



2024 Summer Program

Information Sheet

When: June 17th - July 18th, 2024 (5 weeks)
Who: All students ages 5 - 14 years old are welcome to attend
Where: 17141 Ventura Blvd Unit C, Encino CA 91316

Program: Homework Club's Summer Camp offers an educational, hands-on, and exciting program that promises a memorable experience. Our students will learn essential life skills while engaging in various exciting activities.

Throughout the summer, we will host themed weeks, allowing students to explore various professions and interests. Whether they dream of becoming artists, athletes, musicians, doctors, lawyers, teachers, or entrepreneurs, our camp provides the platform for them to explore and discover their passions.

Our schedule is packed with fun-filled activities, including surprise pop days, water activities, game days, carnival fun, movie screenings, and much more. With something new happening every week, there's never a dull moment at Homework Club's camp!

In addition to the recreational activities, we will emphasize academic enrichment. Students will engage in daily Math and English sessions, build Reading comprehension skills, weekly coding, science experiments, chess classes, and positive mindset, as well as Armenian and robotics. At Homework Club's Summer Camp, we strive to provide a well-rounded experience that nurtures both academic growth and personal development. All of our classes are led by professional teachers and tutors. We look forward to welcoming your child to our program and creating unforgettable summer memories together!

Program Hours & Rates: 9 am - 1 pm Monday-Friday (Extended schedule is available before & after the program for an additional cost of \$20/hr)
\$100 Registration fee (includes supplies, workbooks, & materials)
\$70 a day

Payments & Policies: To secure your student's spot at Homework Club's Summer Camp, please ensure that all payments are received at least 10 days before their scheduled attendance. Changes to their schedule must be made no later than 10 days before their attendance.

What to Bring: Water bottle (2-3 recommended)

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Registration Form

Student's first & last name _____ **Birthday** _____

Male: ☐ Female: ☐ Grade: __ Age: __ School Name: _____

Address: _____

Mother's name: _____ **Father's name:** _____

Mother's phone: _____ **Father's phone:** _____

Email: _____ **How did you hear about us?** _____

Emergency Contact 1 Name: _____ **Phone:** _____

Emergency Contact 2 Name: _____ **Phone:** _____

My child can be dismissed to

Name: _____ **Relationship:** _____ **Phone:** _____

Name: _____ **Relationship:** _____ **Phone:** _____

Student's Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1: June 17 - June 21					
Week 2: June 24 - June 28					
Week 3: July 1 - July 5				CLOSED	
Week 4: July 8 - July 12					
Week 5: July 15 - July 18					

PAYMENTS ARE NON-REFUNDABLE & MUST BE PAID 10 DAYS BEFORE ATTENDANCE.

You may pay by Cash or Zell. A \$45.00 fee will be charged for all insufficient and late funds.

Program hours: 9 am - 1 pm **Late pick up and early drop off will be \$20 per hour, **

Camp will be closed on Thursday, July 4th in observance of Independence Day.

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Liability Release Form

Photography Permission

I hereby grant Homework Club permission to use photographs and/or video of my child in any and all of its publications, including web space, and in any and all other media, whether now known or hereafter existing, controlled by Homework Club, in perpetuity, and for other use by the Summer Program. I understand and agree that I will make no monetary or other claims against Homework Club's Summer Program for the use of the photographs and/or video.

_____Parent/Guardian Initials

Parent/Guardian Release For Emergency Treatment

I hereby authorize the Homework Club team to arrange for transportation in the event of an accident or acute illness involving my child. In situations where it is not possible to obtain instruction for the participant's care, I consent to any licensed physician providing medical or dental treatment. I grant permission for the physician to administer medication and perform necessary treatments for the preservation of my child's health and well-being. I understand that any costs incurred for the treatment of sudden illness or accidents shall be paid by me, the signee. In the event of a life-threatening emergency and if neither I nor the individuals listed as emergency contacts are available, I give my permission to Homework Club to provide first aid to the child named in the application. Homework Club is also authorized to take appropriate measures, including contacting the emergency medical services (EMS) system and arranging transportation to a medical facility.

_____Parent/Guardian Initials

General Release of Liability

In consideration of my child being granted participant privileges in the Homework Club, I hereby assume full responsibility for any risk of bodily injury, death, or property damage incurred while using the premises or any facilities or equipment hereon. I further agree to hold harmless the Homework Club, their partners, directors, and employees, from any and all claims that may arise from any action for damages, including but not limited to such claims resulting from injury or death, accident or otherwise, during or arising in any way from said activity. I acknowledge that this General Release of Liability of the Homework Club and its partners is binding on me and my heirs, personal representatives, successors, and assigns.

