



Personal information

Last Name, First name*

Prefers to be called

Child's Date of Birth*

00/00/0000

School

Camper type*

New Camper

Returning Camper

Referred by

Pediatrician*

Medications* Allergies*

PARENT INFORMATION & EMERGENCY CONTACTS

Parent Name*

Home & Cell Number*

(000)000-0000 H, (000)000-0000 C

Email*

Address*

City

State

ZIP Code

Emergency Contact AND Phone Number*

Name, Phone number, relationship

Authorized person to pick up & cell number*

Language Proficiency

Is Spanish/French spoken at home

How often?

Yes

No

Never

Seldomly

Frequently

Always

Does child:

comprehend

speak

read

write the target language

CAMP FEES AND PAYMENT NOTICE:

CIRCLE DESIRED WEEK

WEEK 1: June 23-June 27 \$300

WEEK 2: July 14-July 18 \$300

WEEK 3: July 21-July 25 \$300

WEEK 4: July 28- Aug 02 \$300

REGISTRATION FEES (CIRCLE ONE):

RETURNING CAMPERS: \$25.00

NEW CAMPERS: \$35.00

PLEASE CONFIRM SPACE AVAILABILITY FOR YOUR DESIRED DATES PRIOR TO SIGNING UP.

Registration and Camp Fees*

TOTAL WEEKS: _____

REGISTRATION FEE: _____

INVOICE WILL BE SENT ONCE REGISTRATION IS RECEIVED FOR \$ _____

Please be advised that your child's registration is not complete until it is paid in full. **Checks or cash** must be submitted to the office once an online registration form is submitted. Your child's spot will NOT be held until what has been selected on this registration form is paid in full.

I have read and agree to the Registration Payment Notice*



Use your mouse or finger to draw your signature above

CAMP POLICIES

ABOUT MIS AMIGOS LANGUAGES: Each year, as part of our ongoing commitment to provide a well rounded language program, Mis Amigos Languages offers its camp, " Camp Mis Amigos" to a select group of children interested advancing their Spanish language studies by participating in a direct 8-week immersion experience full of culture and summer fun. Established 5 years ago, Mis Amigos Languages has remained a boutique camp, which uniquely integrates a Spanish curriculum with an emphasis on culture while also providing children with a loving and nurturing environment that results in lasting memories of fun times and friendships made. Because this program was uniquely designed by teachers and psychologists to teach languages while combining self-empowering activities, children feel motivated and confident to learn a new language. To achieve the desired goals, our curriculum emphasizes socialization, creativity, conversation and collaboration. The camp is open to children ages three through twelve. They are assigned to small groups based on age and linguistic competence. During the course of the 8-week summer camp, our curriculum provides a rich experience as we travel throughout the world in search of new experiences. Children play an active role in traveling to a different country per week. While visiting each country, the children will learn about the culture of its people, art, create costumes. On occasion the children will create the typical foods belonging to the region or country being visited. As part of the goal of getting children to converse with each other, they are provided with the opportunity to create "postcards" of the given country or region being visited and share these with their friends and family.

CAMP LOCATION: Mis Amigos Languages is based out of their language institute located at 6321 SW 40 Street Miami, FL 33155.

CAMP SIZE: We pride ourselves in running a boutique camp limited to 18 children in order to provide each child the individualized attention they deserve.

CAMP STAFF: The owner and the regular teachers known to all the students personally run Camp Mis Amigos. Together, between teachers and assistants, there is a 3:1 ratio. Each teacher's assistant interested in volunteering at Camp Mis Amigos must submit personal references, have an interest in pursuing a career in education or psychology and undergo background screening.

CAMP ATTIRE: Appropriate camp includes a t-shirt athletic shoes, shorts, socks. Unacceptable camp attire includes flip flops (or other open-toed shoes unless they are used at pool side), wheelies, or other non- athletic shoes, and short shorts (defined as shorts that do not fall at or below the finger tips when arms are extended at the side) or pants that hang low, displaying underwear. Campers wearing inappropriate clothing will not be allowed to participate in camp activities for the day. The child will not be able to remain on the premises if he/she is not participating in the day's activities. The child will be allowed to join the group upon return from home wearing proper attire.

