

# Kreative Kidz

## Challenging Kids To Make Something...

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**Kreative Kidz enrichment programs** offer many benefits which are geared towards “Enriching”, “Educating”, “Empowering”, and “Encouraging” our Children and young adults to learn, Create, and grow academically, physically, and socially.

### After School Enrichment Program

\$60 per week per child (\$25 all-day daily fee per child) / Monday through Friday 2pm-6pm

This program offers recreation activities, computer lab/workshops (research and self-tutoring), study & homework lab, Criterion Test assistance, subject specific activities, and daily snacks. Service and transportation from the following schools is provided.

Campbell  
C.H. Gullatt  
The Main Street Academy

Oakley  
E.C. West  
Chattahoochee Hills Charter

Feldwood  
Liberty Point

Renaissance  
Wolf Creek

### Summer Camp Youth Enrichment Program

Hours of operation: 7am to 6pm Monday through Friday

Complimentary Drop Off Hours: 7am-9am

Complimentary Pickup Hours: 4pm-6pm

Core Activity Hours: 9am-4pm

### **Base Summer Camp:**

Registration Fee: \$35 per child

Program Fee: \$80 per week per child

Age Grade Group: PK, K, 1<sup>st</sup>, 2<sup>nd</sup>

### **S.T.E.M. Summer Camp:**

Registration Fee: \$50 per child

Program Fee: \$100 per week per child

\*1st week's program fee (and registration fee) **due at registration/enrollment**

Age Grade Group 1: 3<sup>rd</sup>, 4<sup>th</sup>, & 5<sup>th</sup>

Age Grade Group 2: 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, & 9<sup>th</sup>

The **Summer Youth Enrichment** program offers many benefits which are geared towards empowering our children and young adults with new and exciting opportunities to learn, create, and grow academically and socially. Participants are prepared for the new school year and provided with sports equipment, transportation for field trips, Kreative Kidz apparel, arts and crafts supplies, and daily snacks.

**Base Summer Camp:** Participants are prepared for the new school year and provided with enrichment and recreation activities, and “The Magical Professor” workshops, sports equipment, field trips, Kreative Kidz apparel, arts and crafts supplies, life, social, and team building skills, and daily snacks.

**S.T.E.M. Summer Camp:** Participants engage in an enhanced level of science, technology, engineering, and mathematics. Interactive, hands-on experiences will include robotics, engineering challenges, aerodynamics, digital animation, and architecture along with mathematic challenges which will assist in propelling the participant into the 21st century. Some requirements apply. Age grades: 3rd through 9th

All participants receive camp t-shirts and bags and are provided with enrichment and recreation activities, field trips, arts and crafts, life, social and team building skills, and daily snacks.

Enrichment handbooks are available upon request or may be downloaded from our website.

### Enrollment Forms:

The following forms must be completed and submitted to Kreative Kidz prior to your child participating in any Kreative Kidz program.

- Registration, Contact/Pickup, Immunization, Waiver, School Transportation Agreement

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### Policies & Procedures – Youth Enrichment Programs

