



COSUMNES CSD

Parent/Guardian Handbook

2025-2026 School Year



Parks and Recreation Department
Cosumnes Community Services District
8820 Elk Grove Blvd • Elk Grove, CA • 95624

Visit us online at
www.cosumnescsd.gov

Information available online:
Current Rates
Hours of Operation
Parent/Guardian Handbook
Medication Administration Policy & Form
Kid Central Updates



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“Parks and Recreation Make Lives Better!”

Table of Contents

*Contents subject to change

| | |
|--|-------|
| Welcome | 3 |
| About Kid Central | 4-6 |
| Hours of Operation | 6 |
| Registration & Fees | 7-10 |
| Registration & Payment Locations | 7 |
| Policies & Guidelines | 11-13 |
| What to Bring | 14-15 |
| Standards of Behavior | 16-18 |
| Tax Receipts | 19 |
| Healthy Schools Act | 19 |
| Policy Changes | 20 |
| Registration Contract | 21-22 |
| Contact Information | 23 |



Welcome to Kid Central!

We hope that your participation in our program will be a rewarding experience for you and your child. We feel strongly that open communication between parents/guardians and staff is essential to fully meeting the needs of your child.

This handbook is intended to promote an understanding of our program and its policies; as well as foster cooperation amongst our Kid Central families and staff. We hope to create mutual respect between parents/guardians and staff, while building a partnership for the benefit of your child.

Mission

- ◆ At Kid Central, our mission is to enrich the lives of school-aged children through meaningful recreational experiences.

Philosophy

- ◆ Kid Central is committed to providing a fun, safe, age-appropriate recreation enrichment program which encourages social development, provides diverse experiences, promotes health and wellness, and responds to the needs of families, schools and the community.

Core Values

- ◆ Quality Relationships
- ◆ Safe Environment
- ◆ Healthy Choices
- ◆ Fun!

About Kid Central

Kid Central is a recreation enrichment program for children currently enrolled in grades K-6. Kid Central strives to maintain a **ratio of 1 staff to every 14 children**. We offer the following programs:

Off-Track Specialty Camp

- ◆ Day camp recreation program for children who are off-track or on traditional breaks from school. Kid Central offers the following specialty camps:
- ◆ **Art:** Explore the world of art using different mediums, techniques, and styles in a fun, encouraging environment. Participants will get to create different works of art through activities designed just for them. Get excited to have students bring home their very own masterpieces!
- ◆ **Spy:** Enter the world of a super spy in this engaging and educational camp. Campers will create their own escape room, learn to read and write secret codes, solve puzzles, and run their own training missions. Get ready for an action-packed adventure!
- ◆ **Science:** Ooey, gooey, fizzy, and slimy. Dive into the fun of science with hands-on experiments and inventive projects. Participants will have the chance to explore all things scienctific through experiences designed to spark curiosity and ignite the imagination of every camper.
- ◆ **Games:** Engage your mind as you explore the fascinating world of games. Campers will learn how to play a variety of board, card, and video games, then challenge their creativity as they create their own original game. Come and play!
- ◆ **Cooking:** Embark on a culinary adventure in this hands-on cooking camp where campers will learn to make a variety of dishes while building confidence in the kitchen. Get excited to chop, mix, bake, and enjoy tasty food created by your own hands!
- ◆ Full day includes participant-led free choice time to enjoy with friends before and after specialty camp hours.

After-School Club

- ◆ After-school recreation program for children who are currently in school. Kid Central offers the following clubs:
- ◆ **Crafts:** If you have a budding artist at home, our craft club is the perfect place to get creative! Explore crochet, weaving, knitting, and make your own stuffed animals and unique creations. Along the way, you'll meet new friends and craft fun memories that last.
- ◆ **Visual and Performing Arts:** Immerse yourself in the world of creativity through theatrical activities, prop and costume making, photography, and painting. Together, we'll craft beautiful works of art and build lasting friendships as we explore and express ourselves through visual storytelling.
- ◆ **STEM:** Dive into the exciting world of STEM with new friends through hands-on experiments, creative projects, and eye-opening discoveries. From science and technology to engineering and math, you'll explore the many possibilities of STEM through engaging activities. Learn, connect, and have fun in this interactive and educational club.
- ◆ **Tales and Tables:** Use your imagination to make your stories come to life. Write engaging tales, draw storyboards of your adventures, or collaborate to build worlds with others. Whether you're crafting a novel or diving into a tabletop role-playing game, you'll explore the art of storytelling through books, games, illustrations, and shared creativity with newfound friends.
- ◆ **All Things Games:** If you love games and want to level up your skills, this is the club for you. Explore new card games, board games, and even try out a few video games, all while meeting new friends and learning awesome tabletop strategies along the way.

