

Summer time @ Hopwood!

Hopwood Camp provides many fun, informal and supportive opportunities for children to recognize and strengthen their talents and to grow in self confidence. Situated on 8.5 acres in Towamencin Township, the Hopwood Camp is the summer continuance of the Hopwood School founded in 1968. The Hopwood Camp, established 1981, is divided into three programs; "Lower" Camp (ages 3-5), "Middle" Camp (ages 6-8 rising 1st, 2nd and 3rd grades) and "Upper" Camp (ages 9-12, rising 4th, 5th, 6th and 7th grades).

Hopwood has consistently been voted "The Best" and "One of the Best" in local Readers' Choice Awards for decades.

Philosophy - "Children learn by doing". We provide activities which engage the camper in active participation. Campers are encouraged to explore ways to work as individuals and together as a team, to resolve problems and to build friendships. All camp activities are structured so that they are interesting, challenging, rewarding and fun.

Staff - Our counselors, lifeguards and support staff are comprised of teachers and aides from the Hopwood School, local public school teachers, college students majoring in education, and other energetic and qualified individuals chosen for their specific and general skills. All staff have First Aid training and background checks / clearances. A staff member trained in CPR is available on campus at all times.

Centers & Facilities - Lower, Middle and Upper Camps offer activity centers in Arts & Crafts, Games, Gardening, Music, Nature, Reading, Swimming, and more. Middle and Upper Camps offer additional activity centers in Archery, Sports, Challenge, Woodworking, Dance and Drama. Hopwood facilities include two Swimming Pools, a Basketball Court, Tennis Court, Soccer Field, Kick Ball / Softball Field, Volley Ball Court, Nature Trail, Archery Range, Game Room and Play Equipment.

Swimming - Campers learn confidence and practice skills in our two graduated-depth, state certified pools. All lifeguards are certified. Instructors and assisting counselors are trained in water safety. All instructors understand that individual campers have different skill levels and feelings about the water. Lessons occur daily in the morning with free swim periods in the afternoon.

Camp Hours and Extended Care - Hopwood Camp runs Monday through Friday from 9:00 a.m. to 3:15 p.m. for full day campers, 9:00 a.m. to 12:00 a.m. for half days (half days and part time schedules available to Lower Camp only). We provide "before and after" Camp Care from 6:30 a.m. to 9:00 a.m. and 3:30 p.m. to 5:30 p.m. for an additional fee.

Register ASAP! Our Camp always sells out! Carefully read all of this packet's information sheets and follow the outlined registration procedures.

Our new registration procedures allow for currently enrolled Hopwood Preschool and Kindergarten families to start registering first. Subsequently, registration for previously attending summer camp families is opened two weeks before open registration for new families.

Once registration is opened to everyone, all registrants will be treated without preference. As age groups and weeks fill, they will be posted in real time on the registration website.



HOPWOOD SCHOOL & CAMP

1520 Quarry Road • Lansdale, PA • 19446
215.368.1135 • www.hopwoodschooll.com

IMPORTANT stuff to know

Be PREPARED to have FUN! - Hopwood is an active camp with a lot to offer. To insure your camper is prepared to spend a safe and fun filled time please make certain that your camper comes each day with the following:

Lunch and a snack (if your camper is staying for a full day)
Hopwood provides one daily snack for your camper •
Bathing suit • **SWIMSHIRT** • Sunscreen • Towel • Slip on shoes
(i.e. flip flops) for pool sessions • **SNEAKERS** and socks • Plastic bag
for wet clothes • Sweatshirt • Water bottle • A smile • A desire to have FUN!

Your camper will be very active at Hopwood! Please send your child to camp in play clothes and **SNEAKERS** that can get dirty! Clothing and other belongings can be misplaced, so please clearly label all personal property with your child's name or initials. Lost and found tables are provided for your convenience.

