

# ADINKRA | CULTURAL | ARTS | STUDIO | SUMMER CAMP

## 2014 Registration Packet

The Adinkra Cultural Arts Studio (ACAS)  
3408 34<sup>th</sup> Street | Mount Rainier, MD 20712  
240.420.2227

### Camp Director

Abena Makini Niliwambieni-Owusu  
aka Mama Makini  
301.760.9034

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*WELCOME!!!*

May 2014

Dear Parents/Guardians and Campers:

Welcome to The Adinkra Cultural Arts Studio (ACAS) Summer Camp!! Thank you for allowing us to provide your children with an enriching and affirming summer experience.

The ACAS Summer Camp is a six-week summer camp for children ages 5 to 13 where socialization happens in an affirming way through play, creative expression, and hands on experiences!! ACAS Summer Camp combats summer learning loss using materials, events, and processes that are culturally centered. We capitalize on children's summer growth and development and have fun while doing it!!!

Staff members are professionals in the field of education as well as the performing arts. We collaborate to provide a well-structured, orderly environment in which our campers learn to appreciate each other's strengths while learning to work on personal challenges.

Included in this registration packet you will find information and forms necessary to enroll your child in The ACAS Summer Camp. If you have questions that are not answered herein, please contact me using one of the methods below to attain an answer to your question.

We are very excited about embarking on the first summer camp at The Adinkra Cultural Arts Studio Summer Camp and look forward to you joining us on this exciting journey.

Our Children Are Our Future,

Abena Makini Niliwambieni-Owusu  
Aka Mama Makini  
Camp Director

## OVERVIEW

**Camp Dates:** June 30 to August 8 (3-two week sessions)

- Session 1: June 30 – July 11
- Session 2: July 14 – July 25
- Session 3: July 28 – August 8

**Payment Information:**

- Non-refundable registration fee - \$35
- \$250 per session per child
  - 2<sup>nd</sup> child from the same family pays \$225 per session
  - 3<sup>rd</sup> or more children pay \$200 per session.
- Pay in full for all three sessions for a 10% discount!!!
- Before & After care - \$75 per week for both or \$25 per day
- Payments can be made by Money Order, Certified Checks, Credit or Debit cards.  
No personal checks!

**Registration**

- Parents can register for all 3 sessions at once or each session separately
- Early Bird Registration ends May 16, 2014 (Free T-shirt with early bird registration)
- Registration for Session 1 closes June 27, 2014
- Registration for Sessions 2 & 3 ends the Friday before each session begins.

**Overview of Activities...**

5 to 7 year olds: Tubman Learners will review basic math, phonics, and language arts skills through games, language experience charts, and lots of cultural expressions – music, movement, arts and crafts. Each two-week session will end with a tournament, display of journal writing and cultural expressions.

8 to 10 year olds: Garvey Learners will play games with each other for appropriate social skill development. They will maintain a journal and participate in lots of cultural expressions – music, movement, arts and crafts. Each two-week session will end with a tournament, display of journal writing and cultural expressions.

11 to 13 year olds: Banneker Learners will spend two days a week “in the field” visiting African American historical sites throughout the DMV and two days at camp reviewing, writing, and discussing their travel experiences while researching the next experience. Each two-week session will end with a presentation about their travels.

**CALENDAR**

Session 1: June 30 – July 11  
Session 2: July 14 – July 25  
Session 3: July 28 – August 8

May 16 – Early Bird Registration Ends (Free T-shirt)

May 17 to June 27 – Regular Registration Period

**Session 1**

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June 30 – First day of Session 1

JULY 3 – Field Trip

July 4 – CAMP CLOSED; National Holiday

July 11 – Field trip

Last day of Session 1

Deadline to register for Session 2

**Session 2**

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July 14 – First day of Session 2

July 18 – Field trip

July 25 – Field trip

Last day of Session 2

Deadline to register for Session 3

**Session 3**

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July 28 – First day of Session 3

August 1 – Field trip

August 8 – Field trip and last day of Session 3 and ACAS Summer Camp!!!

**A DAY AT ACAS SUMMER CAMP!!!**

Daily Schedule

7:00 – 8:30 – Before care (staff arrives promptly at 6:30 a.m.)

