



Cyber Summer Camp Guidelines

Thank you for choosing IT-oLogY's cyber summer camp! In the following camp guidelines, you will find important information pertaining to your camp experience. **Please complete the form on the last page and return to IT-oLogY on the first day of summer camp.** If you have any questions, please contact us at 803-354-5730. We look forward to seeing you at camp!

Registration:

Each camper must be registered online to attend camp. A list of available camps and descriptions can be found at www.it-ology.org/events. If a camper has any type of food allergy, please make sure that it is included during the registration process. For refund and cancellation questions, please see the policy below.

Grade Levels:

Grade ranges for camps reflect the grade your child will enter the upcoming school year. TechExplorers is a half day camp and only for campers 4 to 7 years of age.

Location:

Camps are held at IT-oLogY, 1301 Gervais Street, Suite 200, Columbia, SC 29201.

Parking:

Parking is available in the Tower parking garage attached to the IT-oLogY building. It is only accessible through the entrance on Gervais Street heading west. All visitors are required to take a ticket when entering the garage and must park in a non-reserved space on the 3rd floor or higher. There will not be a charge for parking when dropping off and picking up if less than 30 minutes. Once parked, please take the elevators to the third floor of the garage, which corresponds to the second floor of our building. IT-oLogY is located through the double doors at the end of the crosswalk.

For safety, please do not drop off your camper at any exterior entrance. Caregivers MUST PARK and then escort campers to IT-oLogY. Fines will be issued if not parked in a non-reserved space.

Drop Off:

Drop off begins at 8:45 am daily. Camp begins each day at 9:00 am. All campers need to be checked in at the welcome table within IT-oLogy. Caregivers dropping off campers will need to sign their camper in. **Please note that for security purposes, you will need to present proper ID for pick up.**

Pick Up Notice:

Caregivers and any other authorized persons picking up a camper will be required to show a **PICTURE ID**. Campers will not be released to anyone not listed on the authorized pick up list or without a picture ID. An extra fee will be charged if campers are picked up past the 15 minute grace period.

Pick Up:

Pick up begins at 12:00 pm for half day camps and 4:00 pm for full day camps. Caregivers are required to sign their camper out each day with proper ID at the welcome table. We ask that you pick up your camper no later than 15 minutes after the session ends. If you are unable to pick up by the designated time, please let us know in advance. Please see note below for pick up on Friday's.

Friday Pick Up:

Full day campers will host a presentation at 3:00 pm Friday to showcase their weekly project to caregivers. Caregivers will meet their camper on the 1st floor in the IT-oLogy Theater for the presentation and dismissal. Caregivers are required to sign their camper out with proper ID.

Safety Protocols:

Our primary concern is the safety of all campers. While camps are in session, the entrances will be locked and no unauthorized adults (parents/siblings/caregivers included) are permitted around camp groups. To create a safe learning environment for all campers, we reserve the right to dismiss any camper in response to inappropriate or unsafe behavior.

Food:

Campers attending a full day camp will be provided lunch and two snacks. Campers attending the half day TechExplorers camp, will be provided one snack. If a camper wishes to bring their own lunch or snacks, they may do so. Please make sure any type of food allergy is included during the registration process.

Friday Pizza:

A Friday pizza party will be provided to all full day and half day campers. If a camper wishes to bring their own lunch, they may do so.

Clothing:

Campers are encouraged to wear comfortable clothing and shoes. Classrooms stay cool so campers may wish to bring a light jacket.



Valuables:

Campers are encouraged to leave any valuables at home. IT-oLogy will not be responsible for any lost or stolen items. We encourage caregivers to place the camper's name on any items brought to camp including backpacks, lunch boxes or water bottles.

Refund and Cancellation Policy:

If you cancel your registration at least two weeks prior to the start of the summer camp, we will refund your tuition less a \$50 registration fee per week. If you cancel your registration with less than 7 days notice, no refund or credit will be given.

IT-oLogy reserves the right to cancel or reschedule a class if minimum enrollment is not met. Parents will be notified at least 7 days in advance of any changes in schedule. Tuition paid due to a cancellation will be refunded in full.

Multimedia and Liability Waiver:

IT-oLogy reserves the right to take photographs, record video and audio of the camper for educational or promotional materials. Campers name and identity may be revealed by descriptive text or commentary. IT-oLogy reserves all rights to exhibit this work publicly or privately, including posting to social media, IT-oLogy websites, blog, Twitter, Facebook, and other printed promotional material without compensation to the camper and parents/guardians. IT-oLogy is released from all liability claims, demands, losses or damages on the campers account and free of any litigation expense, attorney fees, loss liability, damage or costs as a result of any such claim.

Camp Focus:

Camps parallel to SC's Computer Science, STEAM Standards and 21st Century Skills Development in: Project Based Learning * Creativity * Problem Solving * Logic * Critical Thinking * Collaboration

Our current ratio of camp counselors to campers is 1:5. Students will work individually and in a group setting and participation is encouraged. No prior technical or programming experience is necessary for any camp.





**THIS FORM MUST BE COMPLETED AND RETURNED TO IT-OLGY
ON THE FIRST DAY OF SUMMER CAMP**

Cyber Summer Camp Guidelines Terms

I hereby acknowledge that I have read, understand and agree to the terms of the summer camp guidelines.

Child's Name: _____

Parent's Signature/Date: _____

Parent's Phone Number: _____

Camper Drop-Off and Pick-Up Authorization Consent and Emergency Contacts

To account for all campers and their safety, no one will be permitted to pick up your child if their name is not listed below. **All authorized adults will be required to show their PICTURE ID for pick up.**

I hereby authorize the following adult(s) to pick-up my child and to be contacted in case of an emergency.

Name/Phone: _____

Circle Relationship: Parent Grandparent Relative Family Friend Caregiver

Name/Phone: _____

Circle Relationship: Parent Grandparent Relative Family Friend Caregiver

Name/Phone: _____

Circle Relationship: Parent Grandparent Relative Family Friend Caregiver

Parent's Signature/Date: _____

First Aid and Emergency Medical Consent

I hereby authorize summer camp staff who are trained in the basics of first aid/CPR to give my child first aid/CPR when appropriate. I understand that every effort will be made to contact me in the event of an emergency requiring medical attention for my child. However, if I cannot be reached, the nearest medical care facility should be contacted to transport my child to secure necessary medical treatment.

Child's Name: _____

Physician's Name/Phone: _____

Child's Allergies: _____

Child's Health Conditions: _____

Child's Health Restrictions: _____

Child's Medications: _____

Parent's Signature/Date: _____