Typical daily schedule - Your Lower Camper will start and end their day with "circle", a time dedicated to reviewing the day's activities and addressing camp wide topics. Mornings are filled with daily swim lessons and crafts, storytime, music and more. Afternoons are filled with free swim and age appropriate activities. Specific activities vary daily and weekly within this general daily schedule. Schedules are modified for rainy or extreme heat days.

Attendance policies - If your child cannot attend camp on his / her scheduled day(s), other day(s) cannot be substituted. There is no refund for casual absences. Hopwood Camp will not tolerate foul language, the hurting of others, or deliberate non-compliance of the general camp rules. Hopwood Camp reserves the right to dismiss any camper if the camp director feels it is in the best interest of the camp and other campers. Unused monies will be returned accordingly if a camper is dismissed. If your child is under the care of a physician and cannot attend camp, please let us know. Please advise the camp director as to any special conditions, allergies or medications he / she requires during camp. Please advise the camp director of any updates to information related to your child.

Directions - Hopwood School & Camp is located one mile from the Lansdale exit of the N.E. Extension (476) at 1520 Quarry Road, Lansdale, PA 19446 (Towamencin Township). The easiest way to get to Hopwood is off of Forty Foot Road (From Hatfield or Lansdale head SW on Forty Foot from 309, Welsh or Allentown Roads. From Harleysville or North Wales Head NE on Forty Foot from Summneytown Pike). Take Forty Foot Road until the intersection with Quarry Road (Christopher Dock High School). Turn onto Quarry Road. The Camp is located near the bottom of the hill on the right just before intersection with Keeler Road.

Drop off and pick-up procedure - Drop off and pick-up for all ages of campers is at the school building (1520 Quarry Road). Do not block others by parking directly in front of the school doors. Please control your children in the parking lot at all times. Parents may park and walk their child to their assigned camp. Please form two lines when entering the school parking lot for pick-up. Lower Campers will be ready for departure at approximately 3:15. Parents are asked to stay in their cars during pick-up so that their camper can be safely escorted to the car by staff. This procedure allows us to expedite departures and prevent traffic problems. Lower campers leaving at 12:00 will be brought out to the front steps by their counselor for parent pick up. If you need to park during pick-up please park in the spaces on the exit side of the lot to avoid being parked in by the car lines. Hopwood does not provide transportation to and from camp. Services are provided and admissions/referrals are made without regard to race, color, religious creed, ancestry, sex, handicap or national origin.



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215-368-1135 · Fax 215-361-2545 · www.hopwoodschoo.com · heidi@hopwoodschoo.com

LOWER CAMP 2020!

Welcome! We are excited for another great summer at Hopwood! Our projects and events will focus on fun weekly themes. Many of our teachers and counselors are returning this summer to plan and supervise our fun activities! The Lower Camp program is for children ages 3 to 5 (including children that have yet to attend kindergarten). Lower Camp utilizes our Preschool Facility, Playgrounds and Pools. Your child's time is divided between indoors and outdoors. The children enjoy Arts & Crafts, Daily Swimming Lessons, Singing, Music, Games, Stories and Nature Walks. Experienced, competent teachers and counselors supervise small groups. State mandated adult to child ratios are maintained. Our certified swimming instructors always encourage the children to participate in the lessons but never force them to do so. The ratios are one adult to five children at the Lower Camp swimming pool. The pool is a graduated depth pool that allows preschoolers to walk in the shallow end if they are not yet able to swim. **Lower Campers MUST BE POTTY TRAINED before the start of their Summer session.** Parents are always welcome to watch swimming lessons. Lower campers are also invited to watch events presented by the Middle and Upper campers such as Talent Shows, Dances, Special Guests and Plays.

PLEASE CAREFULLY READ ALL OF THE INFORMATION IN THIS PACKET!

