

SUMMER CAMP REGISTRATION PROCEDURES



CITY OF SUNRISE RESIDENTS ONLY

- **Submission for the Sunrise Resident lottery ends Friday, April 3.** Registrations received by April 3 will be randomly selected and assigned a camp location according to choices selected on the registration form.
- Completed registration forms must be received by Friday, April 3, at 5:30 pm in the Leisure Services Office.
- Forms received after April 3 will be processed in the order they are received, space permitting.
- Assignment lottery begins Monday, April 6, for City of Sunrise residents.
- Registration verification will be available by phone on Tuesday, April 21.
- **Selection of more than one camp choice is HIGHLY recommended, in the event a school site becomes unavailable for summer camp use or is full at the time of registration.**
- Dates and locations are subject to change based upon School Board approval.

NON-RESIDENTS (including children who attend a Broward County Public School located in Sunrise but live outside of the City of Sunrise)

- Submission for the Non-Resident lottery ends Friday, April 17. Registrations received by April 17 will be randomly selected and assigned a camp location according to choices selected on the registration form.
- Completed registration forms must be received by Friday, April 17, at 5:30 pm in the Leisure Services Office.
- Forms received after April 17 will be processed in the order they are received, space permitting.
- Assignment lottery begins Monday, April 20, for Non-Residents.
- Registration verification will be available on Tuesday, April 28.
- **Selection of more than one camp choice is HIGHLY recommended, in the event a school site becomes unavailable for summer camp use or is full at the time of registration.**
- Dates and locations are subject to change based upon School Board approval.

HOW TO COMPLETE A REGISTRATION FORM:

- Go to the registration form located in the back of the *Horizons* magazine or online at www.sunrisefl.gov/camp.
- Completely fill out the information located at the top of the registration form.
- Completely fill out participant's name, date of birth, current grade, age, and gender.
- **Select three camp choices (using name and activity#) and list them in order of preference.** (It is very important that you list three choices as our camp programs are popular and fill up quickly.) If your first three choices have reached maximum enrollment before your registration is processed, we will place you on waiting lists for those three sites only and return your payment.
- Completely fill out emergency contact and authorized pick up person(s) information.

- Parent or legal guardian must sign waiver on the back of the registration form.
- Complete credit card information (including CVV) or attach payment with the registration form
- **No online or fax registrations will be accepted for summer camp.**

A COMPLETE REGISTRATION INCLUDES:

- Fully completed registration form (Incomplete registrations will not be processed until all information is received).
- **Proof of residency must be current as of March 2020**

PROOF A or ↓	ONE Document* from Category A: <input type="checkbox"/> Mortgage statement <input type="checkbox"/> Utility bill: Water, Cable, FPL or Internet <input type="checkbox"/> Printout from the Broward County Property Appraiser website (BCPA.net) <i>Don't have Proof A? Provide Proof B...</i>
PROOF B or ↓	Florida Driver License / Florida Photo ID and TWO Documents* from Category B: <input type="checkbox"/> Car registration <input type="checkbox"/> Car insurance <input type="checkbox"/> Tax return / tax assessment <i>Don't have Proof A or Proof B? Provide Proof C...</i>
PROOF C	Florida Driver License / Florida Photo ID and THREE Documents* from Category C: <input type="checkbox"/> Bank statement <input type="checkbox"/> School enrollment form <input type="checkbox"/> Credit card statement <input type="checkbox"/> Paystub <input type="checkbox"/> Medical bill <input type="checkbox"/> Lease agreement <input type="checkbox"/> Cell phone bill <input type="checkbox"/> Toll bill <input type="checkbox"/> Student loan <input type="checkbox"/> Insurance Policy

**Documents cannot be more than two months older than the date on which they are submitted as proof of residency.*

- Check, money order or credit card information made payable to the City of Sunrise. (Registrations without form of payment will not be processed).
- Copy of each participant's birth certificate (even if you've submitted a copy in the past).