Labeling Personal Items: Parents are highly encouraged to label their camper's article of clothing and belongings so that they are easy to identify in the event that they are lost. Labels should include your child's first initial and last name.

Lost and Found: A lost and found bin will be located in the main office. Campers with missing items should check the lost and found bin before alerting camp staff. Mis Amigos Languages is not responsible for missing, stolen or broken items, but will make every reasonable effort to return labeled items to their owner. Unclaimed lost and found items will be discarded one week after the conclusion of each camp session.

CAMP FEES: For camp fees, please refer to the registration form.

DEPOSITS & CANCELLATIONS: A reservation in Camp Mis Amigos is based on Mis Amigos Languages being in receipt of the registration form accompanied by the non-refundable registration fee and the total cost of camp weeks. If in need of a payment plan, please speak with the office manager. Payment not received by the agreed date will constitute, as notice of the child not participating in camp and the child will forfeit his or her spot in camp and the reservation will be cancelled. Desired dates for camp and or any date changes must be requested in writing via email. With sufficient notice as indicated herein, the following credits shall apply for non attendance of whole weeks: (1) Two weeks' notice will constitute a 90% credit towards future classes; (2) One week's notice will constitute a 75% credit towards future classes; (3) 72 hours notice will constitute a 25 % credit towards future classes; (4) Less than 72 hours notice will constitute as forfeit eligibility towards future class credit. There are no make- ups, credits or refunds or exchanges for any individual camp days missed.

REQUIRED DOCUMENTATION: As part of the registration process, all parents/guardians must submit a fully completed registrations form, signed policies and procedures, and consents including field trip and liability releases.

FOOD:

Snack and Lunch Time: Parents are expected to provide snack and lunch for their campers each day. Campers are not allowed to leave Mis Amigos Languages during the course of the camp day to purchase food. Food delivery to Mis Amigos Languages is limited to pre-approved vendors with whom arrangements have been made. Ordering from these vendors must be pre-arranged in advance. Mis Amigos Languages prohibits the delivery of ordered lunches. Camp staff may not purchase food for campers.

Food Restrictions for Safety: Many campers have severe allergies to nuts. Simply being in the presence of nuts may be life-threatening to some campers. Nuts (especially peanuts) or nut products (i.e. nut butters, nutella, etc.) are strictly prohibited at camp. A full listing of foods with nuts is available at the office. Campers are not permitted to chew gum while in the office, and are discouraged from bringing candy or sugar-sweetened beverages to camp.

Forgotten Lunches: Campers who may have forgotten their lunch will be allowed to call home. Parents are asked to deliver their child's forgotten lunch to the office before the camper's scheduled lunchtime.

Snack Time: On special event days, campers may receive other food items, such as popcorn, cookies, cupcakes, or foods prepared during cooking class.

Birthday Celebrations: Parents are welcome to celebrate their child's birthday while they are enrolled in camp. To do so, parents must arrange the date and time with staff, bring peanut free treats along with plates, napkins, and plastic utensils. The parent celebrating their child's birthday must bring enough treats for all campers and staff. Healthier options with limited food coloring are appreciated.

*Note: Each morning, campers will be asked to dispose of food items including camp before entering Mis Amigos Languages. Food (i.e. breakfast), other than during lunch, snack, or birthday celebration times, will not be allowed into camp.

ARRIVAL AND DISMISSAL: Morning Drop-off is from 8:45 a.m. to 9:00 a.m. each morning.

First Day of the Session: Upon entering Mis Amigos Languages, campers will be escorted to their respective classroom. Parents are not allowed to enter Mis Amigos Languages past the main door.

All Other Camp Days: Campers should store their personal belongings in their assigned storage bin and continue to their classrooms.

