian's Name

Relationship to Participant Mother Father Court Appointed Legal Guardian

Street Address

City State Zip Code

Cell Phone Home Phone

Work Phone Email

Parent/Legal Guardian's Name

Relationship to Participant Mother Father Court Appointed Legal Guardian

Street Address

City State Zip Code

Cell Phone Home Phone

Work Phone Email

Emergency Contact Information

Name

Relationship to child

Cell Phone

Home Phone

Work Phone

Camp Site Addresses

Jim Ward - 301 NW 46th Ave.
954-585-2344

Plantation Community Center & Kidtastic Corner - 5555 Palm Tree Rd.
954-797-2180

Volunteer Park - 12050 W. Sunrise Blvd.
954-452-2558

Please select your top three (3) locations by placing a 1, 2, or 3 in the box next to the facility. Should there be a location that you would NOT be interested in, please place an "X" in the box next to the facility. Placement is based on lottery selection and facility availability.

Jim Ward (5-11) Volunteer Park (5-11)

Plantation Community Center (5-11) Kidtastic Corner (3-5)

Participant Name	DOB	Gender	List Allergies/Medications/Behavioral Issues

Persons Authorized to Pick Up

1. 2. 3.

(Must show ID every pick up) 4. 5. 6.

REFUND POLICY: I understand I have read and agree to the refund policy stated in the 2020 Summer Camp Registration Checklist and Information form. ALL refund requests MUST BE IN WRITING. Verbal request will not be honored. The date the request is received will be the date used to calculate the refund. You will be contacted when the request is received. The cancelation/refund fee applies to ALL applicants including those who request a split payment and applicants withdrawing from Session B. Registration Fee is nonrefundable. ALL requests may be submitted to one of the following: Email: mfertill@plantation.org ATTN: Summer Camp Director. Mailed to: ATTN: Summer Camp Director 9151 NW 2nd St. Plantation, FL 33324. CONTINUED ON REVERSE SIDE

VIDEO / PHOTO CONSENT WAIVER & RELEASE: The City of Plantation often hosts activities and other events that may require taking pictures and developing photos for public media (such as internet web design, videos, newspapers, television & marketing publications). Please indicate below your consent for you or your child to be photographed, videotaped or interviewed.

_____ I hereby **give** _____ consent for my child to be photographed, videotaped or interviewed for possible use in newspapers, magazines, television, radio broadcasts, City websites & City publications.
_____ I **do not give** _____

NOTICE: The City of Plantation Department of Parks and Recreation, in compliance with the American Disabilities Act (ADA), Public Law #101-336, Section 202, requires that all participants in the program must contact the Department of Parks and Recreation before the program begins in order to allow time for the evaluation and preparation to accommodate those needs. Please check below in the appropriate place:

- _____ A. This matter would not apply to our situation.
- _____ B. This matter will apply to our situation; I will provide specific information to the Parks and Recreation Department prior to the start of program, and appreciate that it will take time for the City to evaluate whether and to what extent reasonable accommodations can be made.

PARENTAL PICK UP RIGHTS: Regardless of whether you have included or failed to include the telephone and name of said child's other parent or guardian, until a death certificate on such parent or a certified copy of a court order awarding exclusive custody to the parent registering such child is produced, the registering parent is herewith informed that the child shall be authorized to be picked up by the parent not named in said Registration Form upon proper picture identification being produced identifying said parent of said registered child. Please execute your understanding of the City's position in this regard.

I have read and understand the City's position concerning custody rights in the absence of a death certificate on one of the child's natural parents or a Court Order awarding custody to one of the child's natural parents.

WAIVER & RELEASE OF ALL CLAIMS: Please read this form carefully and be aware in registering your child or ward for participation in this program that you will be waiving and releasing all claims for injuries you or your minor child/ward might sustain arising out of the program.

As a parent/guardian of a participant in the program, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injuries (including death), damages or loss which my minor child/ward or I may sustain as a result of participation in any and all activities connected with such program.

I agree to waive and relinquish all claims my minor/ward or I may have as a result of participating in the program against the City of Plantation and its officers, agents, servants and employees.

I hereby release and discharge the City of Plantation and its officers, agents, servants and employees from any and all claims resulting from injuries (including death), damages and losses sustained by my minor child or me arising out of, connected with, or in any way associated with negligent acts or omissions of me or my minor child.

In the event of an emergency, I authorize the City of Plantation officials to secure from any licensed hospital, physician, and/or medical personnel any treatment deemed necessary for my minor child's immediate care, and agree that I will be responsible for payment of any and all medical services rendered, including transportation charges.

I have read and fully understand the above Program Details, Refund Policy, Video/Photo Consent Waiver & Release, Notice, Parental Pick up Rights, and Waiver & Release of All Claims.

Child(ren) Name(s): _____

Parent/Guardian Signature: _____

Date: _____