HOW TO SUBMIT YOUR CAMP REGISTRATION:

- Mail or drop your completed registration form, proof of residency, full payment, and participant's birth certificate in **A PLAIN WHITE LEGAL SIZED ENVELOPE** to:
 Attention: Camp Registration
 Sunrise Leisure Services Department 2nd floor
 10610 West Oakland Park Boulevard
 Sunrise, FL 33351
- Only one household's registration form per envelope will be permitted. (Exception - If you have more children in your household than registration lines on the form, please use an additional form and send them in the same envelope.)
- **Do not include other program registrations with summer camp application.**

Site Transfers

In order to expedite the registration process, and allow families to secure child-care in a timely manner, we will only offer one site transfer per participant (i.e. one call to offer a transfer to a first or second choice OR one call to enroll you from off of the waiting list for your first, second or third choice).

Waiting List Information

If you receive a call to transfer or get in a site, you will have three working days to notify us of your decision and/or make your payment or the offer will be extended to the next person on the waiting list.

ALL SCHOOL SITES ARE SUBJECT TO BROWARD COUNTY SCHOOL BOARD APPROVAL.

SUMMER CAMP INFORMATION

Camp Dates: June 15 to August 7 (No camp on Friday, July 3)
Camp hours: 7:30am to 6:00pm (Late fees apply after 6:00pm)

Children will experience the best in summer sports, swimming, arts and crafts, and more at our super summer camps. Each camp session features weekly field trips and something for every age group.

Children with a flair for drama should try our special **Theater Camp**. Theater Camp includes script read-throughs, choreography and music, in order to take center stage for their final performance. Includes swimming and field trips!

Children who love to explore how things work will love our **Science and Discovery Camp**. This fun, innovative and exciting program will focus on science and technology.

We will be having two recreational **Sport Camps**: one will be held at Westpine Middle for children ages 8 to 15, and the second will be held at Flamingo Park for ages 11 to 15. Camps will have different program segments. Each one will focus on skill development and games in each sport.

Our Counselor in Training Program (CIT) is designed for our older campers (age 15) either interested in transitioning from camper to counselor or learning what it takes to become a strong and effective leader. Includes swimming and field trips!

Each camper will receive an official summer camp t-shirt. Campers should bring their own lunch and snacks daily. Extra t-shirts can be purchased for \$7.00 each beginning June 17 at the Leisure Services Office.

All camps are staffed by counselors age 16 and older, and an adult supervises each site. Each staff member is trained by the Department of Leisure Services on camp protocol, safety, and recreational programming.

Parents and campers are encouraged to attend an informational meet and greet with the 2020 Summer Camp staff on Thursday, June 11, from 6:00 pm to 7:30 pm at the Sunrise Civic Center gymnasium.

SUMMER CAMP FEES

	Resident/ Non-Resident Attend- ing Sunrise School with Documentation	NON-RESIDENT
FULL DAY	\$525	\$900

Fees are for the entire eight-week session. Students who currently attend a Broward County Public School located in Sunrise are eligible for the Sunrise resident rate. Proof of attendance verifying enrollment for Spring 2020 must be included with your registration to receive the Sunrise Resident discounted rate. Additional discounts for siblings do not apply to Non-Residents attending Sunrise schools. (One discount per child per family).

Family Discounts for Sunrise Residents

Each additional family member who registers for the same camp program receives a discount, on a sliding scale. For example, participant #1 pays full price, participant #2 pays 10% less, participant #3 pays 15% less than full price, etc. Proof may be requested.

Refund Policy

All refunds must be submitted in writing to Leisure Services Offices (10610 West Oakland Park Blvd. 2nd Floor during the hours of 9:00am-5:30pm). Refunds will be pro-rated from the submission date. Deadline to request a pro-rated refund is Wednesday, July 8 at 5:00pm.

CAMP PROGRAM NUMBERS

Elementary School Camps (Ages 5-10 or Entering Grades K - 5)
 Banyan Elementary.....#120401B
 Discovery Elementary..... #120401D
 Horizon Elementary..... #120401H
 Sawgrass Elementary..... #120401SG

Science and Discovery Camp (Ages 8-10 or Going into grades 3 – 5)
 Sunrise Athletic Complex#120401SD

Counselor-In-Training Camp (Age 15 by June 1, 2020)
 Piper High School.....#120401C

Theatre Camp at Nob Hill Elementary
 Lower Camp (Ages 8-10 or Going into grades 3 – 5) #120401TL
 Upper Camp(Ages 11-15 or Going into grades 6 – 10)...#120401TU

Middle School Camps at Piper High School
 Ages 11-15 or Going into Grade 6 – 10
 Piper High School..... #120401P

Sports Camps at West Pine Middle
 Ages 8-10 or Going into grades 3 – 5
 Younger Sports Camp#120401LS
 Ages 11-15 or Going into grades 6 – 10
 Older Sports Camp#120401US

Flamingo Park Sports Camp (Ages 11-15 or Going into grades 6 – 10)
 Flamingo Park..... #120401F

Anyone that will be attending a middle school in the Fall of 2020 must attend a middle school age site. All school sites are subject to Broward County School Board approval.

