

Iron Kids Cedar Summer Camp Policy Handbook 2025

PROGRAM OPERATIONS

➤ Program Information

- Program dates are June 2 through August 1, 2025
- Program hours are 9:00am to 5:00pm, Monday-Friday
- Holidays/ Program Breaks: June 30-July 4 **There will be no summer camp on these days.**
- Costs
 - \$25 non-refundable registration fee
 - \$155 per week, per child
 - Additional field trip fees depending on weekly field trips (see summer calendar weeks 2, 5, 6, & 8)

➤ Drop-off

- Drop-off is from 9 to 10am on the north side of Fiddlers Elementary ***for the month of June.***
- **Drop-off in July is at Main Street Park** at the main pavilion to the South of the library on 100 East.
- Summer camp and childcare begin at 9:00 am unless you have pre-registered for early drop-offs. (See information below)
- There is a fee for early drop-offs if your child is not enrolled in the early drop-off program at the time of registration.

➤ Pick-up

- Pick-up is promptly at 5:00pm
- We usually return from field trips between 4:15 and 4:45pm
- Occasionally, pick-up will be at different locations such as the aquatic center or Canyon Park, please refer to the weekly email for pick-up locations.
- There is a fee for late pick-ups unless you are enrolled in the late pick-up program (See information below)

➤ An email will be sent out each weekend with the details for the upcoming week including the daily activities, what children need to bring, and where pick-up will be.

- This is where you will need to look for the most accurate information on the schedules and pick-up locations.
- Although we try to stick as closely as possible to the calendar, unforeseen changes do arise. **Any changes or importation information will be emailed to you, please give us the email address where you will be most likely to see our communications.**

➤ **Extended Day Programs**

- You may enroll in the Extended Day programs if you anticipate you will need early/late care on a regular basis.
- Each program is \$5 extra per day, \$25 extra per week per child.
- If you need both early drop-off and late pick-up, it is \$50 extra per child, per week.
- You can choose which early/late program you need when completing the registration form for each child.

➤ **Early Drop-Off/Late Pick-Up Fees**

- Please understand that if you are not enrolled in the early drop-off or late pick-up program you are subject to \$1 per minute fees for drop-off before 9:00am and pick ups after 5:05pm.
- The same late fees apply to those enrolled in Extended Day programs for drop-offs before 8:30am and pick-ups after 5:35pm.
- Early drop-off/late pick-up fees are due before children may return to programming and can be paid via Venmo or through the [Payment Page](#) on our website.

➤ **What to Bring:**

- Backpack daily to easily carry and keep track of things.
- We provide breakfast, lunch, and a snack each day.
- You are welcome to send a home lunch and/or snacks with your child if you would like
- Spending money (always optional) - On some of our field trips there will be places to buy things such as concessions and gift shops. You absolutely are not required to send money, but you may if you would like to.
 - Please remind your child to always keep their money in a safe place. We will only hold money for a child if it is in a ziplock bag and clearly labeled with the child's first and last name and the amount that was sent. We will not hold money that is not labeled.
- **We are not responsible for any lost items or items left at the park, please do not send valuable items with your child**

➤ **Contact Information**

- James Jordan, Program Director: (435) 592-5208
- Ann Davis, Site Coordinator: (435) 862-0969
- Administrative staff: admin@ironkids.org

ATTENDANCE

➤ **Signing In/Out**

- You will need to physically sign your child in and out each day.

- There will be a binder with a roll sheet for you to sign the time and your initials when you drop off and pick up your child. This must be done at drop off and pick up every day.
- Only approved adults, listed on the registration form, are allowed to pick up children. ID may be required if anyone other than parents is picking children up.
- If you need to add an approved adult for your child please email us at admin@ironkids.org

➤ **Early Pick Up**

- Kids can be picked up early, please refer to the weekly email to see where we will be at the time they need to be picked up.
- Contact James Jordan (435)592-5208 or Ann Davis (435) 862-0969 if you need to pick your child up early and make sure your child is signed out on the form.

