



# City of El Cerrito Recreation Department

## Summer Camp 2019

El Cerrito Community Center: 7007 Moeser Lane, ElCerrito, CA 94530 • (510) 559-7000  
[www.el-cerrito.org/recreation](http://www.el-cerrito.org/recreation) • Email: [recreation@ci.el-cerrito.ca.us](mailto:recreation@ci.el-cerrito.ca.us) or Fax: (510) 528-9413

**SECTION 1 – PERSONAL INFO** Please print clearly, one registration form per child **If you have already registered for 2019 camps and would like to add additional camps, please check here and fill out only your child's name, guardian's name, and proceed to Section 3.**

<b>SECTION 1 – PERSONAL INFO</b>	Child Name			
	Street Address		City	Zip
	Birth Date (mm/dd/yy)		Child Entering Grade (2019-20 School Year)	
	Parent/Guardian Name #1		Home Phone	
	Email		Work Phone	
	Cell Provider (Example: AT&T or Sprint): <b>for emergency &amp; class cancellations texts only</b>		Cell Phone	
	Parent/Guardian Name #2		Home Phone	
	Email		Work Phone	
	Cell Provider (Example: AT&T or Sprint): <b>for emergency &amp; class cancellations texts only</b>		Cell Phone	
	Emergency Contact #1 Must be different from above		Phone	Relationship to Child:
Emergency Contact #2 Must be different from above		Phone	Relationship to Child:	Authorized to Pick-Up:

**SECTION 2**

**Camper Info:** Does your child have any special needs (including developmental differences, physical limitations or dietary restrictions) that may affect their experience at camp? Yes No; IF YES, please provide information to assist us in providing the best camp experience for your child:

**Medications** (including inhalers): Yes No; IF YES, and your child must take medication while at camp, please contact the El Cerrito Recreation Department by email at least 72 hours in advance. All medications (including over-the-counter) must be properly labeled in the original container with a physician's note detailing the medication, dosage and administration instructions.

<b>SECTION 3</b>	Week	Dates	AM Care	AM or Full Day Activity #	AM or Full Day Camp Name	PM Activity #	PM Camp Name	PM Care	
	1	June 10-14							
	2	June 17-21							
	3	June 24-28							
	4	July 1-3 (No 7/4, Sports Camp Only 7/5)							
	5	July 8-12							
	6	July 15-19							
	7	July 22-26							
	8	July 29–Aug 2							
	9	August 5-9							
	10	August 12-16							
11	August 19-23 (WCCUSD begins 08/19)								

Be sure to see back side of this page, read and initial, then sign and date.

# City of El Cerrito Recreation Department

PAYMENT	<input type="checkbox"/> <b>IN FULL:</b> Pay in full of cash, check, money order, or credit card (Visa, MasterCard & American Express).	DONATE
	<input type="checkbox"/> <b>DEPOSIT WITH AUTO-DEBIT:</b> Pay a \$32 deposit per camp per week. Enrolling in Auto-Debit is REQUIRED for deposit payments. Remaining camp balances (after payment of deposit) will be auto-debited from your credit or debit card two weeks prior to the camp start date. To pay a deposit and enroll in auto-debit, your credit or debit card must be swiped, entered Online or must be on-file & authorized at the time of initial enrollment. The card must have an expiration date of 08/2019 or later.	
	<input type="checkbox"/> <b>I AUTHORIZE the City of El Cerrito to charge my credit card ON FILE</b> Expiration Date: _____ Last Four Digits on the card: _____ Signature (for CC charge on file): _____	
		\$

## PLEASE INITIAL AND SIGN ON ALL LINES BELOW

**CAMP REFUNDS, CANCELLATIONS & TRANSFERS POLICY:**

I understand that once I enroll my child in summer camp all cancellation, transfer, schedule change and late fees apply, and that registration is confirmed. Requests for cancellations and transfers must be submitted in writing (email OK) to the El Cerrito Community Center Office or processed online at [www.el-cerrito.org/onlinereg](http://www.el-cerrito.org/onlinereg) under "My Account" at least 10 working days prior to the first day of camp. Cancellations and transfers will not be granted for nonattendance. Camp cancellations prior to 10 working days will result in loss of \$32 deposit. Cancellations less than 10 days in advance, will result in the loss of the total camp fee. Transfers are assessed a fee of \$19 per child per camp. In the case of illness or injury, requests for a refund, transfer or credit will be considered only when accompanied with a doctor's note and letter requesting the exception. Requests must be made prior to the camp start date.