- **Program Fees** - The program fee for **After School** - \$60 per child week per child; **Base Summer Camp** - \$80 per child per week or **S.T.E.M Camp** - \$100 per week per child is due every Friday to reserve the participant's seat for the following week. Failure to pay the program fee as stated above will result in a **late fee of \$25 per child**. This fee must be paid in addition to the program fee by close of business the following Monday or the **participant's service will be suspended** until all fees are paid (including late fees). **Part-time and All-day daily program fee is \$25 per child** when Fulton County Schools are closed and the Kreative Kidz Center is open from 7am-6pm. If program fees are not submitted when required, the participant's seat may be forfeited. Kreative Kidz reserves the right to **dismiss** any participant for lack of attendance, lack of payment, and/or behavior or performance issues. **Credit** for days of service not used **will not** be given. **Late Fees** – the center closes at 6pm Monday through Friday. Failure to pick up your child by 6:00pm will result in a **late pick up fee of \$5 per ½ hour per child**. This fee must be paid in addition to the program fee by the next scheduled date.
- **Hours of Operation** – After School Program operates from 2pm to 6pm Monday through Friday; Summer Camp program operates from 7am to 6pm Monday through Friday with complementary drop off hours between 7am and 9am and complementary pickup hours between 4pm and 6pm. All activities take place between the core hours of 9am and 4pm.
- **Breakfast & Lunch** – Complimentary daily breakfast/ lunch (summer camp only) and snack are available to participants. If bringing a bagged breakfast/lunch, please note that microwaves are not available for participant usage and refrigeration is available. Breakfast is from 7am-8:15am; Lunch is from 11:30am-2pm daily.
- **100% Participation** – Kreative Kidz programs are designed to be “participative” in nature. All participants are required to participate in any and all activities during the core hours between 9am and 4pm during our summer camp program. Participants are assigned teams and as team members each participant has a responsibility to their team to be present and actively involved in team activities.
- Kreative Kidz programs are **disciplined and structured**. Therefore, any participant who exhibits unsatisfactory behavior and/or performance will be prohibited from extra-curricular activities and/or field trips. **Kreative Kidz** exercises discipline techniques such as time-out and exclusion from said activities.
- **Dress Code** - Appropriate dress and hygiene is required at all times. No holes in shirts, pants, shorts, or shoes. **Summer Camp program only** - **Kreative Kidz** will provide Kreative Kidz t-shirts and camp bags. Participants must wear t-shirts during any and all activities of the summer camp program. **Failure to wear camp T-shirts will result in loss of participant privileges**. **Green t-shirts** are to be worn on Mondays, Wednesday, and Fridays. **Gold t-shirts** are to be worn on Tuesdays and Thursdays. Camp bags are a part of the uniform and are to be worn daily. **\*\*Additional t-shirts can be purchased for \$5 each.**
- **Escort** - No participant will be allowed to enter or leave the facility without being escorted by the parents/guardians, person authorized by parents/guardians, or facility personnel. No one under the age of 18 is permitted to sign participants in or out.
- **School Pickup** – Kreative Kidz must be **notified by 2pm** if your child will not be attending Kreative Kidz on any particular day. Notification is also required when Fulton County Schools dismiss students early due to inclement weather and your child **is not** being picked up by Kreative Kidz. **Also, parents are now required to notify Kreative Kidz Management in writing regarding days your child will be staying after school for other curricular activities and will not need to be picked up by Kreative Kidz**. This will ensure that all participants are picked up at the schools in a timely manner and that all participants are safe and accounted for. **Failure to adhere to this policy may result in a \$15 "no show" fee (per occurrence) being charged to your account**. If your child **misses the bus**, Kreative Kidz **will not return** to the school for pickup. In this case, it is the school's responsibility to contact the parent/guardian for pickup arrangements.
- **Updated Records** - Parents/Guardians are responsible for keeping the participant's records current to reflect any significant changes as they occur, e.g. telephone numbers, work locations, emergency contacts, participant's physician, participant's health status, immunization records, etc.
- **Parent Information Box** - Kreative Kidz distributes a variety of information related to participant activities, newsletters, program registration, policies, and much more on a frequent basis. The Parent Information Box is the best way to get any message out to our parents.
- **Field Trip Notification and Permission** – Parents/Guardians are required to give “signed” permission for all field trips. Field trip notification forms will be located in the Parent Box on a weekly basis for review. Parent signature along with a check mark in “Attend Field Trip” box located on the “Attendance Sign In/Out Sheet” indicates that your child has permission to attend the field trip scheduled for Tuesday and/or Thursday! **NOTE:** Field trips are a reward and incentive and must be earned. Therefore, participants who fail to meet behavior, attitude, and/or performance standards will not participate in field trips. Kreative Kidz reserves the right to exclude participants from field trips if a pattern of absenteeism is detected on “non field trip” days. **Note: In order for participants to attend any field trip, participants must arrive 15 minutes prior to departure times indicated on weekly field trip notice. Failure to do so will result in the participant remaining at the center with a staff member. Participants cannot be dropped off at field trip location(s)...NO EXCEPTIONS!** Note: **S.T.E.M.** field trip participation will be based upon individual student's “benchmark” achievements throughout the program.
- **Electronic Items** – **Only participants of rooms 1 & 3** may bring electronic games, mobile devices, iPads, and other electronics. Said devices are only allowed during authorized time periods such as...during bus rides on field trips and during intake (7am-9am) and outtake (4pm-6pm) hours. Cell phones must be set to silent or vibrate mode during program hours and are prohibited except for emergency purposes. Kreative Kidz is not responsible for lost or stolen items.

