



(717) 755-0123 (option 8) · www.KidzCampYork.com

ARRIVAL AND DEPARTURE PROCEDURES

MORNING DROP OFF TIME: 7:00 am

EVENING PICK UP TIME: 6:00 pm

ARRIVAL PROCEDURES:

When dropping off your child, please be sure to sign them in on the official **KIDZ CAMP ATTENDANCE ROSTER** and leave them with a Camp Manager, Camp Coordinator or Counselor before leaving the premises. Drop off times are anywhere from 7am-9am in the designated area.

DEPARTURE PROCEDURES:

When picking up your child, please park your car and come to the main camp tent for pick up. Notify a Camp Manager, Camp Coordinator or Counselor as to who you are picking up and sign them out on the official **KIDZ CAMP ATTENDANCE ROSTER**. Please remember that photo identification will be required until we get to know you and your child.

Camp ends every day at 6:00 pm promptly. All campers should be picked up by this time. After a five-minute grace period, you will be charged a late fee of \$1 per minute for every minute you are late. It is imperative if realize you will be late or encounter an emergency, to call us at 717.755.0123 press 0.

If we have not heard from you and more than 15 minutes have passed since the conclusion of our program, we will call you and other persons on your authorization list to make alternative arrangements for your child's return home. In the event no one is reached, we will contact York County Children and Youth and let them know we are unable to contact the parents.

EMERGENCY NUMBER: Heritage Hills Front Desk 717.755.0123 x 0 (Please call for emergencies only.)

RELEASING YOUR CHILD:

We will not release your child to anyone other than those listed on the **AUTHORIZED PICK-UP FORM**, which was filled out prior to camp beginning and updated as necessary with the Camp Director(s).

Any questions, please feel free to email us at info@KidzCampYork.com.

PARENT/GUARDIAN NAME (Please Print): _____

PARENT/GUARDIAN SIGNATURE: _____ DATE: _____