*****IMPORTANT POLICY CHANGE FOR 2020:** (1) We are using CampSite as our new registration provider. On their advice, we did not export 2019 family information to their database. Therefore, ALL RETURNING FAMILIES will be registering as NEW FAMILIES in 2020. (2) The \$10 per week booked registration fees will no longer be collected at the time of registration but will be added to your tuition bill. (3) Deposits, however, are payable at the time of registration. (4) Sibling discounts have been raised to 13% to compensate for the fact that CampSite cannot wave registration fees for sibling registrants. (5) Hourly Extended Care will now be handled on paper rather than online. See below for more information. (6) We will no longer be taking eChecks as payment. (7) As always, help us help other families enjoy the Hopwood experience! Please, do not deliberately overbook weeks with the intention of canceling! ONLY BOOK weeks that you want!

See you this Summer!

Heidi Hopwood Geverd

Owner / Director

Be prepared for online registration!

Online registration will only take a few minutes if you have everything ready for entry. The system will NOT LET YOU REGISTER for camp unless you fill out all of the required information and pay for the deposit. Tuition balances can be paid at any time prior to 5/6/2020.

Registration Checklist - have the following information / decisions ready BEFORE you register:

- Your camper's age as of September 1, 2020 (determines the age group in which your camper will be placed)
- The weeks you want to attend Hopwood Summer Camp
- Decide if you want the Full Extended Care option. This discounted extended care package is for before / after camp care (Lower Camp only). Available online during registration.
- Decide if you want the Hourly Extended Care option. This extended care option is for care for before / after camp care. (Upper, Middle and Lower Camps). Calculating and purchasing this option is handled offline using an emailed form.
- Personal contact information
- Work contact information
- Name(s) of individual(s) and their contact information that you designate as emergency pickup or contact if you are not available
- Name(s) of individual(s) and their contact information that you designate for pickup other than yourself (if applicable)
- Your physician's / healthcare provider's contact information
- Your insurance company's name and your policy number
- Your camper's T-shirt size (if you are in doubt, we suggest you think a size up!).

	Child MD	Child LG	Adult SM	Adult MD	Adult LG
SHIRT WIDTH*	16"	17"	18"	20"	22"
SHIRT LENGTH*	20"	22"	28"	29"	30"

**Actual sizes may vary slightly.*

- Your camper's allergies and / or medications
- Have your credit card ready for check out.

Lower Camp Hours

- Hopwood operating hours are 6:30 a.m. to 5:30 p.m..
 - Camp hours are from 9:00 - 12:00 p.m. for 1/2 days and 9:00 a.m. to 3:15 p.m. for full days.
 - Half days 9 a.m. to 12 p.m. / Full days 9 a.m. to 3:15 p.m.
 - Extended Care options cover the difference in time between operating hours and camp hours. 6:30 a.m. to 9:00 a.m. and 3:15 p.m. to 5:30 p.m.
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Lower Camp Dates

Camp runs 12 weeks / Starts Week 01* on Monday 6/1/2020 - ends Week 12 on Friday 8/21/2020.

Hopwood Camp will be CLOSED Friday, July 3, 2020.

*For registration purposes, please note that Camp weeks are numbered Week 1 through Week 12. Lower Camp starts Week 1 and Middle / Upper Camps start Week 3.

2020 Weekly Sessions:

WEEK 1 (6/1 to 6/5/20), **WEEK 2** (6/8 to 6/12/20), **WEEK 3** (6/15 to 6/19/20) **WEEK 4** (6/22 to 6/26/20),
WEEK 5 (6/29 to 7/2/20), **WEEK 6** (7/6/ to 7/10/20), **WEEK 7** (7/13 to 7/17/20), **WEEK 8** (7/20 to 7/24/20),
WEEK 9 (7/27 to 7/31/20), **WEEK 10** (8/3 to 8/7/20), **WEEK 11** (8/10 to 8/14/20), **WEEK 12** (8/17 to 8/21/20)

Lower Camp registration fees and deposit requirements

• The non-refundable / non-transferable Camp registration fee is \$10 PER WEEK BOOKED for FULL WEEK registrations and \$5 for PARTIAL WEEK registrations. Registration fees cannot be waived for siblings in CampSite, however, sibling discounts on tuition have been raised to 13% to compensate for this inconvenience. Registration fees do not apply to tuition. **A PER PROGRAM / PER CAMPER DEPOSIT IS REQUIRED at registration (2 days / \$20, 3 days / \$30, 5 days / \$50). Deposits are applied to tuition. Deposits are refundable through 3/25/2020 (minus 2.5% if paid by card). Deposits are non-refundable after 3/25/2020. All changes to camper schedules MUST be made PRIOR to 3/25/2020 to avoid forfeiture of the deposit.**