We would like to remind families that because we are a recreation program, all activities are structured for group participation. We encourage your child's involvement in this social setting.

*Please Note: Kid Central is **not** a licensed childcare program.

Minimum Abilities Required to Participate

In order to properly maintain a safe and healthy environment for all children attending Kid Central, participants must maintain the following minimum standards:

1. Ability to understand and follow basic directions and rules for the program in order for staff to maintain proper supervision.
2. Ability to maintain basic self-control to ensure the safety of themselves and others in the program.
3. Ability to handle own personal hygiene/toileting needs.

Hours of Operation

- ◆ **Kid Central Off-Track Specialty Camp** hours of operation are from 7:30am to 5:30pm.
- ◆ **Kid Central After-School Club** hours of operation are from 3pm to 6pm, with extended hours on Wednesday from 2pm to 6pm.
- ◆ Kid Central operates daily, Monday through Friday, except on the days and observed holidays noted below:
 - New Year's Day
 - Martin Luther King, Jr. Day
 - Presidents Day
 - Memorial Day
 - Independence Day
 - Labor Day
 - Indigenous Peoples Day
 - Veterans Day
 - Thanksgiving
 - Friday After Thanksgiving
 - Christmas Eve
 - Christmas Day
 - New Year's Eve



Kid Central Staff In-Service Days

Kid Central will be **CLOSED** on the following dates:

October 6, 2025

February 9, 2026

**Subject to change*

Registration & Fees

Initial registration may be completed online at cosumnescsd.gov, over the phone by calling (916) 405-5600, or at one of the following locations:

Registration & Payment Locations

Wackford Community & Aquatic Complex

9014 Bruceville Road

Elk Grove, CA 95758

Phone: (916) 405-5600

Hours: Mon-Fri 8a-8p, Sat-Sun 8a-5p (*subject to change*)

CSD Parks & Recreation Admin. Building

8820 Elk Grove Blvd

Elk Grove, CA 95624

Phone: (916) 405-5600

Hours: Mon-Thurs 8a-5p, Fri 8a-12p (*subject to change*)

Albiani Recreation Center

8830 Sharkey Ave

Elk Grove, CA 95624

Phone: (916) 405-5600

Hours: Mon-Fri 9a-5p (*subject to change*)

Register Online

www.cosumnescsd.gov

Payments are NOT accepted at KC Program Site

Emergency Form & Registration Contract

Parents/guardians must complete an Emergency Information Form and Registration Contract online for each child, prior to the first session that the child will attend the program. Online Registration forms contain extremely important information and must be updated annually. An **annual membership fee of \$69.00** per child is due at the time of initial registration and at the start of each new school year.

You must update your child's emergency information whenever you change jobs, phone numbers, have a change of address or a change in designated pick up persons and must call the CSD Registration Office to update this information.

Your signature/initials on the registration forms acknowledges that you understand the terms set forth in this Parent/Guardian Handbook. It also acknowledges that Cosumnes CSD reserves the right to photograph facilities, activities, and program participants for potential future use for publicity or promotion purposes.

Emergency Forms and Registration Contracts **expire each year on June 30.** Forms will be completed online when purchasing an annual Kid Central Membership. (*copy of registration contract on pg. 21-22*)

Additional Pick-Up Person(s)

If you would like to add someone to the existing pick-up person list on your child's emergency form under the Kid Central Membership, you must call Cosumnes CSD at (916) 405-5600. In addition, please call to notify Kid Central staff when a pick up person has been added or deleted from your child's account. ***Kid Central is not responsible if a parent/guardian fails to complete an online form for each child with the Kid Central Membership.**

Registration Payment

Payment is due at the time of registration. Same day registration is available for an additional \$5.00 charge. Same day registration **MUST** be done prior to drop off at the Kid Central site, no exceptions. If your participant is not registered and you attempt to have your participant attend the program, your participant will not be accepted at the site. No credits, transfers, or refunds will be processed for unused days or weeks.

