



SUMMER 2017 FAQs

DATES OF OPERATION

May 29th - August 25th, 2017

HOURS

The school is open from 7:15 a.m.-5:45 p.m. (Extended Day) Monday-Friday. The **K-6th Camp Day** program is **9:00 a.m. to 3:00 p.m.** and the **Preschool Camp Day** program is **9:00 a.m. to 2:30 p.m.**

ALL-SCHOOL CLOSURE

Monday, May 29 st	Memorial Day (observed)
Tuesday, July 4 th	Independence Day (observed)
Monday-Friday, August 7 th -11 th	Maintenance week
Friday, August 18 th	Whole school in-service

OTHER CLOSURE INFO

The pool will be closed every Friday throughout the summer.

ELIGIBILITY

The Bixby **Elementary (K-6)** Summer Camp is open to:

- All children that will be in grades kindergarten-6th for the 2017-18 school year, regardless of attendance at Bixby.

The Bixby **Preschool** Summer Camp is open to:

- All current preschool students.
- Any new preschool student that will be registering for the 2017-18 school year. We **do not** accept preschool students for the summer program only; it is too short a time for the age to transition completely.

ELEMENTARY (K-6th) CAMP DAY

Bixby's summer camp program offers continuity of care in a relaxed setting for preschool-6th graders utilizing all of our 3+ acres. These are days for supervised, extended play, building, or games in the gym, the sandbox, and other outdoor areas as well as cooking, gardening, art, and craft projects. The focus is on developing each child's interests and social relationships. Depending on numbers and the nature of the activity, the children may be grouped in grade clusters or by common interests.

While each week is organized around a theme and related activities, each day of camp, there are some core daily activities, including:

Group Time 11:00-11:15 a.m.

Lunch 11:15-11:45

K-2nd Swim 11:45-12:30 p.m. and 3rd-6th Swim 12:30-1:15 p.m.

(NOTE: There will be no swim sessions on Fridays. Students are responsible for providing their own labeled swimsuit and towel; goggles are optional.)

Reading time – K-2nd after swim, 3rd-6th after lunch and before swim.

Once a week (likely Wednesday mornings at 9 a.m. this summer) the K-6th children and staff will depart for a "ramble" – a walk (or bus) to a surprise location with camaraderie, openness to exploration, and a spirit of adventure the key ingredients for a good time.

Throughout the summer, there are additional special classes, activities, and day trips usually related to the theme of the week. We will inform parents about Friday performances at 2:45 p.m. on the weeks with themes that can be performed.

6th GRADE STUDENT TEACHERS

Bixby School has a long tradition of welcoming Bixby graduates and Bixby "summer kids" (those rising 6th graders who are familiar with the Bixby way due to attending camp most summers) as student teachers during the summer after their 5th grade year. Information about this program will be emailed to current Bixby 5th graders, and may be requested by emailing Garrett Braun, garrettb@bixbyschool.org.

PRESCHOOL PROGRAM DAY

Preschoolers enjoy a program consistent with our offerings during the school year. In addition, they will take part in the some special theme activities throughout the week. Preschool teachers will offer theme-based activities each day of the week. Your child can look forward to the continuation of weekly swim and gym programs that complement literacy, science, math, construction, music, movement, physical, dramatic, social, and artistic activities. We utilize our wonderful playgrounds, extending what we do in the classroom to the outdoors for a large proportion of each day. Teachers will support and encourage project investigations as interests emerge. Lunch is served family style at 11:15 a.m.

Incoming preschoolers will transition into the program during the summer. Start dates are scheduled with the Preschool Director as space allows.

PRESCHOOL TO KINDERGARTEN TRANSITION – Week of May 29th

Will your child be attending kindergarten this fall? Would you also like to enroll your child for Bixby's summer program? Then this message is for you!

Future kindergarteners will transition to Bixby's summer elementary program. An email describing the program will be sent to parents of eligible Bixby preschool students and those enrolling for Bixby kindergarten in the fall. Students will begin each day of transition week in Bixby's kindergarten room with a summer kindergarten teacher - a current Bixby preschool teacher familiar with the transitional needs of the children. After transition week, your student will be able to attend camp (continuing to work with the same summer kindergarten teacher) as well as enroll in Special Classes offered to kindergarteners, if you choose. If you need assistance integrating your child outside of the transition week, please speak with or email Emily Armiak, Preschool Director, preschool@bixbyschool.org, about timing your child's transition.