8:30 – 8:45 – Opening

**Tubman Learners (5 – 7 year olds)**

- 8:45 to 8:55 – bathroom before going to class – ( 5 and 6 year olds)
- 9:00 – 9:55 – Story and song of the day
- 10:00 – 11:30 – Round Robyn Board Games
- 11:35 – 11:55 – Reflective writing (group)
- 12:00 – 12:55 – Lunch preparation, lunch, clean-up, recess, prepare for afternoon classes
- 1:00 – 1:55 – Rest period
- 2:00 – 2:55 – Music and Movement
- 3:00 – 3:55 – Arts and Crafts
- 4:00 – 4:15 – Daily Review (Power Point Language Experience Chart)
- 4:15 – 4:30 – Closing Circle – Today WE...!!!
- 4:30 – 6:00 – after care (staff departs promptly at 6:00 p.m.)

**Garvey Learners (8 to 10 year olds)**

- 8:50 – 11:50 (2 – 1.5 hour sessions)  
*M/W – Movement & Music*  
*M - Th – Round Robyn Board Games*  
*T/H – Arts and Crafts*
- 11:50 – 12:00 – Lunch preparation
- 12:00 – 12:50 – Lunch, Clean-Up, Recess, Prepare for class
- 12:50 – 4:10 – Academics
- 12:50 – 1:55 – Reading/Language Arts
- 2:00 – 3:05 - Math
- 3:10 – 4:10 – Journal Writing about the day's activities
- 4:10 – 4:15 – Clean-Up – move to circle
- 4:15 – 4:30 – Closing circle – Today WE...!!!!
- 4:30 – 6:00 – after care (staff departs promptly at 6:00 p.m.)

**Banneker Learners (11 to 13 year olds)**

Monday/Wednesday – Outdoors

- 8:50 – 9:30 – Prepare to leave building for historical/educational field trip
- 9:30 - 3:30 – In the field (lunch in the field)
- 3:30 – 4:15 – return to camp
- 4:10 – 4:15 – Clean-Up – move to circle
- 4:15 – 4:30 – Closing circle – Today WE...!!!!
- 4:30 – 6:00 – after care (staff departs promptly at 6:00 p.m.)

Tuesday/Thursday - Indoors

- 8:50 – 10:10 – Review previous day – Journal writing/sharing/discussion
- 10:15 – 12:00 – Creative Expression
- 12 – 1 – Lunch
- 1 – 2:30 – Board Game – playing and development
- 2:35 – 4:10 – Review next day's schedule in the field
- 4:10 – 4:15 – Clean-Up – move to circle
- 4:15 – 4:30 – Closing circle – Today WE...!!!!
- 4:30 – 6:00 – after care (staff departs promptly at 6:15 p.m.)

## **POLICIES AND PROCEDURES**

### **Behavior Expectations**

ACAS Summer Camp staff expects that all of the campers will be on their best behavior daily.

If a camper is having challenges on a particular day, we will attempt to help the camper reach a solution as quickly as possible. If a camper has challenges with expected rules or following directions of the staff, parents will be notified immediately.

The course of action below will be followed in normal circumstances:

- |                             |                                                                                                                                            |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Warning                  | For a specific unacceptable behavior                                                                                                       |
| 2. Time Out                 | With a warning of future consequences for repeated behavior                                                                                |
| 3. Time Out                 | With a warning and/or write up for repeated behavior in file and parent notified upon pick up                                              |
| 4. Time Out                 | With a call to parent or guardian and a write up. Discuss corrective action and consequences for future incidents with parent upon pick up |
| 5. ICS (In Camp Suspension) | 1 scheduled day away from the program and/or the remainder of the day depending on the infraction. Meeting with the Director.              |
| 6. Attend Camp with Parent  | After a day in ICS, if behavior continues, parent must spend the next day of camp with their child.                                        |

However, extreme behaviors that put a child or those around them in danger, or several or repeated offenses in one day may accelerate this process and will be dealt with on a case-by-case basis. Extreme behaviors include, but are not limited to: Physical attacks

such as hitting, biting, spitting, kicking, etc., abusive language, disrespect to staff (verbally or physically by parent or child), and leaving the program area without permission.

### **Electronic and Other Personal Items**

The ACAS Summer Camp requests that you do not permit your child to bring personal items such as portable electronic games (Play stations, Game Boys, etc.), or other electronic items (iPods, portable cd players, cell phones). ACAS Summer Camp will not bear responsibility for any lost, stolen or broken items. We have designed our camp to keep your child busy, engaged and entertained. If you or your child needs to be in contact in case of emergency or for urgent matters, a camp cellular phone number will be provided to you.

### **Non-Prescription Applications**

If you feel it is necessary to send with your child non-prescription applications, specific written instructions must be included and your child must be capable of administering the applications while an adult observes. We are unable to assist your child in the use of any of the topical applications listed below.