***Kid Central does reach maximum capacity at times. If the program is full when you try to register, you may put your child on the waiting list.**



If your child arrives at Kid Central & payment has not been made or the proper registration paperwork has not been completed, Kid Central cannot assume legal responsibility for your child, and the proper legal authorities (Child Protective Services or local police) may be contacted to take custody of your child.

Registration Options & Rates

Off-Track Specialty Camp

Full Day: 7:30am-5:30pm

Camp Hours: 9:00am-3:00pm

Off-Track Specialty Camp WEEKLY Session Rates

- Full Day*: \$209.00/child per session (4-5 days)
- Camp Hours: \$185.00/child per session (1-5 days)

Off-Track Specialty Camp DAILY Session Rates**

- Full Day: \$56.00/child per day (1-3 days)

***Full day includes participant-led free choice time before and after camp hours.**

****We do not offer DAILY rates for camp hours.**

After-School Club

Monday, Tuesday, Thursday, Friday: 3:00pm-6:00pm

Wednesday: 2:00pm-6:00pm

After-School Club DAILY Session Rates

- Monday, Tuesday, Thursday, Friday: \$20.00/child per day
- Wednesday: \$25.00/child per day

Rates are subject to change.

NOTE ABOUT DAILY RATES

Parents/guardians may choose specific days that their child will attend the Kid Central programs. Your child may only attend on the day(s) for which they are registered. If a date change is needed, please note that registered days are only transferable if notice is given 72 hours in advance. **Refunds and credits will not be issued** for any unused registration days.

Additional Fees for Kid Central

- A **Late Pick-up Fee** of \$1.00 per child, per minute, will be charged for children who are still at the program site after 5:30pm for Off-Track Specialty Camp or after 6:00pm for After-School Club. There are no exceptions to this policy. Please be prompt in picking up your child. The Off-Track Specialty Camp site closes at 5:30pm sharp and the After-School Club site closes at 6:00pm sharp. **Your child will be dropped from the Kid Central program upon the 4th late pick up** (regardless of whether different individuals pick up the child) during the period of July 1 to June 30, annually. No Exceptions. Children not picked up by 6:30pm from Off-Track Specialty Camp and by 7:00pm from After-School Club will be turned over to Child Protective Services or local police.
- A **Returned Check Fee** of \$25.00 per returned item will be charged if your check is returned. If two (2) checks are returned, we will discontinue the acceptance of checks as a form of payment and all payments must be made by cash, money order, cashier's check or credit card.
- A \$5.00 **Same-Day Registration Fee** will be charged when registering the same day as the start of the program.



Note: Kid Central rates are subject to change at any time. Parents/guardians will be notified 30 days prior to the scheduled date of a rate change.

Refunds

No credits, transfers, or refunds are issued for any unused portion of the program. **If you wish to receive a credit, transfer, or refund for a future change/correction to your registration, you must contact us 72 hours in advance** of the scheduled day of attendance for which you are requesting. Your request will not be granted if it is received less than 72 hours in advance. Credits, transfers, or refunds will NOT be issued for any days missed.

NOTE: Upon request, **transfers** will be granted when your child has missed scheduled attendance due to illness; AND verification of illness has been provided by the child's physician. Refunds and credits will not be issued for any days missed. No exceptions.

Policies & Guidelines

GENERAL INFO FOR ALL PROGRAMS:



During Sign In/Out, please have your cell phone & electronic devices off. No earphones, text messaging, or otherwise.

Sign In/Out Procedures

- At **Kid Central program**, all children must be walked into the site by an adult each day to be signed in and an authorized adult must come into the site to pick up and sign out children. It is the parent/guardian's responsibility to make sure your child is signed in on the correct day.
- *At any time that an adult does not sign a child in and/or out of the program as required, the child can be dropped from the program.* When signing your child in and/or out on the sign-in/out sheet, please be sure you document the correct time of drop off or pick up; if not, staff will correct the time for you.

