

Scholar AthELITE

Drop-Off / Pick-Up Policy

Parents have entrusted us with their most precious possession – their children. We must do all we can to provide them the best care while they are our responsibility. Therefore, the following guidelines are intended to avoid any problems on visiting days, incoming or outgoing days, etc.

1. During drop-off and pick-up parents/guardian must sign camper in/out at the check in table. All campers are to be released only to an authorized person. Parents/guardians must complete and sign a form (see below) authorizing release of the camper to anyone other than the custodial parent or legal guardian. Identification will be required for release of campers to authorized persons.
2. Authorized persons are to be directed to the camp director or supervisor to sign their camper out.
3. If a custodial parent requests that a camper not be signed out to a noncustodial parent, such a request must be in writing.
4. When a last-minute change occurs in who will be picking up a camper, the new instructions are to be verified with the camp director from an authorized person. There needs to be written proof of who is dropping off or picking up the camper either by an email or handwritten and signed document delivered by the parent/guardian. The designated person who is dropping off or picking up the camper must present their ID at the check in table.
5. No camper may leave camp at any time without prior authorization from the custodial parent and the camp director.
6. Parking is available in the back parking lot on Nichols Ave The check in table will be located at the gate entrance in the back parking lot of Cerro Villa Middle School.

No-Shows/Absentees

To be sure that campers have not unexpectedly disappeared, the following procedures will be implemented if a camper does not appear at a pick-up point or at camp when expected:

Day Camp – Day campers are to be checked in and out each day on the appropriate form. Parents are asked to notify the camp if a child is ill or will not be attending as expected. Camp personnel will attempt to call parents/guardians and/or emergency contacts if campers are not signed in as expected.

Authorized Release of Camper

Camper _____ Dates attending camp _____

I hereby authorize the following persons to drop off and/or pick up my child from Scholar AthELITE Summer Camp:

Name _____ Relationship _____

Name _____ Relationship _____

Signature of Legal parent/guardian: _____

Date signed: _____