SUMMER MINI CAMP

Dates & Times: August 10 to 14, 7:30 am to 6:00 pm

Fees: \$150/Residents, \$200/Non-Resident

Location: Sunrise Civic Center

Ages: 5 – 10 years Activity #120402A

Ages 11 – 15 yearsActivity # 120402B

Space is limited.



PLEASE NOTE: ONLINE REGISTRATIONS ARE NOT AVAILABLE FOR SUMMER CAMP.

REGISTRATION FORM

REGISTER TODAY: *Proof of residency is required each time you register for a sport or activity. Registration forms without proper proof of residency and a copy of birth certificate (if applicable) will not be accepted. Remember to apply multiple child discount to fees, if appropriate.*

Please contact me regarding youth athletics volunteer coaching opportunities.

PARTICIPANT INFORMATION Please print in ink and fill out completely

Have you registered for a recreation activity before? Yes No

Parent/Legal Guardian's Name

Relationship to Participant Mother Father Court Appointed Legal Guardian

Home Phone - - Work Phone - - Cell Phone - -

Street Address

City State Zip Code

Email Address Yes, please use this email address to provide me with City of Sunrise program and event information. I understand that I can opt out of this service at any time.

Secondary Guardian's Name

Relationship to Participant Mother Father Court Appointed Legal Guardian

Home Phone - - Work Phone - - Cell Phone - -

Street Address

City State Zip Code

Email Address Yes, please use this email address to provide me with City of Sunrise program and event information. I understand that I can opt out of this service at any time.

	PARTICIPANT NAME	DOB	Age	Grade	Sex	Shirt Size	Site Choice #1	Activity# Camp Name	Site Choice #2	Activity# Camp Name	Site Choice #3	Activity# Camp Name	Fee
CAMP/MINI CAMP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

FOR CAMP ONLY: AUTHORIZED PICK-UP PERSONS (Other than Legal Guardians)

Last Name	First Name	Cell Phone	Home Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

	PARTICIPANT NAME	DATE OF BIRTH	GRADE	AGE	SEX	ACTIVITY	ACTIVITY#	FEE
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

EMERGENCY CONTACT (Other than parent/guardian. To be contacted in the event that parent/guardian listed above cannot be reached.)

Emergency Contact Relationship to Participant

Home Phone - - Work Phone - - Cell Phone - -

Allergies or medications (specify which child)

CREDIT CARD PAYMENT

MasterCard Visa Discover AmEx Exp. Date / Card #

CVV # Signature as it appears on the card

I agree to pay the above amounts listed as credit card charges according to credit card user agreements.

RELEASE INFORMATION & REFUND POLICIES

- The Release and Waiver on the back of this registration form must be completed and submitted in order for a registration to be accepted.
- Refunds for one-day programs, Kids' Day Off, Mini Camps and Holiday Camps will only be granted if requested 24 business hours prior to the start of the activity. Refunds will not be granted for all other programs if requested four (4) weeks or more after the start of the activity, or if attendance has met or exceeded 50% of the activity. Refunds will be pro-rated. All refund requests must be submitted in writing to Leisure Services.

PLEASE NOTE: FLORIDA PUBLIC RECORDS LAW REQUIRES THAT ALL INFORMATION – INCLUDING E-MAIL ADDRESSES – RECEIVED IN CONNECTION WITH CITY BUSINESS BE MADE AVAILABLE TO ANYONE UPON REQUEST, UNLESS THE INFORMATION IS SUBJECT TO A SPECIFIC STATUTORY EXEMPTION. PLEASE SEE REVERSE FOR REQUIRED RELEASE AND WAIVER.