_____Parent/Guardian Initials

Release of Claims

Release of All Claims In consideration for being accepted by Homework Club's Year Round Programs, we being 21 years of age or older, for ourselves, and for and on behalf of our child-participant if our child is not 21 years of age or older, do hereby release, forever discharge and agree to hold harmless Homework Club and St Jance Frances, and its officers, directors, members, agents, servants, volunteers, and employees from any and all liability, claims or demands for personal injury, sickness or death, as well as expenses, of any nature whatsoever, which may be incurred by the undersigned and/or the child/participant that we incur while our child-participant is participating in the above-described activity. Furthermore, we for ourselves and on behalf of our child-participant if under the age of 21 years hereby assume all risk of personal injury, sickness, death, damage, and expense arising from participation in recreation and activities involved in the program. Further, we give authorization and permission to the Homework Club to furnish any necessary transportation, food, and lodging for the participants for the program activities. The undersigned agree(s) to hold harmless and indemnify, on behalf of the signor and named participant, St. Jane Frances and Homework Club, its officers, directors, members, agents,

servants, volunteers, and employees, for any damages, or third-party claims for indemnity, sustained as the result of the negligent, willful or intentional acts of the undersigned participant, including any expenses incurred by Homework mClub related to such acts. Unless this document is signed by a participant who is over 21 years old, by signing below my signature confirms I am the parent or legal guardian of the participant. I grant permission for him/her to participate fully in any activities during this program. By signing below, I give permission to Homework Club and/or its agent(s) to take the named participant to a doctor or hospital if a medical emergency occurs. If I or my designated emergency contact cannot be reached by telephone or other means in a reasonable amount of time, or in an emergency situation where time is of the essence, I authorize medical treatment, including but not limited to emergency surgery or medical treatment, to stabilize the participant if needed, and I assume the responsibility of any medical bills arising from that treatment. Further, if circumstances require the participant to leave the program for the day due to medical reasons, disciplinary action, or otherwise, the undersigned hereby assumes responsibility for all transportation costs. The use of plurals such as "we, ourselves," etc., is intended to also encompass the singular and should be read as "myself" etc., where appropriate.

_____Parent/Guardian Initials

Release of COVID-19 Claims

I, _____ acknowledge the contagious nature of the Coronavirus/COVID-19 and that the CDC and many other public health authorities still recommend practicing social distancing. I further acknowledge that Homework Club and St. Jane Frances have put in place preventative measures to reduce the spread of the Coronavirus/COVID-19. I further acknowledge that Homework Club and St. Jane Frances cannot guarantee that I will not become infected with the Coronavirus/COVID-19. I understand that the risk of becoming exposed to and/or infected by the Coronavirus/COVID-19 may result from the actions, omissions, or negligence of myself and others, including, but not limited to, staff, parents and other children participating in the program and their families. I voluntarily authorize my child to participate in the group activities and acknowledge that I am increasing my risk of exposure to the Coronavirus/COVID-19. I acknowledge that I must comply with all set procedures to reduce the spread while participating. I attest that:

- I am not experiencing any symptoms of illness such as cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, or net loss of taste or smell.
- I do not believe I have been exposed to someone with a suspected and/or confirmed case of the Coronavirus/COVID-19.
- I am following all CDC-recommended guidelines as much as possible and limiting my exposure to the Coronavirus/COVID-19.

I hereby release and agree to hold Homework Club harmless from, and waive on behalf of myself, my children, my heirs, and any personal representatives any and all causes of action, claims, demands, damages, costs, expenses, and compensation for damage or loss to myself and/or property that may be caused by any act, or failure to act of the church, or that may otherwise arise in any way in connection with any activities provided we're engaged in with Homework Club. I understand that this release discharges St. Jane Frances and Homework Club from any liability or claim that I, my children, my heirs, or any personal representatives may have against the church with respect to any bodily injury, illness, death, medical treatment, or property damage that may arise from, or in connection to, any activities my children are engaged in from Homework Club Summer program. This liability waiver and release extend to Homework Club together with all parties and clergies involved at St. Jane Frances and Homework Club.

I agree with all the above Liability Release Statements.

Print Parent/Guardian Name

Signature

Date

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Parent Handbook

Arrival and Pick-up

To ensure the safety of the students in our care, Homework Club has implemented the following procedures: 1. Students will only be released to adults authorized in the application by the parent(s). Identification will be checked before any student is released until the staff becomes familiar with the individuals who pick up students. 2. Daily attendance will be taken, and parents will be notified by a text message to their primary caretakers' cell phone if their child is not at the Homework Club location after 10 min of their scheduled time. 3. Each student must be signed out by an adult identified in the Identification and Emergency Information form. Students will not be released to anyone not listed on the emergency form. 4. It is critical that the information on the emergency form is current. If there are any changes, please let our staff know. 5. Homework Club will not provide any type of transportation for drop-off or pick-up. These measures are in place to ensure the safety and well-being of all students under our care. Thank you for your cooperation and understanding.