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- Only approved adults, listed on the registration, form are allowed to pick up children, ID may be required if anyone other than parents are picking children up.
- If you need to add an approved adult for your child please email us at admin@ironkids.org

➤ **Early Drop-Off/Late Pick-Up Programs**

- As noted above, you may enroll in the Early Drop-Off and/or Late Pick-Up programs if you anticipate you will need early/late care on a regular basis.
- Each program is \$5 extra per day, \$25 extra per week per child.
- If you need both early drop-off and late pick-up, it is \$50 extra per child, per week.
- You can choose which early/late program you need when completing the registration form for each child.
- Please understand that if you are not enrolled in the early drop-off or late pick-up program you are subject to \$1 per minute fees for drop-off before 9:00am and drop-offs after 5:05pm.
 - The same late fees apply to those enrolled in early drop-off/late pick-up participants for drop-offs before 8:30am and pick-ups after 5:35pm.

SAFETY

➤ **Weapons**

- Do not bring weapons of any kind to the program! If weapons are found children will be sent home immediately and given one chance to return to the program.

- Second offenses will result in expulsion from the program for the remainder of the summer.

➤ **Swimming**

- We do not teach children how to swim. There are lifeguards at all swimming pools we go to and our staff monitor children in the pools.
- If you are concerned about your child's swimming ability, please consider keeping them home on the swimming days.

➤ **Medical Concerns**

- Please be sure to list all medical concerns and allergies on the registration form and communicate any individual needs your child may have with program staff.
- The registration form is where we look for medical information, if it is not listed there in detail, we are not able to make needed accommodations for the child.
- IEP and academic accommodations do not apply in this program.

➤ **Electronic Device Policies**

- Electronic devices other than cell phones are not allowed in the program, do not send them with your child. This includes ipads, chromebooks, laptops, gaming devices, etc.
- To ensure the safety of all children in the program, cell phone use is prohibited except to call or text parents with staff supervision. Children are not allowed to take videos or pictures of other participants.
- Repeated unauthorized use of devices may result in removal from the program.

➤ **Transportation**

- Children are transported on a school bus driven by licensed bus drivers with ICSD bus driving experience.

STAFF

- All staff members
 - Are trained in First Aid and CPR,
 - Have passed Utah State background checks,
 - Are 18 years of age or older.
- We maintain an adult to child ratio of 1:15 (1 adult to 15 or less kids).

BEHAVIOR EXPECTATIONS

1. Children will treat all peers and staff members with respect and dignity.
2. Children are expected to promptly follow instructions from staff, this is especially important on field trips.
3. Bullying, both verbal and physical, will not be tolerated.
 - a. If bullying occurs, staff will speak with the children involved and parents will be notified of the incident.

- b. If the behavior continues children will be removed from the program.
- 4. We expect all youth to engage in conversations that are appropriate for the setting.
 - a. This includes not talking about sexually explicit topics, religion, politics, violence, swear words, etc.
 - b. If children are redirected to change their conversations or choice of words and it does not change, parents will be contacted to resolve the problem.
 - c. If the problem persists after parents have been contacted, children will be removed from the program.

PAYMENTS

- **Registration is not complete and spots in the program are not saved until the registration fee has been paid. Please visit our website to make payments.**
- Parents are responsible to pay for all weeks their child is registered for, even if they do not attend.
- If your child is enrolled in the early drop-off/late pick-up options, the additional fee is due each week the child is registered for whether or not they are dropped off early or picked up late. The additional fee payment option for the extended day programs can be found on our website with the weekly tuition payments. You may
- There are no free or reduced tuition options this year, please begin your DWS assistance application early to ensure your child can attend when the program starts.
- The DWS site you will use for your assistance application is Iron Kids Fiddlers regardless of what school your child attends.
- You will be required to pay tuition above what the state pays if it doesn't cover the entirety of tuition costs.
- Payments are due on or before the Friday prior to each week.
- Please communicate with us about any payment issues or delays as soon as possible so we can work with you and make sure there is no interruption in your child being able to attend the program.