Lower Camp tuition rates (per week)

3 day MWF program - 1/2 day \$90 / Full day \$155 (\$18 additional for full extended care)

2 day TTH program - 1/2 day \$60 / Full day \$105 (\$12 additional for full extended care)

5 day M to F program - 1/2 day \$150 / Full day \$260* (\$30 additional for full extended care)

Lower Camp Extended Care options and rates

- Full Extended Care - This online option is only available to Lower Camp families that require additional care beyond normal camp program hours. It is a discounted WEEKLY fee of \$18 (MWF 3 day) program, \$12 (TTH 2 day) program or \$30 (M to F 5 day) program for unlimited extended care. Sibling discounts do not apply to this option.
 - Hourly Extended Care - This offline option allows families to purchase hourly extended care on an ala carte basis beyond normal camp program hours. This option is billed at \$6 / hr. Sibling discounts will apply for this option (Camper 1 @ \$6/hr, Camper 2 @ \$2/hr, Camper#3 @ \$2/hr, Camper 4 or more free).
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Forms will be sent by email if you choose this option during the Family Questions portion of registration.

Billing:

1. You must pay the registration deposit by credit card.
 2. You can pay for your tuition by credit card or check / cash in person or mail. The Director will credit your account accordingly if you pay by check / cash. Please allow time for credit to be applied if you are paying by check / cash.
 3. IMPORTANT! Tuition is due in FULL by 5/6/2020. Credit card (Visa, Master Card) or personal check / cash are accepted. You can pay your tuition bill at any time prior to the payment deadline of 1:00 p.m. 5/6/2020. If you do not pay prior to the deadline, your account will be charged using the method of payment you used for registration to pay the full tuition balance. You can pay your tuition bill online through the account you created during registration, by mail (payable to Hopwood School & Camp, 1520 Quarry Rd., Lansdale PA, 19446) or in person at Hopwood. Again, please allow time for credit to be applied if you are paying by check / cash.
 4. An email reminder will be sent to all families that have outstanding tuition balances approximately 1 week prior to the 5/6/2020 tuition deadline.
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Registration and Enrollment procedure and policy - IMPORTANT! PLEASE READ CAREFULLY!

Our registration system is self-explanatory. However, there are specifics that require your attention before you register.

For 2020 ALL FAMILIES, returning or new, will register as a **NEW FAMILY**.

NEW FAMILIES can reserve weeks, create an online account, pay the deposit and pay tuition (if you choose to do so) at the time registration. Weeks can be added or deleted at this time as long as it is prior to checkout and payment. Registration is not complete until the deposit fee(s) is paid. The system will not hold your weeks if you do not pay the deposit fees.

CampSite asks for all Family, Emergency and Medical information upfront as well as all Camper specific information. After that information is collected you are prompted to enroll your camper(s). CampSite registers one camper at a time through to check out. If you are registering more than one camper, please note that you will be prompted to register additional campers after the checkout of your first.

After you have entered your Family and Camper information, you will receive an email with a temporary password and a link to your new **Parent Dashboard**. You may log back into the system at any time. Please note:

1. CampSite WILL NOT ALLOW you to DELETE or SWITCH WEEKS after your initial registration. To delete or switch weeks you must email the Director, Heidi Geverd at heidi@hopwoodschool.com. To avoid forfeiture of your deposit, cancellations must be made

PRIOR to 3/25/2020. The Director will delete / switch weeks (if they are available).

2. You may log into your Parent Dashboard at any time to pay the balance of your tuition bill, print a receipt for your tax records or edit contact information.