# Kreative Kidz Challenging Kids To Make Something...



## Registration Form

Program (please check one):  After School Resource Program – Year: \_\_\_\_\_  
 Summer Camp YEP – Year: \_\_\_\_\_ Base Camp: \_\_\_ STEM Camp: \_\_\_

### PARTICIPANT INFORMATION

Date	(Last)	(First)	(Middle)	(Generation)	Birthdate	Age	Grade Level / Grade Going Into
Present Address (Street, City, State, Zip)					Home Phone	Shirt Size (Summer Camp Only) Sm / Med / Lg / XLg	
School Name	Sex M / F	Race (Circle One) A-Asian/B-African American/H-Hispanic/M-Multiracial/I-Native American/W-Caucasian					

### PARENT/GUARDIAN INFORMATION - Complete a box for each parent/guardian; add page if necessary.

Name: _____	Name: _____
<i>Home Address + Phone If Different From Participant</i>	<i>Home Address + Phone If Different From Participant</i>
Address: _____	Address: _____
City/State/Zip: _____	City/State/Zip: _____
Home Phone: ( ) _____	Home Phone: ( ) _____
Alt/Cell Phone: ( ) _____	Alt/Cell Phone: ( ) _____
Occupation: _____	Occupation: _____
Work Name: _____	Work Name: _____
Work Address: _____	Work Address: _____
Work City/State/Zip: _____	Work City/State/Zip: _____
Work Phone: ( ) _____	Work Phone: ( ) _____
Relationship to Participant: (Circle One) Mother/Father/Stepmother/Stepfather/Legal Guardian/Other	Relationship to Participant: (Circle One) Mother/Father/Stepmother/Stepfather/Legal Guardian/Other
Contact With Participant Allowed: Y N	Contact With Participant Allowed: Y N
Resides With This Parent/Guardian: Y N	Resides With Parent/Guardian: Y N
Parent/Guardian Responsible for Participant: Y N	Parent/Guardian Responsible for Participant: Y N
Parent/Guardian Email: _____	Parent/Guardian Email: _____

### Medical Information Update

Family Physician: _____	Physician Phone Number: _____
Medical Problems: _____	
Current Medications: _____	
Allergies: _____	
Special Instructions: _____	

#### Persons To Contact In Case Of Emergency (and/or Pickup List):

Contact Name	Contact Phone	Address + Relationship

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## Contact/Pickup Form

Please use this form for additional contact/pickup persons that will be responsible for the below named participant.

Participant Name: \_\_\_\_\_

Contact Name	Contact Phone	Address + Relationship
_____	_____	_____

Contact Name	Contact Phone	Address + Relationship
_____	_____	_____

Contact Name	Contact Phone	Address + Relationship
_____	_____	_____

Contact Name	Contact Phone	Address + Relationship
_____	_____	_____

Contact Name	Contact Phone	Address + Relationship
_____	_____	_____

Contact Name	Contact Phone	Address + Relationship
_____	_____	_____

Contact Name	Contact Phone	Address + Relationship
_____	_____	_____

Contact Name	Contact Phone	Address + Relationship
_____	_____	_____

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

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**Immunization Records**

Kreative Kidz requires evidence of age-appropriate immunization records on file for your child(ren).

According to the Georgia Department of Public Health Rules (Chapter 290-5-4), any child attending a school or childcare program must present proof that their immunization records are current. The proof is Certificate of Immunization (Form 3231), which must be kept on file and available for inspection by authorized health officials.

The Bright From the Start: Georgia Department of Early Care and Learning Rules and Regulations for Child Care Learning Centers, (Chapter 591-1-1), and Group Day Care Homes, (Chapter 290-2-1) also state the facility must have "evidence of age-appropriate immunizations or a signed affidavit against such immunizations shall be maintained for each child enrolled in the center" and "No child shall continue enrollment in the center for more than thirty (30) days without such evidence."

***Please submit this information within two weeks of enrollment. Without this documentation, we may no longer be able to service your child(ren) in our program.***

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Parent/Guardian Signature

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Date

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## Registration Waiver Form

Program (please check one):  After School Resource Program – Year: \_\_\_\_\_  
 Summer Camp YEP – Year: \_\_\_\_\_ Base Camp: \_\_\_ STEM Camp: \_\_\_

This waiver must be fully completed and turned in before participating in any Kreative Kidz program. The waiver is valid for the program term of the specific program listed below. Participants/parents/guardians are responsible for informing Kreative Kidz about changes that occur during the program term. A completed waiver must be on file for each participant for each program registered.

Participant Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

## Participant Agreement

In signing this agreement, I certify that my child is able to participate fully in the program unless otherwise stated in writing to Kreative Kidz. In case of voluntary withdrawal, I understand that there will be no refund of fee for period concerned. As part of our overall program, participants are occasionally asked to be photographed or videotaped or have their work displayed. Unless indicated to the contrary below, Kreative Kidz will assume that you or your child may be photographed or videotaped by Kreative Kidz staff, and also that the participant's likeness, name, performance, artwork or written work may be used.

I give permission to the Kreative Kidz to transport my child by van or bus for purposes intended for the program(s) above. Parents/Guardians must notify Kreative Kidz when the participant will not be attending the program.