Additional Pick-Up Persons

All additional pick up persons must be added or changed through the Kid Central Registration Custom Questions and/or Membership. Please call (916) 405-5600 for assistance in adding new pick-up persons or changes to your child's Kid Central registration information.

If someone is added or taken off your child's pick-up persons list, you must notify the Kid Central staff in addition to contacting the Cosumnes CSD registration office at least one day in advance.

Appropriate Attire

All children should have on comfortable clothing and closed-toe shoes. **Flip flops and sandals are not permitted.** Please be aware that even though precautions are taken, some activities

may result in stains on clothing. To help make sure jackets and backpacks get to the right home, please label all items brought to Kid Central, with your child's first and last name.

Valuables

Children are not allowed to bring toys, games, trading cards, shoes with wheels or other valuables including electronics (i.e. smartphones, tablets, PSPs, DSi's, iPods, and any other electronic item or toy) to Kid Central. *Cosumnes Community Services District is not responsible for damaged, lost or stolen items.*

Health Policies



Children who are ill or who have a contagious disease or condition, (i.e. pink eye, chicken pox) are not allowed at Kid Central. Kid Central is a very active program and **if children are too ill to participate in the full program, they need to be kept at home.**

If your child becomes ill while at Kid Central, you will be notified and must arrange to have your child picked up within 60 minutes of being notified. **After 60 minutes, you will be charged \$1 per minute** until your child is picked up from the program.

Please notify the Kid Central Staff if your child has been exposed to any contagious disease or condition (mumps, measles, chicken pox, lice, pink eye, etc.), so we can notify other families immediately.

Medication Policy

No medication (prescription or non-prescription) will be administered to any participant without the appropriate form being completed and on file at Kid Central. If necessary, please complete and submit the **Administration of Medication by Cosumnes CSD Personnel** form. **This form must be completed by the parent/guardian and physician** and is available at the Cosumnes CSD registration office, online at www.cosumnescsd.gov, and on site (see Site Director).

Parents/guardians are responsible for submitting the completed form and providing medication directly to Kid Central staff. Medication must be submitted in its original container and clearly labeled. If your child requires an epi-pen on hand, they cannot attend until all the proper forms have been submitted along with their epi-pen.

Allergy Awareness

Any parent/guardian of a child with an allergy to peanuts, nuts, or other foods should contact the Cosumnes CSD registration office and the Kid Central Staff to discuss, prepare, and implement a Food Allergy Accommodation Plan or other reasonable accommodations. A Food Allergy Accommodation Plan is designed to comply with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973.

Several children in our program have severe allergies to peanuts and nuts. In order to maintain their safety and lower the risk of exposure to these food allergens, we will make every effort to strive to be food allergy conscious.

The safety and well being of each child is our top priority.

Please keep this mind when preparing or purchasing snack. Please check the labels of any snack items brought to the program that include similar statements:

- *may contain peanuts and/or tree nuts*
- *made in a facility that processes peanuts and/or tree nuts*
- *made on shared equipment that also process peanuts and/or tree nuts*

Attendance at Kid Central Sites

Due to State of California laws that govern us as a license-exempt recreation program, children may not attend the same program location while off-track as when they are in school.

What to Bring to Kid Central

Off-Track Specialty Camp

- healthy **ready-to-eat** lunch*
- healthy beverage(s)
- water bottle(s)
- backpack that can be **easily** toted throughout the day
- towel
- sun block
- **closed-toe shoes** (NO flip flops or sandals allowed)

*Children do not have access to a microwave, fridge, or stove

After-School Club

- healthy **ready-to-eat** snack*
- healthy beverage(s)
- water bottle(s)
- backpack
- **closed-toe shoes** (NO flip flops or sandals allowed)

*Children do not have access to a microwave, fridge, or stove

- **Lunch is NOT provided by Kid Central.**

INFO FOR OFF-TRACK SPECIALTY CAMP

Snacks

A small, healthy snack is provided each morning and afternoon at Kid Central **Off-Track Specialty** Camp. A snack menu is posted on the information board. If your child does not like what is on the menu or is allergic to an item, please send a **ready-to-eat** snack for your child. Children do not have access to a microwave, fridge, or stove. **Kid Central will not offer alternative snacks.** If you choose, you may also send additional snacks for your child. Participants are expected to not share snacks.