Sibling registration / tuition discounts for all Camps:

As a courtesy to families with multiple campers, the system will apply a 13% Sibling Discount on the tuition portion of your fees. The first camper pays full tuition, subsequent campers receive the discount. **PLEASE REGISTER THE CAMPER ATTENDING HOPWOOD FOR THE GREATEST NUMBER OF WEEKS FIRST.** If the camper with the greatest number of weeks is not registered first, the Director reserves the right to revise the difference owed for tuition (if applicable). Please help us help you! If you do not register siblings during the same registration session, you will not receive our sibling tuition discount.

Lower Camp MWF, TTH and FULL WEEK registration:

1. To accurately track registrations and control ratios, the system will only display the Monday, Wednesday, Friday (MWF 3 day) program and the Tuesday, Thursday (TTH 2 day) program for each week of camp. To book the full week (Monday through Friday 5 day) program you **MUST SELECT BOTH the MWF 3 day and the TTH 2 day programs for each week you wish to attend.**
 2. After you choose your programs and weeks you will be prompted to choose the program options of 1/2 day and full day. On the next page you will be asked if you want Full Extended Care. All options you choose will be calculated by the system and will be added to your tuition bill automatically. If you only want Hourly Extended Care, answer yes to that option in the initial Family Questions portion of enrollment and we will send you a form by email.
 3. Family Information portion of enrollment and we will send you a form by email.
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Cancellations or rescheduling:

1. To repeat, once you have completed registration you can only change or cancel by contacting the Director. **To avoid forfeiture of your deposit, cancellations must be made PRIOR to 3/25/2020.** The Director will delete or switch weeks (if they are available).
 2. The non-refundable registration fees are non-transferable.
 3. If you cancel weeks after 3/25/2020 and you paid your tuition balance before 5/6/2020 with credit card, you will be refunded your monies MINUS THE DEPOSIT and MINUS 2.5%.
 4. **If you do not contact the Director to cancel, Hopwood will charge the method of payment you used for registration to pay the full tuition balance on the 5/6/2020 due date. TUITION IS NON- REFUNDABLE AFTER THIS DATE.**
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Waiver:

1. At final checkout for the registration process you will be asked to sign a waiver. There are a number of important items for review and approval on the waiver including our Hopwood Code of Conduct.

Please read it carefully and print it out for your records.

Child Health Assessment Form and Civil Rights Compliance Form:

1. Lower Camper families must complete and return the Child Health Assessment form. Families currently attending Hopwood School do not need a new health assessment if it is current within the last school year.
 2. By signing the Waiver during registration you will be acknowledging receipt of the Civil Rights Compliance form. You do not need to sign it or return it. Please keep it for your records.
 3. Both forms are a part of this packet (below) and are also available for download in the FORMS page of your Parent Dashboard.
 4. Please DO NOT mail us any forms except for the Child Health Assessment Form. We will print the other forms in-house from our registration system. ONLY the Child Health Assessment form should be printed, filled out BY YOUR PHYSICIAN and mailed to Hopwood.
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Post registration

1. You will receive a confirmation email with a recap of the dates registered and when final payment is due. The confirmation is sent to the email address associated with your camper's account.
2. At the beginning of the summer your child will receive an informational letter in the mail from their counselor. Please keep this letter and review it prior to your camper's start date.
3. Please refer to your account to verify your camper's schedule. Every year, campers either miss camp or come on weeks they are not registered. Make sure you access your online account to verify your weeks.