- Baby wipes
- Band Aids
- Neosporin/Antibiotic Ointment
- Sunscreen
- Insect Repellent

### **Pictures, Photographs, Videos**

Please be advised that ACAS Summer Camp may use pictures that show our campers in the classroom, on field trips, at lunch or recess for camp related business on our website, inside the camp facility, on flyers or other related promotional material. If you object to ACAS Summer Camp using pictures or videos that include your child, please indicate so on the general consent form at the end of the policies and procedures.

### **Sign In and Sign Out**

Participants in ACAS Summer Camp must be signed in and out daily by a parent or other authorized person. This is done by signing your full name and time of drop off and pick-up on the form located at entrance of the Summer Camp facility. A child enrolled in the ACAS Summer Camp will only be released to the persons specifically authorized in the camp registration forms. For the safety of your children, anyone other than the registering parent/guardian will be required to show a valid photo ID at the time of pick up or drop off. **If only one person has the sole legal custody of a child, then legal custody papers must be on file.**



**Snacks and Lunches**

We have opted to NOT participate in the free breakfast and lunch program because in our opinion it is not a good option for children with food allergies and/or dietary restrictions (i.e., vegetarian). Therefore, please send a healthy lunch, water, and a snack with your child.

Campers enrolled in Before and After Camp should also bring an additional snack clearly labeled for BEFORE and/or AFTER CARE. Campers must bring food items that are non-perishable and do not require warming in an oven or microwave. Due to allergies, campers are not allowed to share lunches.

My signature below verifies that I have read and agree with the policies and procedures of ACAS Summer Camp. I have consented or dissented by checking the appropriate box and affixing my signature below

- |                                        |                                  |                                     |
|----------------------------------------|----------------------------------|-------------------------------------|
| Behavior Expectations                  | <input type="checkbox"/> I agree | <input type="checkbox"/> I disagree |
| Electronic and<br>Other Personal Items | <input type="checkbox"/> I agree | <input type="checkbox"/> I disagree |
| Non-Prescription<br>Applications       | <input type="checkbox"/> I agree | <input type="checkbox"/> I disagree |
| Photos/videos                          | <input type="checkbox"/> I agree | <input type="checkbox"/> I disagree |
| Sign In/Sign Out                       | <input type="checkbox"/> I agree | <input type="checkbox"/> I disagree |
| Snacks and Lunches                     | <input type="checkbox"/> I agree | <input type="checkbox"/> I disagree |

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Signature

Date

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Printed Name and Relationship to Child

**ENROLLMENT APPLICATION**

Child's Name \_\_\_\_\_ DOB \_\_\_\_\_

If more than one child in the family  
 Sibling #1 \_\_\_\_\_ DOB \_\_\_\_\_

Sibling #2 \_\_\_\_\_ DOB \_\_\_\_\_

Home Address \_\_\_\_\_  
Street Address City State Zip code

Mother's Cell Number \_\_\_\_\_ Mother's Work Number \_\_\_\_\_

Father's Cell Number \_\_\_\_\_ Father's Work Number \_\_\_\_\_

Name, Relationship and Phone Number of Authorized Drop Off/Pick-Up Contacts  
 (please indicate if person will drop off, pick-up, or both)

Name	Relationship	Phone Number	DO/PU/Both

**MEDICAL INFORMATION**

[ ] I agree to deliver an up-to-date immunization record from a doctor on or before June 20, 2014. I understand that my child will not be allowed to attend camp without the immunization record. We will accept a copy of your child(ren)'s immunization record from the school they attended during 2013-14 school year.

**Food Allergies – Check all those that apply**

	Food	Allergy	Intolerance
	Fish		
	Shellfish		
	Treenuts		
	Peanuts		
	Eggs		
	Wheat		
	Soy		
	Other (please specify)		

**Environmental Allergies – Check all those that apply**

	<b>Substance</b>	<b>Allergy</b>	<b>Intolerance</b>
	Dust		
	Mold		
	Animal Dander		
	Pollen (specify type)		
	Metal		
	Medications – list all known		
	Other (please specify)		

<b>Allergies for Sibling #1</b>	<b>Allergies for Sibling #2</b>

**Medical Conditions**

List all relevant medical conditions related to your child(ren):

\_\_\_\_\_

\_\_\_\_\_

<b>Medical Conditions for Sibling #1</b>	<b>Medical Conditions Sibling #2</b>

**Authorization for Emergency Medical Attention**

In the event that I or my designee cannot be reached to make arrangements for emergency medical care, I authorize the person in charge to take my child to the Physician or Emergency Care Facility below and give consent to those medical personnel to provide the necessary emergency medical care for my child:

Name of Physician	Address	Phone Number
Name of Emergency Care Facility	Address	Phone Number

All information provided on this application is accurate and I authorize the administration of ACAS Summer Day Camp to care for my child as indicated in case of emergency.

