

2024 Parent Handbook

SummerQuest is a full-time summer program where your children will enjoy a wide variety of fun activities, meet new friends, learn new skills and grow spiritually. We are dedicated to providing high quality, age-appropriate, fun experiences for your child. And you as the parent will be confident that he/she is experiencing a memorable summer FILLED with enrichment activities, theme weeks, various camp opportunities and innovative learning from certified teachers who will make learning fun. Each week your child can expect fun activities like dressing up, arts & crafts, a talent show, jump castles, water days, and much more! This is all included in the weekly tuition cost.

HOURS OF OPERATION

Monday - Friday, 7:00 am - 6:00 pm
June 3, 2024 - July 26, 2024

SummerQuest will be closed on the following days in 2024:
Independence Day Holiday: July 4 – July 5

AGE ELIGIBILITY

Accepting rising K5 - 6th grade students

2024 Weekly Themes

Week 1 (June 3 - June 7): **CONNECTED**

Week 2 (June 10 - June 14): **ALL BALL**

Week 3 (June 17 - June 21): **MAD SCIENCE**

Week 4 (June 24 - June 28): **AMAZING RACE**

Week 5 (July 1 - July 3): **PARTY IN THE USA**

Week 6 (July 8 - July 12): **TALENT SHOW**

Week 7 (July 15 - July 19): **THE NATIONS**

Week 8 (July 22 - July 26): **BLOCK PARTY**

2024 Weekly Themes

Week 1 (June 3 - June 7)

CONNECTED: We are all connected! This is the intro week to our awesome summer. This is one of our favorite summer camp themes, because it teaches your children the value of hard work, respect, and skills to support each other, and most importantly, it's a lot of fun! This week kids will compete in relay races, group arts and crafts, learn about how each of us are connected and how we can impact the world.

Week 2 (June 10 - June 14)

ALL BALL: It's not just about sports this week, although we will have kickball, soccer, four square tournaments each day. Campers will make 'ball' art and create their own yummy popcorn balls. We will end this exciting week with a Disco Ball party. So it is easy to say this week, the ball is in your court!

Week 3 (June 17 - June 21)

MAD SCIENCE: Calling all future scientists! Even if you are not a science genius, you will have fun making slime, bouncy balls, food experiments, and much more! We will end the week with a special visit from Dr. Green Goo! So prepare to get a little messy while learning science this week!

Week 4 (June 24 - June 28)

AMAZING RACE: On your marks, get set, GO! Join us as we race across the Globe in an Amazing Race! Each day campers will get new challenges to compete with their team. Each challenge will bring new obstacles and excitement! Campers will use critical thinking skills and continue to develop their team building skills. We will end the week with an escape room challenge. Pack your bag and grab your passport for this amazing week!

Week 5 (July 1 - July 3)

PARTY IN THE USA: Discover the land we call HOME! We have spared no expense with this short week. There will be lots of fun and activities packed into 3 days! We will celebrate everything red, white, and blue. We will have firework crafts, explore the American frontier, and salute our service heroes. This week will be filled with stars and stripes galore. We will end the week with a backyard BBQ and water fun! So grab your swimsuit and be ready to Party in the USA!

Week 6 (July 8 - July 12)

TALENT SHOW: We have so many talented campers out there! The goal is to use your gifts and talents to impact the world around you. Campers will take center stage as a group or individual to showcase their talents! We will develop the skills and create costumes/props for the performance. We will end the week with special judges and a Talent Show! All talents are welcome, because that is what makes this a fun experience!

Week 7 (July 15 - July 19)

THE NATIONS: This week helps you keep your feet firmly on the ground but still explore the globe. Each day will be filled with culture from a different continent. We will explore language, art, sports, and much more! We can guarantee your kids will never be bored! We will end the week with a celebration of nation's party!

Week 8 (July 22 - July 26)

BLOCK PARTY (SEND OFF): Campers will enjoy a week filled with activities designed to get ready to head back to school. We will have a special color wars event as one last hoorah to summer. We will say goodbye to summer with a block party on Friday! Get ready for sidewalk chalk, dancing, swimming, and having a great time!