HOPWOOD 2020 Weekly Sessions

with Middle and Upper Camp Field Trips

USE THIS QUICK REFERENCE SHEET DURING REGISTRATION

LOWER CAMP ONLY IN SESSION

Week 1: June 1 - 5

Week 2: June 8 - 12

UPPER, MIDDLE & LOWER CAMPS IN SESSION

Week 3: June 15 - 19

MIDDLE CAMP TRIP Thursday 6/18 Elmwood Zoo

Week 4: June 22 - 26

UPPER CAMP TRIP Thursday 6/25 Lazer Tag

Week 5: June 29 - July 2

MIDDLE CAMP TRIP Thursday 7/2 Gigglesberry Fair)(Camp CLOSED Friday, July 3

Week 6: July 6 - 10

UPPER CAMP TRIP Thursday 7/9 Predator & Prey @ Bucks County Audubon Society

Week 7: July 13 - 17

MIDDLE CAMP TRIP Thursday 7/16 Pottsgrove Manor Hands on History

Week 8: July 20 - 24

UPPER CAMP TRIP Thursday 7/23 Dorney Park

Week 9: July 27 - 31

MIDDLE CAMP TRIP Thursday 7/30 Bowling

Week 10: August 3 - 7

MIDDLE CAMP TRIP Thursday 8/6 Ambler Theater Play

Week 11: August 10 - 14

UPPER CAMP TRIP Thursday 8/13 Bowling

Week 12: August 17 - 21

UPPER CAMP TRIP Friday 8/21 Ice Skating

CHILD HEALTH ASSESSMENT

Parents & Child Care Providers fill-in this part.

Parents may write immunization dates, health professionals should verify and complete all data.

CHILD'S NAME: (LAST)	(FIRST)	PARENT/GUARDIAN:
DATE OF BIRTH:	HOME PHONE:	ADDRESS:
CHILD CARE FACILITY NAME:		
FACILITY PHONE:	COUNTY:	WORK PHONE:

PA child care providers must document that enrolled children have received age appropriate health services and immunizations that meet the current schedule of the American Academy of Pediatrics 141 Northwest Point Blvd., Elk Grove Village, IL 60007. The schedule is available at < www.aap.org > or Faxback 847/758-0391 (document #9535 and #9807). Print copies provided by DPW have the schedule on the back of the form.

Health history and medical information pertinent to routine child care and emergencies (describe, if any): <input type="checkbox"/> NONE	Date of most recent well-child exam: _____
Allergies to food or medicine (describe, if any): <input type="checkbox"/> NONE	Do not omit any information. This form may be updated by health professional. (Initial and date new data.) Child care facility needs 2 copies.

LENGTH/HEIGHT	WEIGHT	HEAD CIRCUMFERENCE	BLOOD PRESSURE
_____ IN/CM %ILE _____	_____ LB/KG %ILE _____	_____ IN/CM %ILE _____	(BEGINNING AT AGE 3) _____ / _____

PHYSICAL EXAMINATION	IF ABNORMAL - COMMENTS
<input checked="" type="checkbox"/> =NORMAL	
HEAD/EARS/EYES/NOSE/THROAT	
TEETH	
CARDIORESPIRATORY	
ABDOMEN/GI	
GENITALIA/BREASTS	
EXTREMITIES/JOINTS/BACK/CHEST	
SKIN/LYMPH NODES	
NEUROLOGIC & DEVELOPMENTAL	

IMMUNIZATIONS	DATE	DATE	DATE	DATE	DATE	COMMENTS
DTaP/DTP/Td						
POLIO						
HIB						
HEP B						
MMR						
VARICELLA						
MENINGOCOCCAL						
PNEUMOCOCCAL						
INFLUENZA						
HEP A						
ROTAVIRUS						
OTHER						

SCREENING TESTS	DATE TEST DONE	NOTE HERE IF RESULTS ARE PENDING OR ABNORMAL
LEAD		
ANEMIA (HGB/HCT)		
URINALYSIS (UA) at age 5		
HEARING (subjective until age 4)		
VISION (subjective until age 3)		
PROFESSIONAL DENTAL EXAM		

HEALTH PROBLEMS OR SPECIAL NEEDS, RECOMMENDED TREATMENT/MEDICATIONS/SPECIAL CARE (ATTACH ADDITIONAL SHEETS IF NECESSARY)

NONE **NEXT APPOINTMENT - MONTH/YEAR:** _____

MEDICAL CARE PROVIDER:	SIGNATURE OF PHYSICIAN OR CRNP:		
ADDRESS:			
	PHONE:	LICENSE NUMBER:	DATE FORM SIGNED: