



<b>KAMP KIDLETS</b> <b>KAMP KIDLETS POLICY COMPLIANCE AGREEMENT 2010</b>
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**Safe Arrival and Departure of Kampers**

It is the responsibility of the parents/guardians, and the Kamper to ensure the safe arrival and departure of the Kamper. The following policies and procedures must be followed.

A Kamper is not under the care or control of Original Kids Theatre (OKTC) until the Kamper has been escorted to the drop off area and the attendance form initialled. Picking up or dropping off aKamper at the ground level door to the Market is not appropriate.

**Escort** your Kamper directly to the drop off area no more than 15 minutes prior to the scheduled session time.

**Initial** the attendance sheet to sign your Kamper into the care and control of OKTC

**Telephone** at least one hour prior to the scheduled session time if your Kamper will be absent.

**Remind** your Kamper that they must never leave our space on the mezzanine level of the Covent Garden Market at anytime during the session and that they must use only the OKTC washroom and not the public washrooms of Covent Garden Market.

**Meet** your Kamper at the drop off area at the end of the session.

**Initial** the departure sheet. Never remove your Kamper without ensuring that you have initialled the departure sheet.

**Be prompt** there is no supervision available after the session.

**Custody Matters**

There may be circumstances where there are concerns or restrictions as to who may or may not pick up a Kamper. If such circumstances exist, they must be made known to OKTC in writing at the time of registration. If after registration such circumstances change, OKTC should be informed in writing at the earliest possible opportunity. Copies of supporting Court Orders may be required.

**Photographs and Video**

Photographs and videos may be taken and from time to time used for promotion. Should you would prefer that your Kamper not be part of a published video or photograph, you must inform OKTC in writing at the time of registration.

**Refunds** – The refundable portion of the camp fee is as shown below:

Time of Withdrawal	Refundable Portion
After registration is processed and more than 60 days before the beginning of the Session	90%
After registration is processed and more than 45 days before the beginning of the Session	70%
After registration is processed and more than 30 days before the beginning of the Session	50%
After registration is processed and more than 15 days before the beginning of the Session	30%
After registration is processed and 15 or fewer days before the beginning of the Session	10%
After registration is processed and after the beginning of the Session	- nil -
Dismissal for absence or inappropriate behaviour	- nil -

The undersigned hereby acknowledges having read the foregoing and agrees to comply with the term thereof.

Parent/Guardian \_\_\_\_\_ Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010