Afternoon Pick Up: Afternoon pick-up will be between 2:15 p.m. to 2:30 p.m. each afternoon. At 2:15 p.m. each day, children not schedule to be taking afternoon Spanish or French classes will be escorted to the lobby area for pick-up. When parents, or other approved pick-up adults arrive, they will show photo identification and give the camper's last name to camp staff . Once authorized and pick up person has been verified, the camper will be released. Authorized person must sign the pick up log with the pick up time. Children will not be released to any individual not listed in the application. Insurance regulations do not permit children who are not in class to remain in the office unless they are actively taking a class. Students who remain in the office after 2:30 will be charged a late pick up fee of \$15.00. The fee will be billed to the credit card on file. THIS POLICY IS STRICTLY ENFORCED/NO EXCEPTIONS.

Early Pick-up: Requests for early pick-up must be made in the morning during drop off time by the parent or guardian. Legible notes or emails should be handed directly to camp staff in the morning during drop-off and should include the exact pick-up time (no time ranges), full camper(s) name, full name of the person picking up the child, and date of pick-up.. Parents who arrange for early pick-up, should pick-up their camper(s) at the specified time requested. Campers who are picked-up early will be accompanied to the lobby by camp staff.

DISCIPLINE & BEHAVIOR ISSUES: Campers are expected to behave in an appropriate manner that ensures the safety and enjoyment of themselves and others. Below is a list of various incidents and their gravity that are not tolerated at camp, as well as camp guidelines for handling these issues. Please note that the following list is not exhaustive.

Minor Incidents:

- Profane and unacceptable language
- Not following directions
- Talking back to counselor
- Disrespect
- Pushing/shoving as a result of poor sportsmanship Major Incidents
- Endangering others safety
- Continuous use of profane language
- Unnecessary roughness
- Intentional infliction of pain
- Continuous minor infractions

Guidelines for dealing with Disciplinary Incidents:

First Offense

Counselor will take the camper aside and talk to him/her, reinforce rules, and remind the camper of the consequences if the problem reoccurs. All incidents and associated disciplinary actions taken will be documented within an incident report kept in the camper's file. Camp counselors may notify a parent at the end of the day during pick-up if deemed necessary. Minor incidents that do not require an incident report will be informally documented by counselors, but parents will not be contacted. If a first offense is a major incident, the occurrence will be addressed that day with a parent and one or more camp staff.

Second Offense

Counselor will take the camper aside and talk to them about the rules that were broken and remind the camper about the consequences the counselor talked about after the first offense. For a minor offense, a completed incident report will be placed in the camper's file. Parents will be notified by telephone or at the end of the day during pick-up. If the problem is major, a conference between the camper, parent(s), counselors and camp staff must be arranged as soon as possible to discuss the incident.

Persistent Misbehavior

Counselors will remove the camper from the group and take him/her to the camp office. If the decision is made to remove the camper from camp, a camp administrator will write a discipline notice that will be sent home with the child at the end of the day. A copy of the note will be placed in the child's file. Removal may be temporary or permanent depending on the severity of the incidents under review.

*Note: All cases are handled on an individual basis. With regards to disciplinary incidents, camp staff will follow up if necessary or if requested by a parent.

COMMUNICATION WITH CAMP STAFF: Parents are encouraged to keep open lines of communication with camp staff, especially their camper's teacher. Morning drop-off and afternoon pick-up are ideal times to speak with camp staff. Counselors are happy to provide updates on your camper's enjoyment and progress at camp during these times.

Concerns or Complaints: Parent concerns or complaints should be addressed immediately with camp staff so that appropriate actions can be taken. Concerns or complaints can be addressed directly with camp counselors, although camp administrators can also be made available if needed or in the event that a concern or complaint is in regards to a camp counselor.

*Note: Camp administrators have various non-camp duties that may prevent them from being downstairs during morning drop-off and afternoon pick-up on occasion, but they will make themselves available if and when necessary.

