

Policies and Terms of Westminster Schools of Augusta

SUMMER PROGRAMS 2012

This statement of policies and terms covers all Westminster Schools of Augusta Summer Programs. By completing the online registration form, you agree to these policies and terms.

- 1. Registration:** Registration begins on Wednesday, February 1, 2012. No registrations will be accepted before this date. In order to secure a spot for your student, the registration MUST be accompanied by a \$50 non-refundable registration fee. Phone and fax registrations will not be accepted. Spots in classes will not be held until the registration contract and registration fee are completed online. Students should be registered for camps according to the grade they will attend in the fall of 2012. A confirmation of your registration will be emailed to the email address you provide on the online registration page.
- 2. Registration Contract:** The Registration Contract is binding beginning May 25, 2012. A non-refundable registration fee of \$50 is required to reserve a spot for each participant. This fee will be applied toward camp tuition.
- 3. Tuition Payment:** Payment-in-full must be paid by May 25, 2011. Online credit card payment is preferred but checks may be made payable to Westminster Schools of Augusta. Early Bird pricing ends March 31, 2011.
- 4. Refund Policy:** A refund of 50%, minus the \$50 registration fee, will be given for camp/class registrations cancelled four weeks prior to the start of the camp/class. There will be no refund if a student withdraws from a camp/class less than four weeks before the start of the camp/class. A refund for medical reasons applies only to absences of one week or longer and requires a doctor's note. In such cases, the patron and the camp will share the loss in tuition equally. No refund is available on other expenses.
- 5. Schedule Changes:** All requests for class schedule changes must be received in writing. Emails are accepted at summerprograms@wsa.net.
- 6. Class/Camp Cancellation:** We reserve the right to cancel any class or camp offering. You will be notified at least two weeks prior to the start of the class if it is cancelled. We also reserve the right to combine classes/camps as necessary. In the event of a class change/combination, the dates are subject to change. If your child is unable to attend, you may apply the full tuition amount to another course or request a full refund.
- 7. Dismissal of Student from the Summer Programs:** We reserve the right to dismiss any child from the Westminster Schools of Augusta Summer Programs at our discretion. In such cases, we will refund/prorate for remaining time in camp/class. No other reduction can be made unless previously agreed upon.
- 8. Emergency Forms:** The Westminster Schools of Augusta Summer Programs requires that the 2012 Emergency Form be completed with the online registration in order to participate in the program. A student may not attend until this form is on file with the school.
- 9. Insurance:** Student Accident Insurance is provided on all students enrolled in Westminster Schools of Augusta Summer Programs. This insurance is supplemental in nature, meaning that it is secondary to any/all personal health or accident insurance carried by students and their families. The purpose of this supplemental coverage is to assist with the payment of deductibles, co pays, or other out-of-pocket expenses actually incurred in the event of an injury which may occur during a Summer Programs activity.
- 10. Lost or Stolen Items:** Parents are urged to mark all clothing with the student's name to ensure complete identification of all items and to protect against loss. Westminster Schools of Augusta Summer Programs assumes no responsibility for lost or stolen personal property. We discourage all participants and staff from bringing anything of value, such as jewelry, money, or expensive clothing to camp/class with them. Children should not bring toys, personal gaming systems, trading cards or similar items.
- 11. Zero Tolerance Policy:** We have zero tolerance for weapons or anything that could be construed as a weapon. We do not tolerate foul language, threatening language, bullying or harassment of any sort. Violation of this policy is grounds for dismissal.
- 12. Tobacco and Alcohol Policy:** The use of tobacco and alcohol is prohibited on the Westminster Schools of Augusta Summer Programs Campus and at any event sanctioned by Westminster Schools of Augusta Summer Programs, including field trips. This applies to participants and staff. Violation of this policy is grounds for dismissal.
- 13. Appropriate Dress:** Both children and staff are required to dress appropriately for summer activities. We do not allow clothing that reveals underwear, excessive display of skin (e.g.: halter/crop tops, short shorts, etc.), or clothing that interferes with safety (e.g.: exceptionally baggy or long pants). We also do not allow clothing that advertises alcohol or other chemicals, weapons, or other groups that condone chemical use or satanic cult affiliation. Campers or staff in violation of the dress code will be asked to change into more appropriate clothing. Some field trips may require specific clothing.
- 14. Instructor Changes:** We reserve the right to change the instructor of any class as staffing needs and schedules dictate. We make every effort to have instructors lined up by our winter catalog print date, but changes do occur after the printing of the catalog.
- 15. Transfer of Students Between Age Groups:** Westminster Schools of Augusta Summer Programs reserves the right to move participants between age groups as maturity indicates.
- 16. Printing Errors:** Errors in our printed communications may occur on occasion despite our best efforts to ensure accuracy. Westminster Schools of Augusta Summer Programs shall not be held responsible for typographical or transpositional errors.
- 17. Use of Photographs:** By completing the online registration form you allow your child's photo to be used in any promotional material.