**LATE FEES:** An \$19 fee will be assessed if your camp payment is not received by the Monday, two weeks prior to the camp start date.

**LATE PICK-UP POLICY:** Anytime a child is picked up after their regularly scheduled ending time in the program they will be charged as a late pick-up. Any late pick up results in a \$15.00 charge and an additional \$1.00 per minute.

Example: Being 5 minutes late results in \$15.00 + \$5.00 = \$20.00  
 Example: Being 8 minutes late results in \$15.00 + \$8.00 = \$23.00  
 Example: Being 17 minutes late results in \$15.00 + \$17.00= \$32.00

**TRANSPORTATION:** I hereby give permission for my child, to be transported by the City of El Cerrito transportation service and, to the extent permitted by law, I waive, release, and discharge any and all claims for personal injury, death, or property damage that is a direct result of or is in any way connected or associated with my child's being transported by the Recreation Department. I understand that such transportation may take place in a City vehicle, rented vehicle or bus, BART or by walking. To the extent permitted by law, this agreement is intended to discharge the City of El Cerrito, including but not limited to its Recreation Department, and all of El Cerrito's officers, employees, agents or representatives from any and all liability arising out of or in any way connected with the transportation of my child by the Recreation Department including such liability which may arise out of the negligence or carelessness on the part or persons or entities mentioned above, except as provided herein. It is understood that the transporting of people in vehicles on streets and roadways clearly involves risk and the danger of accidents, and knowing those risks and dangers, I hereby fully assume such risks for my child.

**SIGN-IN & OUT PROCEDURES:** Authorized persons (parents, guardians or emergency contacts) must be present to sign children in at the beginning of their day. A photo ID will be required from each authorized person picking up a child from camp. Anyone picking up a child must be listed in your household account as a parent, guardian, or emergency contact. Additional contacts can be added by logging into your WebTrac account or submitting an updated Registration Form to the Community Center Office.

**BEHAVIOR POLICY:** I understand that my child is expected to follow all rules established by his or her instructor/ camp staff, and any failure to comply may result in dismissal from the program. I also understand that no refunds will be given. A copy of the policy is available upon request.

**SUN EXPOSURE:** I understand that I am responsible for ensuring that my child has applied sunscreen before camp, and that camp staff have a limited availability to assist with this process. I will send my camper with their dry-wick camp shirt for all swimming days to protect them from sun exposure in the pool.

**EMERGENCY PROCEDURE:** I understand that in the case of a medical emergency, 911 will be called and that my child may be transported by ambulance to a nearby hospital at the discretion of emergency personnel. Every effort will be made to contact the parent/guardian.

**CONSENT TO PHOTOGRAPH, FILM OR TAPE:** I agree to have photographs, films, or tape recordings taken of me or minor child registered under my signature while participating in City of El Cerrito programs and I permit these photographs, films, or tapes to be released for use in publications, promotional materials, web site, and for other public information purposes by the City of El Cerrito.

**PEANUT/NUT ALLERGY POLICY:** There are children in us program with food allergies. Please do not send any snack, lunch or other food items with your child made with peanuts/nuts or cooked in nut oils.

**SUN EXPOSURE:** I understand that I am responsible for ensuring that my child has applied sunscreen before camp, and that camp staff have a limited availability to assist with this process. I will send my camper with their dry-wick camp shirt for all swimming days to protect them from sun exposure in the pool.

**As the Parent/Guardian of (Name of Child):**

I recognize and acknowledge that there are certain risks inherent in my child's participation in the El Cerrito Recreation Department program, including the risk of injury to my child. I hereby agree to assume those risks. Towards that end, to the extent permitted by law, I hereby release in advance the City of El Cerrito, its officers, employees, agents and volunteers from any and all liability to me or my child arising out of, or connected in any way with, my child's participation in the day camp program, even though that liability may arise out of the negligence or carelessness of the City of El Cerrito, its officers, employees, agents and volunteers. Additionally, to the extent permitted by law, I hereby agree to indemnify the City of El Cerrito, its officers, employees, agents and volunteers against any liability, loss damage, expenses and costs of every nature arising out of, or in connection with, my child's participation in the program. I have read and fully understand the terms of this Waiver, Release and Indemnity.

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

\_\_\_\_\_  
Date