INJURIES: If an injury should occur, camp staff will make every reasonable attempt to contact a parent to notify them of the situation and/or arrange for early pick-up from camp.

PHYSICAL & SEXUAL ASSAULT AWARENESS & PREVENTION: The primary objective of Camp Mis Amigos is to ensure the safety of all of our campers. Camp Mis Amigos has a Zero-Tolerance policy for any abuse committed by a staff member, volunteer, or camper. No staff member, volunteer, camper or third party, no matter his or her title or position, has the authority to commit or allow any physical or sexual assaults. Every action will be taken to make camp a safe place.

Safety measures in place to protect campers against sexual abuse and staff members from sexual abuse allegations include:

- Criminal background checks, for all camp staff.
- Training for camp staff and Program Aide volunteers

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activities of Camp Mis Amigos at Mis Amigos Languages including but not limited to swimming and/or park games. Authorization to seek medical treatment for the camper as they see necessary includes taking the child to a local hospital or another nearby facility. I consent to any x-ray, anesthetic, medical or surgical diagnosis or treatment and hospital care subsequently deemed necessary by a licensed health care provider during the camper's session. I understand that this authorization is given in advance of any specific diagnosis, treatment or hospital care, and that it is given to provide the camp staff authority to seek medical treatment, and to provide a licensed health care provider the authority to administer this treatment as s/he judges necessary to the above-named child. I accept responsibility for payment of all services rendered; I authorize any medical facility, which renders services to release medical information necessary for the processing of insurance claims; and I authorize the payment of insurance claims directly to the medical facility. I understand Mis Amigos Languages, Inc. will make all reasonable efforts to contact me with notice in the event that my child requires emergency medical treatment. In the event that Mis Amigos Languages cannot contact me and give me notice, I understand that I am hereby-authorizing Mis Amigos Languages, Inc. to seek the necessary emergency treatment for my child only in the event that my child is injured or harmed while engaged in a program or activity sponsored by Mis Amigos Languages treatment. Further, I consent to Mis Amigos Languages to admit my child to a facility for emergency medical treatment as it may be deemed necessary for his or her health and welfare. In the event of an emergency for which medical treatment is required, Mis Amigos Languages will provide the emergency health care facility with the child's insurance carrier as provided above who will be solely be responsible for the costs of any and all medical treatment. It is the responsibility of the parent/guardian to inform the camp in writing of any changes. The undersigned hereby consents to whatever medical treatment is deemed necessary. The undersigned on his or her behalf of the individual named above, their heirs, assigns and personal representatives, hereby release Mis Amigos Languages, its trustees, officers, and employees from any and all claims arising out of the admission to or treatment administered by such a facility.

Nut-Free Facility

For the safety of everyone, we discourage the use of nuts and nut products. Although we cannot guarantee a nut-free environment, we make every effort to discourage and confiscate the products from campers due to allergic reactions (sometimes deadly) to some campers. This statement serves as notice that no snacks that may contain nuts of any kind shall be sent with your child's lunch to camp.

Photographic Release

I hereby authorize Mis Amigos Languages and the members of its staff to take photographs of the registrant while participating in any/all camp related activities to be utilized in websites, television recordings and/or live television transmission, Facebook, Pinterest, YouTube or any other social media outlet deemed by Mis Amigos Languages for of the specific use to which the images may be applied to limited to advancing the camp activities. Mis Amigos Languages has sole discretion of what the images will be utilized for. I hereby waive any rights that I may have to inspect and/or approve the finished product that may be used. I waive and release Mis Amigos Languages of any and all liability arising from the use of these images. I understand that Mis Amigos Languages prohibits its contractors from posting camper images in their personal sites. Mis Amigos Languages cannot control if images are copied or reposted once posted in sites owned and operated by Mis Amigos Languages.

Lost and stolen items

I understand the Camp is not responsible for lost or stolen articles.

I have read and agree to all the terms of the camp releases.*



[\[clear\]](#)

Use your mouse or finger to draw your signature above