I also agree to make payment of all program fees (including any late fees or return check fees) as specified by Kreative Kidz management.

No participant will be allowed to enter or leave the facility without being escorted by the parents/guardians, person authorized by parents/guardians, or facility personnel.

Parents/Guardians are responsible for keeping the participant's records current to reflect any significant changes as they occur, e.g. telephone numbers, work locations, emergency contacts, participant's physician, participant's health status, immunization records, etc.

Kreative Kidz requires evidence of *age-appropriate immunizations* or a signed affidavit against such immunizations. Parents/Guardians are responsible for submitting *updated immunization records* on a routine basis.

## Informed Consent and Release of Liability

In consideration of my child, (the "participant" name listed above) being allowed to participate in KREATIVE KIDZ programs conducted by KREATIVE KIDZ (the "program"), and to engage in activities related to the Program, including but not limited to participating in program field trips, I, on behalf of myself and the Participant, do hereby waive, release and forever discharge, and indemnify and hold harmless, KREATIVE KIDZ and its officers, agents, staff members, and representatives from any and all claims, suits, actions, damages, losses, liabilities, costs, and expenses (including attorneys fees and court costs), of any kind or nature whatsoever, incurred for injuries and/or damages to person and/or property, including those caused by the negligent act or omission of any person or entity released, arising out of related to participation by the Participant in the Program.

Should my child suffer an injury or illness while in the care of KREATIVE KIDZ and the facility is unable to contact me/us immediately, it shall be authorized to secure such medical attention and care for the child as may be necessary. I/we agree to keep the facility informed of changes in telephone numbers, etc. where I can be reached. The facility agrees to keep me informed of any incidents requiring professional medical attention involving my child.

I have read the Parent Handbook and agree to the policies and standards set forth within. I also certify that I have read and understand the Participant Agreement and the Informed Consent and Release Liability and that by signing it I intend to be bound legally and to bind the participant and our perspective heirs, executors, administrators, successors, and assigns.

\_\_\_\_\_  
(Parent/Guardian)

\_\_\_\_\_  
Date

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Transportation Agreement Form  
(Complete for After School Program Only)

This is to Certify that I give *Kreative Kidz* permission to transport my child from school between the hours of **2:00pm and 4:15pm** to the *Kreative Kidz Center*.

My child, \_\_\_\_\_, attends the following school and will be picked up from that school and dropped off at the *Kreative Kidz Center* at the specified times listed below (please check the appropriate school):

<u>School</u>	<u>Address</u>	<u>Pick Up</u>	<u>Drop Off</u>
_____ Campbell	91 Elder Street, Fairburn, GA 30213	2:20 pm	2:40 pm
_____ Feldwood	5790 Feldwood Road, College Park, GA 30349	2:20pm	3:00pm
_____ Gullatt. C.H.	6110 Dodson Drive, Union City, GA 30291	2:20 pm	2:40 pm
_____ Liberty Point	9000 Highpoint Road, Union City, GA 30291	2:40 pm	3:00 pm
_____ Oakley	7220 Oakley Terrace, Fairburn, GA 30213	2:45 pm	3:00 pm
_____ Renaissance	7250 Hall Road, Fairburn, GA 30213	2:30 pm	2:40 pm
_____ West, E.C.	7040 Rivertown Road, Fairburn, GA 30213	2:20 pm	2:40 pm
_____ Wolf Creek	4440 Derrick Road, Atlanta, GA 30349	2:45 pm	3:00 pm
_____ Main St Academy	3480 E. Main Street, College Park, GA 30337	3:30pm	4:00pm
_____ Chattahoochee Hills	9670 Rivertown Road, Fairburn, GA 30213	3:30pm	4:00pm

Transportation will be provided on the following days (School Recreation program):

- \_\_\_\_\_ Monday
- \_\_\_\_\_ Tuesday
- \_\_\_\_\_ Wednesday
- \_\_\_\_\_ Thursday
- \_\_\_\_\_ Friday

Please refer to **Contact/Pickup Form** for authorized persons to receive my child. In the event the authorized person is not present to receive my child, the following procedures are to be taken:

*Kreative Kidz management will notify the parents/guardians by telephone that the authorized persons have not received the child. Parents/guardians must pick up the child as soon as possible. Failure to pick up your child by 6:00pm will result in a \$10 per ½ hour "late pickup" fee per child.*

The school is between 3 and 10 miles from the *Kreative Kidz Center*. In the event that my child is not to be transported as outlined above on any given day, I agree to notify *Kreative Kidz* by 2pm of that day. Failure to adhere to this policy will result in a \$15 "no show" fee (per occurrence) being charged to my account

Signature (Parent/Guardian)

Date