RELEASE AND WAIVER FOR ADULTS AND MINORS

NOTICE TO THE MINOR CHILD'S NATURAL GUARDIAN

READ THIS FORM COMPLETELY AND CAREFULLY. YOU ARE AGREEING TO LET YOUR MINOR CHILD ENGAGE IN A POTENTIALLY DANGEROUS ACTIVITY. YOU ARE AGREEING THAT, EVEN IF THE CITY OF SUNRISE, ITS DEPARTMENTS, EMPLOYEES, OFFICIALS, COACHES, VOLUNTEERS AND AGENTS (HEREINAFTER "RELEASED PARTIES") USE REASONABLE CARE IN PROVIDING THIS ACTIVITY, THERE IS A CHANCE YOU OR YOUR CHILD MAY BE SERIOUSLY INJURED OR KILLED BY PARTICIPATING IN THIS ACTIVITY BECAUSE THERE ARE CERTAIN DANGERS INHERENT IN THE ACTIVITY WHICH CANNOT BE AVOIDED OR ELIMINATED. BY SIGNING THIS FORM YOU ARE GIVING UP YOUR CHILD'S RIGHT AND YOUR RIGHT TO RECOVER FROM RELEASED PARTIES IN A LAWSUIT FOR ANY PERSONAL INJURY, INCLUDING DEATH, TO YOU OR YOUR CHILD OR ANY PROPERTY DAMAGE THAT RESULTS FROM THE RISKS THAT ARE A NATURAL PART OF THE ACTIVITY. YOU HAVE THE RIGHT TO REFUSE TO SIGN THIS FORM, AND RELEASED PARTIES HAVE THE RIGHT TO REFUSE TO LET YOU OR YOUR CHILD PARTICIPATE IF YOU DO NOT SIGN THIS FORM.

I, the undersigned, as the undersigned or as the parent or legal guardian of the minor child ("my child") named below, do hereby give my full consent and approval for me or my child to participate as a member of the City of Sunrise's Recreation Programs.

I understand that there are certain risks of damages and injuries, including death, inherent in the City of Sunrise's Recreation Programs, as well as in traveling and in other related activities incidental to my or my child's participation, and I am willing to assume these risks on behalf of myself or my child. These risks include, but are not limited to, those hazards associated with weather conditions, travel, playing conditions, equipment and other participants.

I understand that there is inherent risk in Recreation Programs and that inherent risk means those dangers or conditions, known or unknown, which are characteristic of, intrinsic to, or an integral part of the activity; and that the term "inherent risk" further includes, but is not limited to: (1) the failure by the Released Parties to warn me or my child of an inherent risk, and (2) the risk that someone may act in a negligent or intentional manner and contribute to the injury or death of me or my minor child.

Further, I agree that in consideration for my or my child's participation in the City of Sunrise Recreation Programs, I hereby waive, release, discharge and agree not to sue the City of Sunrise, its departments, employees, officials, coaches, volunteers and agents ("Released Parties"), for any and all causes of actions, claims or damages arising out of or resulting from my or my child's participation in this activity, including but not limited to damages, injuries, or death arising out of the negligence of Released Parties or otherwise. I agree that for me or my child to participate in the activity, I assume full responsibility for any loss of property, accident, bodily injury, or death as a result of my or my child's participation in this activity.

I hereby permit the City of Sunrise to use or distribute any or all still and/or moving images in which I/my child/my ward appear for any use including, but not limited to: video, Web, print and multimedia applications; training or other instructional materials; advertising, commercials or other promotional materials; and other forms of media, without compensation. Any image (s) created shall be the property of the City of Sunrise.

I hereby give permission for me or my child/ward to receive necessary medical treatment.

I further agree on behalf of myself and my child listed below, that I shall hold harmless and fully indemnify and defend the Released Parties from any and all causes of action, claims, damages, costs including but not limited to attorney's fees and costs, which may arise from any cause of action made by me or by, through or on behalf of me or my child, even if the damages, injuries or death are caused in whole or in part by the negligence of the Released Parties.

I acknowledge (a) that I have read (or have had read to me) each and every one of the provisions in this waiver, release of liability and indemnification agreement, (b) that I understand each of the provisions in this agreement and (c) that I agree to abide by them.

PRINT NAME OF MINOR CHILD

PRINT NAME OF NATURAL GUARDIAN OR ADULT PARTICIPANT

ADDRESS

SIGNATURE OF NATURAL GUARDIAN OR ADULT PARTICIPANT

DATE: _____