



2017-2018 DC Bilingual Professional Development Camp Days

Kids and Culture Camp is pleased to partner with DC Bilingual PCS to provide enrichment programming during full professional development days, winter break, and spring break for the 2017-2018 school year.

CAMP HISTORY

Kids and Culture Camp was established in 2010 by talented parent-educators who have experience in a variety of subject areas. The first camp was held on the campus of Howard University. Since that time, Kids and Culture has partnered with several public charter schools in the District of Columbia.

CAMP MISSION

The purpose of Kids and Culture Camp is to provide high quality, affordable, fun, educational and culturally enhancing activities for children during the summer. Kids and Culture Camp provides four weeks of summer programming to introduce children to international affairs at an early age. Our camp coordinators and volunteers work cooperatively to provide a safe, structured environment where children will gain a greater knowledge and appreciation of themselves and the world around them.

CAMP DESCRIPTION

Campers will embark on a cultural journey that includes the exploration of nature, geography, music, history, foreign languages, art, science, math, exercise, sports, and literature. Sub-themes are incorporated daily to facilitate a fun and culturally stimulating camp experience.

CAMP LOCATION

DC Bilingual Public Charter School, 33 Riggs Road, NE, Washington, D.C. 20011

PROFESSIONAL DEVELOPMENT FULL-DAY CAMP DATES AND HOURS

KCC will offer camp on DCB's full Professional Development Days from **9 a.m. to 4:00 p.m.** Parents can begin dropping-off **at 8:45 AM**. See schedule below for specific days. Campers can register for one or more sessions. Early pre-registration registration is required. A variety of cultural sub-themes are offered each day. Full-PD Camp days are only open to DCB students.

2017-2018 PROFESSIONAL DEVELOPMENT FULL-DAY CAMP DATES	PAYMENT DEADLINES <i>Deadlines are not flexible</i>	COST
Friday Oct. 13	Sept. 29	\$56 per day
Friday Oct. 20	Oct. 5	Pre-registration is required. No drop-ins allowed. Balances must be paid in full at least 15 days before each scheduled PD Camp Day in order to allow time for adequate staffing.
Friday Nov. 3	Oct. 20	
Tuesday Jan. 2	Dec. 17	
Friday Feb. 2	Jan. 18	
Friday Mar. 16	Mar. 1	
Friday March 23	Mar. 8	
Friday April 20	Apr. 5	
Friday June 8	May 24	
Parents may register their campers for one or more days.		

SNACKS AND LUNCHES

DCB will provide a snack and lunch per the school's regular lunch program. More details will be shared with parents at a later date.

HOW TO REGISTER

If your child attended Kids and Culture in 2016 or 2017, their profile is in the system. Please use the same username and password to register for the DCB's PD Camp Days and update any old information (age, grade, allergies, etc.). To register, go to www.kidsandculture.com, under the registration tab select "**DCB Registration.**" To ensure that only DCB students register for the PD Camp Days, the registration page is password protected. Enter the password "**DCB2017**" then follow the steps listed below. The password is case sensitive.

Before you begin please make sure that you have your health insurance policy number and a minimum 10% deposit. You will not be able to complete to process without this information and your registration will not be saved.

If you DO NOT complete your registration information AND remit a 10% deposit, the system will NOT save your registration form and you will have to start the process all over. The registration screen will time out after approximately one hour. Please remember that you will not be able to complete the initial registration process without your health insurance policy number.

Step 1: Select your camps and create an account by entering your email address and password. **Be sure to double check that you are registering for DCB's PD Camp Days.** Complete the Camp Registration form. You will automatically be taken to the payment page. **If you DO NOT complete your registration information AND remit a 10% deposit, the system will NOT save your registration form and you will have to start the process all over.** The registration screen will time out after approximately one hour. Please remember that you will not be able to complete the initial registration process without your health insurance policy number

Step 2: Submit your camp fee via ACTIVE's online registration and payment processing system. ACTIVE **accepts Visa, MasterCard, American Express, Discover, and E-Checks (ACH).** You will have several options to choose from when making your initial payment: (1) pay in full; (2) bill me automatically; or (3) pay balance manually. **If you do not want to pay your balance in full, please select the bill me automatically or manual payment options.** Please note that ACTIVE charges a 5.95% processing fee for using the registration system and all registrations must be completed online. This is in addition to the camp fee. Mailing a money order or certified check will not avoid ACTIVE's processing fees. **We also accept money orders and cashier's checks payable to Kids and Culture, LLC. NO personal checks please.**

Step 3: After completing the online registration process, you will receive an email requesting that you submit a copy of your camper's health insurance card and a Health Certificate (DC), through your online account. Please click the link in the email to scan and upload your documents directly into the camp's registration system. All forms must be submitted before your camper will be allowed to attend camp. Forms brought to the camp site will not be accepted.

CAMP REFUND POLICY

A non-refundable 10% deposit is due upon registration to hold your child's space. Any remaining balance is due **15** days before each scheduled PD Day. A refund will be honored, less the non-refundable 10% deposit, if notification is received by the camp registration office in writing, via email no later than 15 days before the PD Camp Day. No refunds will be honored thereafter (see one exception regarding Minimum Campers Needed). Make-up days are not an option. **No refunds will be issued in the event of camp closure due to inclement weather, emergencies, loss of power, safety concerns, or circumstances beyond the Camp's control. Please note that the refund policy for DCB PD Camps Days is different than the policy for KCC's Summer, Winter, and Spring break camps.**

MINIMUM CAMPERS NEEDED

Kids and Culture Camp reserves the right to cancel a camp when less than **45 children** are registered for a one day camp. In this case, anyone who has paid will receive a full refund, less the ACTIVE processing fee.

LATE PICK-UP

Please make every effort to pick your child up on time. If you are more than 5 minutes late we will call the parent/guardian, adults designated for pick-up and the emergency contacts. If we are unable to reach an authorized person to pick-up your child, the authorities will be notified. **A \$5 fee for every five minutes you are late will be charged and must be paid upon pick-up. Failure to remit the late fees or any outstanding balances will exclude you from registering for any future Kids and Culture sponsored Camps until such balance are paid.**

CAMP STAFF

Several very talented parent-educators and professionals, who have experience in a variety of subject areas, lead each summer camp session. They are assisted by adult, college and high school volunteers. A select group of Camp Coordinators serve dual roles as organizers and instructors.

Kids and Culture
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