Absence Policy

Research consistently demonstrates that students who maintain consistent attendance and punctuality tend to achieve greater success in school. Parents play a crucial role in supporting their child's academic journey by ensuring they arrive on time and attend regularly. At Homework Club, we hold all students to these standards to maximize their learning potential. It's imperative for students to commit to and respect their assigned schedules. Absences are only excused in cases of infectious diseases. We require a minimum of 2 weeks prior notification for all absences; failure to provide timely notice will result in non-reimbursement due to space limitations and enrollment restrictions. When we schedule a student, we dedicate our full attention and allocate a designated staff member to ensure their success. We are committed to providing each child with the support they need to thrive academically. Please note that termination of the contract requires a 4-week prior notice.

Behavior

At Homework Club, we strive to cultivate a safe and nurturing environment where students feel valued, respected, and happy. Our aim is to foster a sense of belonging and inclusivity, creating a space where students can become part of our family in an unbiased learning environment. We uphold a zero-tolerance policy towards any form of disrespect or bullying towards staff or fellow students. We expect all students to demonstrate kindness, politeness, and good manners in their words and actions. Our goal is to promote a cohesive and respectful community where students work harmoniously together. To maintain a focused learning atmosphere, we do not permit swearing, stealing, fighting, or any other form of disruptive behavior. Additionally, the use of cell phones during program hours is strictly prohibited. Cell phones must remain in students' backpacks throughout the duration of the program, and failure to comply will result in confiscation.

By adhering to these guidelines, we ensure a positive and productive learning environment for all students at Homework Club. Staff can be reached at 818-606-7658 for Mrs. Kristine; 818-624-7657 for Mr. Henry.

Discipline

At Homework Club, we maintain high expectations for student behavior, and it is essential that all students respect our rules and guidelines. In instances where a student does not adhere to these expectations, we will initiate a conference with their parents to address the concerns. Students who continue to disregard the rules may be removed from the group to work directly with the administrator. Our priority is to ensure that every student works in a happy and safe environment. In many cases, behavior issues can be resolved through private conversations with the student. We make every effort to address these concerns before involving parents. However, if the behavior issues persist despite our interventions, the child may be asked to be picked up from the program. It's important to note that any form of discipline or punishment that violates a child's personal rights is strictly prohibited, regardless of authorized representative consent or authorization. Students will never experience corporal punishment, denial of snack breaks, or denial of restroom use under any circumstances. Our ultimate goal is to create a positive and supportive learning environment where every student can thrive.

Admission Policy

To enroll a student at Homework Club, we require an interview with the parent/guardian and the child. Before attending, parents must complete an enrollment application packet. Upon request, we can schedule a quick observation of the program to provide parents with insight into our activities and environment. We are committed to transparency and communication with our families. Therefore, we will provide a 30-day notice to the parent/guardian regarding any changes to the Homework Club program, tuition, policies, or procedures. This ensures that parents are informed and have sufficient time to adjust to any updates.

Termination of Contract

The contract with Homework Club may be terminated by providing a 10-day written notice to the Director of the club. Additionally, Homework Club reserves the right to terminate the contract for the following reasons: Student's continuous bad behavior, which includes but is not limited to: Interruption of class, Bullying, and Disrespect towards staff and other students. Prior to termination, the student will receive three warnings and parent conferences to address the behavior concerns. If the behavior persists despite interventions, Homework Club may proceed with the termination of the contract.

Snacks and Breaks

Students at Homework Club will have scheduled 30-60 minute breaks during their sessions, which can be spent in the classroom or in the schoolyard. These breaks will be supervised by our staff to ensure the safety and well-being of all students. We encourage students to bring their own snacks and lunch to enjoy during these breaks. However, if needed, the Homework Club may provide a small snack consisting of prepackaged non-perishable food items. Our priority is to ensure that students have the opportunity to refuel and stay energized during their time with us.

Medication Policy

Homework Club staff are not trained to administer ANY type of medication to students. Thus, medication will not be administered by our staff or stored on location.

Questions and Concerns

We encourage all parents to maintain open communication with us. Effective communication is vital in helping students achieve their goals, and with your input, we can better serve your child's needs.

You can reach us at any time during the day through various channels:

- Email: Kristine@demirchian.com
- Phone: Kristine at 818.606.7658 or Henry at 818.624.7657
- We are also available for communication via text messages, emails, letters, and notes.

Please feel free to contact us with any questions, concerns, or updates regarding your child. Your partnership in their education journey is invaluable, and we look forward to working together to support their success. Thank you for your ongoing collaboration.

Parent Handbook and Admission Agreement

I, the parent of _____ understand
and respect the rules of the program and the structure of Homework Club Summer
Camp. My signature confirms that I have read and understood all that was stated in the
Parent
Handbook and Admission Agreement.

Parent Signature

Date

Parent Name

Cell Phone Number