TUITION

2024 Fees

Enrollment fee: \$50 per child / Weekly fee: \$195 per child

The enrollment fee and first week's fee are due with the completed application.

When Is Payment Due?

Your first week's payment is due upon receipt of your completed application. Weekly payments are due every Friday before the week of service, no later than 6:00 pm. Payments will not be discounted as a result of sickness, holidays, weather closings or delays, or any other absence that occurs during the Payment Agreement period. Please make payments in advance of planned absences and holidays. ***If the weekly fee is not received within one week of the due date, SummerQuest may terminate this contract without prior notice.***

ENROLLMENT REQUIREMENTS

Enrollment Requirements

If not a current Cathedral Academy student, these items are required on file before the first day of attendance:

- **Signed Parental Consent Form**
- **Current Immunization History Record (DHEC Form 1148)**
- **Pick-Up Authorization**
- **Signed Payment Agreement**
- **Activity & Sport Release**
- **Birth Certificate (*Rising K5 only*)**
- **Statement of Child's Health (DSS Form 2900) (*Rising K5 only*)**

DROP OFF AND PICK UP

Where Do I Drop Off & Pick Up My Child(ren)?

- Children will be dropped off and picked up in the breezeway (between the Athletic Center & Building C).
- Drop-off will be between the hours of 7:00am-8:30am.
- Pick-up will be between the hours of 4:30pm-6:00pm.

Drop Off and Pick Up

- We will not release a child unless the person picking up your child is listed on the Application form and shows proper identification.
- Adult picking up a child must have blue name paper or proper ID.
- Parents must accompany their children from their classroom to their vehicle.
- Children cannot play in or near the parking lot.

Late Child Pick Up

- SummerQuest closes promptly at 6:00 pm; we do not offer service after 6:00 pm.
- There will be a fee charged (see Payment Agreement) for a child being left at SummerQuest past 6:00 pm.

NAP TIME

Rest Periods

- Rising K5 students rest for one hour following lunch. Parents will need to supply a nap mat and blanket.

NUTRITION

Lunch Guidelines

- Try to send items that your child can open easily.
- Encourage your child to practice opening difficult containers at home.
- Limit sweets.
- Please no perishable foods, we will NOT have a refrigerator available.
- If you forget to send a lunch, an “oops lunch” will be provided for a fee of **\$5/day**.

CLOTHING

Children’s Clothing

- Shoes must have at least a strap on the back if the child is not wearing athletic shoes. (Please pack flip-flops on water days only.)
- Please dress accordingly for the weather in washable and comfortable clothing. Children will go outside for playtime unless it is raining.
- Shorts must be worn under dresses and skirts.
- Swimsuits must be one piece and age appropriate

Extra Clothing (Rising K5 only)

- One outfit with socks and underwear must be kept in the child's classroom.
- When an outfit goes home please replace it the next morning.
- Parents will be called to bring an outfit if the child no longer has a change of clothes.

CHILD ABUSE AND NEGLECT

Child Abuse and Neglect

All staff will comply with the provisions of the Child Abuse Reporting Act by bringing suspected cases of abuse and neglect to the attention of the Director. If necessary, the Director will report the suspected case to the Dorchester County Department of Social Services. Periodic observations and written documentation will be made by the Director and teachers when necessary.

MEDICAL INFORMATION

Communicable and Infectious Diseases

SummerQuest wants to maintain a healthy school environment by taking steps to prevent the spread of communicable diseases. The term “Communicable Disease” means an illness which arises as a result of a specific infectious agent, which may be transmitted either directly or indirectly by a susceptible host or infected person or animal to other persons. Any student with a communicable disease for which immunization is required or is available, will be temporarily excluded from school while ill and during recognizable periods of communicability. Students with communicable diseases for which immunization is not available will be excluded

from school while ill. If the nature of the disease and circumstances warrant, SummerQuest may require an independent physician's examination of the student to verify the diagnosis of communicable disease.

