

## Welcome to MCC Kids & College Summer Academy and MCC Tech Camp!

Dear Parents,

McHenry County College Kids & College Summer Programs for 2017 is here! We're excited you registered your child for our FUN, innovative programs this summer. We hope the following information is helpful to ensure a wonderful Kids & College experience for your child.

### Arrivals

9 a.m.—MCC Tech Camp and Morning Summer Academy Classes

1 p.m.—Afternoon Summer Academy Classes

Parents or the designated caretaker must park and personally bring their children to the Kids & College WELCOME Table located near the Black Box Theatre in Building E. Entrance for The Black Box Theatre is on the northwest side of campus off of Parking Lot C. See map for details. All children must be personally signed in and out each day.

### First Day

Children should be brought directly to the Kids & College Welcome Table inside the entrance for Building E (first floor). The only supervised designated drop-off and pick-up site at the main campus is in Building E. The Director, Co-Director, Counselors and Instructors will be available at this site to welcome your child and personally escort him/her to his/her Summer Academy class or to the MCC Tech Camp arrival room.

### During check-in (starts at 8:30 a.m. on Mondays)

1. Waiver forms should be completed and signed by the parent unless it was received before the first day of camp.
2. Medication forms must be completed and signed by parent for epi-pens, inhalers, or other medications to be dispensed during the time your child is at camp. Medications must be in a Ziploc bag with child's name clearly labeled. The bag should contain medication and doctor's instructions for dispensing the medication.
3. Contact information update if needed including cell phone numbers, emails, and address.
4. Let us know who is authorized to pick up your child.

### Pick-up/Dismissal

Noon—Morning Summer Academy Classes

3 p.m.—MCC Tech Camp

4 p.m.—Afternoon Summer Academy Classes

Parents or the designated caretaker must park and personally come in to outside the Black Box Theatre in Building E (first floor) to sign children out. Parents are responsible for timely pick-up arrangements each day. Cars must be parked in the parking lot and children must be personally signed out.

Please note that Kids & College Policy specifies that children of all ages must be supervised at all times. Children are not to be on campus unless registered for Kids & College programs and accompanied by an adult or a Kids & College staff member.

### Waivers

All children must have a signed Health Agreement and Liability Release form returned to Kids & College or brought on the first date of class in order to participate.

Additional waivers are available on the Kids & College website [www.mchenry.edu/kidsandcollege](http://www.mchenry.edu/kidsandcollege) or from Laura Beaupre, [lbeaupre@mchenry.edu](mailto:lbeaupre@mchenry.edu).

### Communication

If you ever need to reach the Director of Kids & College, Laura Beaupre, during summer program hours (9 a.m.–3 p.m.), please call (815) 455-8597. The Kids & College receptionist will be happy to relay a message to Laura, and she will return phone call as soon as possible. In addition, the MCC Security Desk is also available for emergencies (815) 455-8733.

### What your child needs for full day MCC Tech Camp each day

- Children should arrive in appropriate clothing for camp. Due to the nature of the camp activities (some messy!) and outdoor activities, all children should come in clothes that can get dirty and are appropriate for weather. Athletic or closed-toed shoes are required for outdoor activities each day. No flip flops or sandals please.
- Children should come to camp having already applied sunscreen. Instructors and camp counselors cannot apply these items to children during the day, but children can re-apply their own sunscreen if needed.
- Children should bring a backpack with the following:
  1. Lunch (refrigeration not available) or money for lunch (suggested amount \$5–\$7).
  2. Water in a water bottle that can be refilled if needed.
  3. Peanut-free snack for morning break. (Afternoon snack provided by Camp)
  4. Optional: sunscreen for self-application.
  5. Optional: cell phone. Please note: Kids & College will not be responsible for any loss or damage to cell phones.

### What your child needs for half-day Summer Academy Classes each day

- Dress comfortably
- A backpack with the following:
  1. Lunch (refrigeration not available) or money for lunch (\$7–\$8) only if registered for Lunch Bunch.
  2. Water in a water bottle that can be refilled if needed.
  3. Peanut-free snack for break.
  4. Optional: cell phone. Please note: Kids & College will not be responsible for any loss or damage to cell phones.

### Inclement Weather Policy

During inclement weather, Kids & College staff will coordinate with the MCC Police to ensure the safety of your child. In situations of a severe storm or tornado warning, the staff will move children to the safest possible location according to MCC Police Department. If these situations occur during pick-up time, the Kids & College program will be in safety mode inside the building. Children will not be dismissed until it is safe to do so. We ask that during these situations, parents either come into the building or wait in their cars. If safely possible, there will be a designated staff member(s) near the drop-off/pick-up location to provide information during these situations.

### Attendance

Please call the Kids & College office, (815) 455-8597 or email [lbeaupre@mchenry.edu](mailto:lbeaupre@mchenry.edu) by 9:15 a.m. if your child will be absent.

### Lunch Options for MCC Tech Campers and Lunch Bunch students

Kids & College offers two lunch options:

- Bring a lunch (refrigeration not available).
- Bring money (recommended \$7–\$8) to purchase a daily lunch in the cafeteria.

### Orientation Tours

To make your child's experience as positive as possible, Laura Beaupre will be offering tours of the main campus. Be sure to bring your child's schedule (registered class) to help map out his or her daily routine. Tours will last about 45 minutes. Tours begin promptly and will start in the Commons Area (cafeteria) in Building B on the following date:

Wednesday, June 7, 2017

First tour: 9 a.m.

Second tour: 11 a.m.

RSVP by emailing [lbeaupre@mchenry.edu](mailto:lbeaupre@mchenry.edu).

If you have any questions about your child's class or the MCC Tech Camp, please call Laura Beaupre, (815) 455-8597 or email [lbeaupre@mchenry.edu](mailto:lbeaupre@mchenry.edu).

We look forward to seeing everyone soon!

Kids & College Staff