Lunch

Please send a healthy, **ready-to-eat** lunch and beverage(s) for your child. Please remember that children will **not** have access to a refrigerator, microwave, or stove. Please send food that requires

no preparation. *Lunch is not provided at any Kid Central program.

INFO FOR AFTER-SCHOOL CLUB

Snacks

Snack is not provided at Kid Central **After-School Club**. Please send a **ready-to-eat** snack for your child. Children do not have access to a microwave, fridge, or stove. Participants are expected to not share snacks.

INFO FOR KID CENTRAL

Several children in our program have severe allergies to peanuts and nuts. In order to maintain their safety and lower the risk of exposure to these food allergens, we will make every effort to strive to be food allergy conscious. The safety and wellbeing of each child is our top priority.

Please keep this in mind when preparing or purchasing snack and lunch. Please check the labels of any snack items brought to the program that include similar statements:

- *may contain peanuts and/or tree nuts*
- *made in a facility that processes peanuts and/or tree nuts*
- *made on shared equipment that also process peanuts and/or tree nuts*

Attire: Shoes & Active Wear

Children are required to wear closed-toe shoes to Kid Central. **No sandals or flip-flops are allowed**. If children are sent to Kid Central without the proper attire, parents/guardians will be required to pick up their child from site or bring proper attire for their child before their child can participate in Kid Central activities.

Standards of Behavior

Please review the following with your child.

For the enjoyment and safety of everyone, the Cosumnes CSD Parks and Recreation Department expects all participants to treat the people and facilities associated with the Kid Central program with respect and abide by all rules and direction from the staff.

Kid Central is committed to being a safe and enjoyable place for all participants. Kid Central reserves the right to drop a participant from the program at any time for the following reasons:

1. Non-cooperation by the participant or by the parent/guardian.
2. Physical or verbal abuse of another child or leader by a participant or parent/guardian.
3. Bringing any weapon or threatening item to the program.

The Cosumnes CSD Parks and Recreation Department reserves the right to refuse service to anyone for failure to abide by these standards.

General Program Rules for Participants

- Respect and follow the directions of the Kid Central staff.
- Be polite and use appropriate language.
- Keep your hands, feet and other objects to yourself and treat everyone with respect and dignity.
- Play fair, be honest, and take turns.
- Participants must remain in the designated areas visible to the staff at all times.
- Follow all park rules.
- Participate and Have FUN!!

Positive Discipline Policy and Guidelines

Kid Central uses discussion, redirection, and “breaks” as means of positive discipline for inappropriate behaviors. If a behavior escalates, continues, or is beyond using these methods, a Behavior Report will be used to document the incident and inform the parent/guardian of the behavior. In addition, certain behaviors warrant an automatic issue of a Behavior Report: acting out physically, the use of profanity or derogatory remarks, stealing, vandalism, and refusal to follow program instructions or rules.

Kid Central exercises the following positive discipline guidelines, which are posted at every program site.

Staff Always:

- ★ Provide a variety of choices and activities
- ★ Focus on and praise positive behavior
- ★ Use positive language
- ★ Make rules and expectations clear
- ★ Use discussion, redirection, and “breaks” as a means of positive discipline
- ★ Use eye contact when speaking to the child and get down to the child’s level
- ★ Use words the children understand
- ★ Are consistent about expectations
- ★ Model acceptable and appropriate behavior
- ★ Encourage children to make positive choices
- ★ Respect each child and their feelings
- ★ Work to involve the parent/guardian

Staff Never:

- ★ Yell or raise their voice to discipline a child, unless the child is in immediate danger
- ★ Shame or humiliate a child
- ★ Discount a child’s feelings
- ★ Compare children

Staff Use Sparingly:

- ★ “No” or negative terms as little as possible
- ★ Behavior Reports

Behavior Report Guidelines:

1. When a Kid Central leader fills out a Behavior Report, you and your child will be asked to sign it. Refusal to sign the Behavior Report by the parent/guardian or child will result in the child's immediate dismissal from all Kid Central programs.
2. **Upon receipt of your child's 2nd Behavior Report, the parent/guardian must attend a parent/guardian conference** with the Kid Central Supervisor to determine a behavior action plan for the child. The child should not be present at this conference. The child will be suspended from Kid Central for the following scheduled attendance day, and may not return to Kid Central until a parent/guardian conference has been scheduled. Refunds will not be available. Refusal by a parent/guardian to participate in a conference will result in a child's permanent expulsion from all Kid Central programs.
3. Upon receipt of the child's 3rd Behavior Report, the child will be suspended from Kid Central for the following scheduled attendance day. Refunds will not be available.
4. **Upon receipt of the child's 4th Behavior Report, during a twelve-month period**, the child will be expelled from all Kid Central programs for one full calendar year.
5. After one year has passed, the parent/guardian may schedule an appointment with the Kid Central Supervisor to evaluate re-admittance of the child.

***Kid Central reserves the right to suspend or expel a participant at any time. Expulsion from the program will continue for a minimum of one full calendar year from the original date of expulsion.**

If a child is suspended or expelled from a Kid Central program, your child may be sent home during program hours and you may be called to pick up your child from the site within 60 minutes. **After 60 minutes, you will be charged \$1 per minute until your child is picked up.**

Tax Receipts

Please Note: Receipts will be issued at the time of registration. Due to the large number of participants in our program, receipts cannot be re-printed. **For tax purposes, the Cosumnes CSD Tax ID is 68-0423149.** It is the parent/guardian's responsibility to retain payment records for tax purposes. Yearly payment records may be viewed on the Cosumnes CSD online registration program: <https://apm.activecommunities.com/cosumnescsd>

Healthy Schools Act: Pesticide Use

The Cosumnes CSD Parks Operations Division will provide customers the names of all pesticides expected to be applied at school facilities located within parks this school year. The school facilities located within parks where pesticides may be applied are: **Johnson Recreation Center and the Youth Center.** That identification includes the name and active ingredients. Only fully certified pesticides can be used.

Signs and maps are posted at the school sites, describing the pesticides to be used, the location within the park where the application will be made, and the active ingredients contained in the pesticide, at least 24 hours prior to the application and such sign will remain posted at least 72 hours after the application. If you also prefer to be notified by e-mail at least 72 hours prior to the application during this current school year, please call the Park Maintenance Hotline at (916) 405-5688 and request to be contacted regarding school site pesticide application notification. In the event of an emergency condition, advance notification and prior sign posting may not be feasible, but a warning sign will be posted immediately upon application.

Further information is available from the California Department of Pesticide Regulation: www.cdpr.ca.gov.

At this time, the Cosumnes CSD Parks Operations Division is planning to use the following pesticides: Round-up Pro (Glyphosate), Speedzone (Carfentrazone-ethyl, 2,4-D, 2-ethylhexyl ester, Mecoprop-p acid, Dicamba acid), Surflan (Oryzalin).

POLICY CHANGES

The Parent/Guardian Handbook is designed to promote an understanding of the Kid Central programs offered by Cosumnes CSD, and to foster a spirit of cooperation between staff and families. While the handbook describes the programs, policies and procedures, there may be times where Cosumnes CSD has to change the policies, procedures, or programs with little or no notice. Cosumnes CSD reserves the right in its sole discretion to modify or change the policies, procedures, or programs in whole or in part at any time. Nothing contained in the Parent/Guardian Handbook shall be construed as a contract between the Kid Central programs and any one or all of its customers or participants.

COPY OF KID CENTRAL REGISTRATION CONTRACT

Before your child may be registered in Kid Central, you must read, understand, and agree to the following terms:

Responsible Parent/Guardian: *I am responsible for payment of all registration fees for each of the children I am enrolling in Kid Central*, regardless of custody arrangements or other agreements. Failure to keep the account current for any of my children will result in the dismissal of all of them from Kid Central.