LUNCH & SNACKS

A balanced lunch, including an entrée, fruit, vegetable, and (often homemade) dessert on Fridays only, is provided each day and included in the tuition. In addition to milk, soymilk or water is available. A menu for each month will be available on the first program day of the month. Students may choose to bring their own lunches (no soft drinks, peanuts/nuts, or candy). Snacks for K-6th children are provided each afternoon at 3:00 (for students

staying for the extended day) and 4:30 p.m. **Children who would benefit from a morning snack** may bring one that can be kept in a bag/container in his/her cubby (no soft drinks, peanuts/nuts, or candy). Preschool will continue to provide snacks at their regular times throughout the summer (morning and afternoon snack is provided in preschool).

SUNSCREEN

Each student should come to school wearing sunscreen. Students re-apply sunscreen after lunch and/or after swimming. Currently, Bixby uses Rocky Mountain Sunscreen for Kids SPF 35 or 50. If we change brands, a notice will be provided. If your child must use a different sunscreen, you must provide and label it.

REGISTRATION

General

- 1) Use our theme calendar (found online at <http://bixbyschool.org/programs/summer/>) to choose the weeks you would like to attend.
- 2) Either click the registration link on our website or go to <https://campscui.active.com/orgs/BixbyAssociates> to complete registration online.
- 3) The selections are separate for preschool and K-6 students. You can use the filters for dates and ages on the left hand side of the page to narrow your search. For example, if you have a preschooler, and you don't want to scroll through all the K-6 options, click the Pre-K box in the filters.
- 4) For the weeks you want your child to attend, "ADD" either the Camp Day or Extended Day option for that week.
- 5) After adding all the weeks you want into your cart, proceed by clicking the "CONTINUE" button on the right side of the page.
- 6) Fill out the registration form and complete all required fields. Put "none" for certain fields if they do not apply to your child.
- 7) There is a 15% discount for each additional registered child in one family. This discount will automatically be applied before checkout.
- 8) **To finalize registration, you must either pay in full or pay a deposit. If you choose to pay a deposit, you will need to set up an automatic payment plan using either credit card or E-check (We prefer E-check). Automatic payment will be withdrawn on the 6th of each month. You will receive an email reminder 10 days before any automatic payments are collected. We request that you pay each month's tuition in person by check on or before the 1st of each month. If you don't make a payment in person, Active Network will withdraw the outstanding balance automatically from the payment method you selected during registration at 2am on the 6th of each month.**

Special Classes, Activities, and Day Trips

- 9) **All theme activities and special guests are included in the weekly rate and DO NOT require registration.**
- 10) **AVID4ADVENTURE requires direct registration through their website.**
K-1st - <http://www.avid4.com/day-camps/boulder-camps/explorer/>
2nd-6th - <http://www.avid4.com/day-camps/boulder-camps/adventure/>
- 11) Students who are at Bixby more than 15 minutes before or after their camp time will need to pay for that time based on the current hourly rate.

PAYMENT

Payment, by check or cash, for Bixby Summer Camp is due on the 1st of each month your child will attend. Automatic payment will happen on the morning of the 6th for each month.

OVERTIME

For pick-ups after 5:45, a \$5 overtime charge for each five-minute period will be billed.

CANCELLATION POLICY

- We reserve the right to make changes to program offerings as needed.
- In the event that Bixby cancels a special class, activity, or trip, a full refund will be issued. However, we do not assume responsibility for refunding class fees paid to a third party (AVID4, etc.)
- If you withdraw registration for your child from any special class, activity, or trip, you will not be refunded unless there is a waitlisted student who takes the spot.
- If you are on the waitlist for a Special Class and are not admitted, a full refund for the class will be issued.
- In the event that you need to request a partial or full refund, you must submit your request in writing, cite your reason, and submit it to the Summer Camp Program Coordinator, Garrett Braun. The Coordinator's decision is final.
 - The deposit is non-refundable and gets applied to each week in attendance.
 - If cancelled **more than 30 days** before the start date for that week, you will receive a full refund minus the deposit.
 - If cancelled **after 30 days but before 10 days** before the start date for that week, you will receive a refund of that week's tuition minus **30% fee**.
 - If cancelled within **10 days** of the start date for that week, you will receive **NO refund**.

TRANSFER POLICY

Please inform Garrett by email of any transfers you would like to make from one week to another. Decision by director is final.

QUESTIONS? Call 303-494-7508 or email Garrett (garrettb@bixbyschool.org) or Cindy (office@bixbyschool.org)