Printed Name and Relationship to Child \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Adinkra Cultural Arts Studio Summer Camp 2014  
June 30 – August 8**

**SUMMER CAMP TUITION AND FEE AGREEMENT**

The family of \_\_\_\_\_ (camper's name) agrees to pay the following tuition and fees:

If more than one camper per family, include the names of siblings below:  
 1. \_\_\_\_\_ 2. \_\_\_\_\_

*PLEASE INITIAL NEXT TO EACH APPLICABLE ITEM*

**REGISTRATION AND TUITION FEES**

Initials	Item	Description	Unit	Total
	<b>Session Tuition Fees</b>	1. 10% discount for payment of 3 sessions in lump sum. 2. 10% discount for 2 <sup>nd</sup> child from the same family; 20% discount for each additional child thereafter. <i>(Discount on base tuition only.)</i> 3. Credit is not given because of absence.		
	Session I \$250 – due June 27			
	Session II - \$250 – due July 11 Session III - \$250 – due July 25			
	<b>Registration Fee</b> \$35 per camper	Registration fee is non-refundable and must be paid at time of registration. It guarantees a spot for your child in camp.		

**MISCELLANEOUS FEES**

Initials	Item	Description	Unit	Total
	<b>Before &amp; After Care</b> Before - 7:00 a.m. – 8:30 a.m. After - 4:30 p.m. – 6:00 p.m. <b>\$75 per week or \$20 per day</b>	Optional – experienced supervisors, educational videos and games, organized free play		
	<b>T-Shirt Fee - \$15 per camper</b> <i>add \$1.00 for each size over 1x</i>	Summer Camp T-shirts must be worn every Friday for Field Trips		
	<b>Field Trip Fee</b> <b>Session I - \$50</b> <b>Session II - \$50</b> <b>Session III - \$50</b>	Field trip fees covers transportation, any special entry fees, snack and any other expenses associated with field trip. <b>**11–13 year olds are also required to have a Smart Trip Card for educational field work.</b>		

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**FIELD TRIP CONSENT FORM**

*Instructions: Please complete a separate form for each child from the same family.*

I hereby give my consent for \_\_\_\_\_ (child's name) to attend and participate in all the ACAS Summer Camp Field Trip activities between the hours of 8 am and 5 pm and to be transported by staff to advertised and approved field trips. (July 11, July 18, July 25, August 1, August 8)

I understand that ACAS Summer Camp will take every precaution and care to ensure my child's safety. Adults who accompany the children will provide proper and appropriate supervision and will exercise every precaution to avoid accidents.

My child will wear adhere to the dress code requirements by wearing the ACAS Summer Camp T-shirt and any other required garment.

***No child will be permitted to attend any of the field trips unless this form has been filled out in advance by the parent or guardian and the fee has been paid according to the fee agreement.***

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Parent/Guardian Signature

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Date

**RELEASE OF LIABILITY WAIVER / INDEMNIFICATION FORM**

I, \_\_\_\_\_, on behalf of my minor child, \_\_\_\_\_, any personal representatives, heirs, and next of kin, hereby release The Adinkra Cultural Arts Studio (ACAS) and their agents, employees and/or officers and Board of Directors from any liability of personal injury, death, or property damage through my child's participation in The Adinkra Cultural Arts Studio Summer Camp ( ACAS Summer Camp).

I am fully aware, understand and acknowledge that my child(ren) will be involved in physical activities, both outside and indoors, during the ACAS Summer Camp, including but not limited to hiking on nature trails, playground activities, interaction with animals, dance and movement, and arts and crafts that my child will engage in that may result in physical injury. I understand and acknowledge that these activities have inherent risks associated with them, and I knowingly assume those risks, release and covenant not to sue for any liability whatsoever resulting from my child's participation in the activities of the ACAS Summer Camp. In the event of an injury, I consent to emergency medical attention for my child.

The undersigned hereby agrees to indemnify and save and hold harmless from any loss, liability, damage, or cost that may occur as a result of my minor child's participation in the ACAS Summer Camp.

The undersigned has read and voluntarily signs the release and waiver of liability and indemnity agreement, and further agrees that no oral representations, statements, or inducement apart from the foregoing written agreement have been made.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2014

Parent/Guardian printed name \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_

Camper's name (please print) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_