SummerQuest reserves the right to make all final decisions necessary to enforce its communicable disease policy and to take all necessary action to control the spread of communicable disease within the school. Any child who is diagnosed as carrying a disease classified as "communicable" is not allowed to become or remain enrolled at SummerQuest as long as the disease is present. Once the school has written verification from a physician that such a child has become disease free, he may be considered for enrollment or re-enrollment at SummerQuest. This policy applies to, but is not limited to, all diseases that may be sexually transmitted, including Acquired Immunodeficiency Syndrome (AIDS). For school purposes, any student testing positive for antibodies to the AIDS virus is considered to be infected with the virus. SummerQuest believes that these measures serve to minimize the further spread of diseases.

Communicable Childhood Diseases

When diagnosed with any of the following diseases, a child must have written consent from either a physician or the Health Department to return to school:

- | | | |
|-------------------|--------------|---------------------|
| 1. Chicken Pox | 6. Pinworms | 11. Strep Throat |
| 2. Measles | 7. Scabies | 12. Lice |
| 3. Mumps | 8. Ringworm | 13. Mononucleosis |
| 4. Pneumonia | 9. Impetigo | 14. Fifth's Disease |
| 5. Whooping Cough | 10. Pink Eye | 15. Meningitis |

First Aid Procedure

1. First aid treatment will be administered to stop bleeding, restore breathing, or prevent shock or infection, up to and including, CPR.
2. Parents will be notified immediately. If they cannot be reached, efforts will be made to find out which physician is to be secured or where the child should be taken. This information must be completed on the **DSS Health Form 2900 (Rising K5 only)** and will be on file for each student in case the parents cannot be reached.
3. A representative of the school faculty will stay with the child until the parent arrives.
4. Internal medication will be given only by or on the order of a physician.

Illness

For the well-being and health consideration of all our students and staff, parents are asked to keep home any student with a fever and/or a contagious illness. It is the policy of SummerQuest that a student must stay home with:

1. Fever (24-hours free)
2. Vomiting (24-hours free)
3. Flu symptoms
4. Diarrhea
5. Colored nasal discharge
6. Persistent cough
7. Strep Throat (24 hours on medication)
8. Pinkeye (24 hours on medication)
9. Lice (24 hours on medication)
10. Mononucleosis (until released by physician to return to school)
11. Any other communicable diseases

Immunizations

South Carolina state law requires SummerQuest to have on file current immunization records recorded on SC DHEC Form 1148 and medical records for each student. It is the responsibility of parents to keep up-to-date records in the school office.

Medication Policy

Written, signed and dated parental consent is required prior to the administration of any prescription or over-the-counter medication or administration of special medical procedures.

- All medication shall be used only for the child for whom the medication is labeled.
- Medications shall not be given in excess of the recommended dose. Prescribed special medical procedures ordered for a specific child shall be written, signed and dated by a physician or other legally authorized healthcare provider.
- All medications shall be kept in their original labeled containers and have child protective caps. The child's first and last name shall be on all medications.
- The parent must complete a Medication Release Form indicating date, dosage and time to be administered.

IN CASE OF AN EMERGENCY

Who Do I Contact in Case of an Emergency?

Cathedral Church **Phone:** 843-760-2626
 Brandi Iskander **Phone:** 704-208-0558

Emergency Closing of School

Announcements regarding the closure of SummerQuest will be posted on the facebook page and emails will be sent to parents. In the event inclement weather necessitates the closing of SummerQuest before 6:00 pm, the following procedure will be followed:

1. The decision will be made by the Administration.
2. Faculty & staff will be notified.
3. Local radio and TV stations will be notified.
4. Children will be released to individuals indicated on the Authorization for Pickup Form.
5. Alternate arrangements for pickup of children may be arranged by parents contacting the office.

SPECIAL DAYS

Water Days

- Water Days are scheduled days when children will get wet.
- Please send a set of clothes to change into and a towel with your child on scheduled water days.
- Parents will need to provide water shoes / flip-flops / crocs and spray sunscreen.
- A t-shirt may be worn over swimsuits.

POLICY

Non-Discriminatory Policy

SummerQuest admits students of any race, color, national, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national, and ethnic origin in administration of its educational policies, admissions policies, or tuition assistance programs.