1. **Required Forms:** I will complete all registration forms for each of my children prior to attendance.
2. **Registration:** I will submit all required registration fees prior to my child's attendance at least 1 business day in advance for all Kid Central programs. **I will abide by all registration policies as set forth in the parent/guardian handbook.**
3. **Attendance:** I will sign my child into the program upon arrival and sign my child out of the program upon pick up. **If I am not available to sign my child in/out of the program, I will send an adult age 18 or older who is designated on the child's emergency form to do so in my place.** I understand if I do not sign my child in and out, a Kid Central staff member will do so in my place and my child can be dropped from the program.
4. **Non-registered children:** I understand if my child attempts to attend any Kid Central site without prior payment, Cosumnes CSD cannot assume legal responsibility for my child, and the police or Child Protective Services may be called to take custody of my child.
5. **Refunds:** No credits, transfers, or refunds are issued for any unused portion of the program. If I need to transfer a paid day of attendance to another day, I understand **I must call or go to a registration office and complete my registration change, a minimum of 72 hours in advance** of the currently paid day of attendance, or my request will not be granted.
6. **Illness:** My child will not attend Kid Central when ill. If my child becomes ill during attendance, I or my emergency designee will pick up my child within 1 hour of notification. I understand I must inform staff if my child has been exposed to any contagious disease. I will abide by the policy for illness transfers set forth in the Kid Central Parent/Guardian Handbook that states: Upon request, illness

transfers will be granted when your child has missed scheduled attendance due to illness; AND verification of illness has been provided by the child's physician. Refunds and credits will not be issued for any days missed. No exceptions.

7. **Late Pick-up Fee:** If I do not pick up my child by 5:30pm from Off-Track Specialty Camp, I will be charged a late pick up fee of \$1 per child, per minute, beginning at 5:30pm. If I do not pick up my child by 6:00pm from After-School Club, I will be charged a late pick up fee of \$1 per child, per minute, beginning at 6:00pm. I may not register my child for the next session until all outstanding balances are paid in full. I understand that upon my 4th late pick up of any of my children, all of my children will be dropped from the program. I understand if I do not pick up my child by 6:30pm from Off-Track Specialty Camp and by 7:00pm from After-School Club, my child will be turned over to the police or Child Protective Services.
8. **Returned Check Policy:** If a check is returned, I must pay all outstanding program fees plus a \$25 returned check fee before my child may be registered for another session in any Cosumnes CSD program. If two (2) checks are returned in a calendar year, payments must be made by cash, money order, cashier's check or VISA/MasterCard.
9. **Discipline:** I understand my child must be able to get along with others and adhere to the rules of the program. I also understand that it is necessary for parents/guardians to conduct themselves in a respectful and mature manner when at Kid Central. I understand that upon receipt of my child's 2nd behavior report, I must meet with a Kid Central supervisor to discuss my child's participation in the program. I also understand that if my child receives 4 behavior reports during a 12 month period, my child will be expelled from Kid Central. I understand **I must pick up my child within 60 minutes when my child is being sent home due to behavior issues, and I will be charged \$1 per minute after the 60 minutes.** Kid Central reserves the right to expel a participant for not abiding by the behavior standards as outlined in the Kid Central Parent/Guardian Handbook. I understand that expulsion lasts for a minimum of one full calendar year from the date of expulsion.

Contact Information

The following information is provided so that you may contact your child's Site Director and Kid Central Recreation Staff. **Please call your child's Kid Central site directly to relay information about your child.**

Off-Track Specialty Camp

Site Location & Phone Number

Youth Center (in Elk Grove Park)

(916) 869-3095

9922 Elk Grove-Florin Road, Elk Grove, CA 95624

After-School Club

Site Location & Phone Number

Johnson Recreation Center

(916) 869-3086

3570 Marsh Point Drive, Elk Grove, CA 95758

Behind Stone Lake Elementary campus

Questions or Comments

If you need to talk with someone in regards to your child's experience at Kid Central, and have already spoken to your site staff, please contact:

Cosumnes CSD:

(916) 405-5600

Riva Ballis

Recreation Coordinator

RivaBallis@cosumnescsd.gov

Patrick Bitcon

Recreation Supervisor

PatrickBitcon@cosumnescsd.gov

Teri deRosier

Recreation Manager

TerideRosier@cosumnescsd.gov