

## **Kids Across America Terms & Conditions**

All registrants are required to read and sign the following Terms & Conditions.

### **A. ATTENDANCE**

1. Registration is complete when the policy agreement is signed, and the required payment is submitted.
2. Acceptable Camper and Kaleo ages are as follows:  
**a. Camper ages 9-18                      b. Higher Ground: 14-18                      c. Kaleos: 20 and up**
3. All attendees 18 and over must submit a KAA background check.
4. Incorrect reporting on camper forms and/or unregistered attendees results in:
  - a. If space is available, with the camp director's approval, the attendee may attend and pay applicable fees.
  - b. If no space is available, the attendee is sent home at the group's expense.
5. The standard policy is 1 Kaleo to 10 Campers per camp. We are happy to consider requests for more Kaleos if there is space available.
  - a. One Kaleo must attend each camp where campers are registered.
  - b. It is highly recommended to bring Kaleos of both genders for your group.
  - c. There are no Kaleos for Higher Ground.
6. Kaleos reside in Kaleo housing. Family/alternate housing is not provided.
7. Ensure all attendees meet the eligibility requirements as outlined in the Registration Guide. Any questions should be directed to the KAA Health Services Director.  
**\*\*Any Attendee with restrictions will be sent home at your expense\*\***
9. Campers attend KAA only ONCE per summer. Campers between the ages of 14-18 may attend a second week at Higher Ground during a separate week.
10. All Attendees must stop at the Registration Building on Opening Day.
11. Kaleos are responsible for all check-in duties before continuing into camp.
12. All meds must be checked in with Health Services and every Ziplock bag will be verified.
13. Group leaders/Kaleos are responsible for monitoring their organization's registrations for enrollment status and accuracy.

### **B. REGISTRATION EXPLANATION OF STATUS**

14. Reserved: Reserved spaces are spaces held by the group waiting to be assigned a camper using the camp links.
15. Registered: The appropriate registration fee is paid and has a camper

assigned and forms completed.

16. Reservations/spaces cannot be reclaimed once cancelled.

## **C. PAYMENTS/CHARGES**

17. The full cost of Camp is \$225 per attendee.

- a. Payments must be received by the stated deadline. Postmarks are not honored.
- b. Late payments may result in reduction of spaces.
- c. Deposit of \$25 is due at the time spaces are reserved.
- d. Full payment is due by **May 1st 5pm CST**.
- e. Full balances for spaces reserved after May 1st are due at the time the reservation is made.

18. The organization is responsible for paying all fees and fines.

- a. KAA does not accept parental or other contributions specifically for your group and will be viewed as a general donation.
- b. Payments and fees are not tax deductible.

19. Any outstanding balances are to be reconciled before departing from camp. Funds submitted toward new reservations are applied to previous balances, then to the new reservation. You cannot begin a new group nor attend with another group unless all accounts from previous years show a zero balance.

20. Medical charges are applied after a week's completion and are incurred for the issue of items such as ace bandages or prescription retrieval. These fees offset the cost of treatment at the Health Center and cannot be billed through health insurance.

## **D. CANCELLATIONS/REFUNDS/FEES**

21. To avoid penalties, cancellations are to be made in writing and submitted to our offices no later than **April 1st 5pm CST**.

- a. Refund requests must be submitted during your week of camp.
- b. Documentation (i.e., doctor's note, school correspondence) is required to support cancellation/refund requests.
- c. Refund/waiver amounts are at the discretion of senior management and are not guaranteed.

22. Financial penalties are incurred in the following cases:

- a. The \$25 deposit for each cancelled space is forfeited between **April 2 and May 1**.
- b. Full tuition is forfeited for cancellations made between **May 2nd and Opening Day**.
- c. Late arrivals and/or departures incur a fine. Please consult with registration before making travel plans.

23. KAA reserves the right to change attendees' camp placement as deemed appropriate before or after camp begins.

## **E. WAIT LIST**

24. As space becomes available, a Registration Team member will contact the leader by email or phone call. The leader must respond by the stated deadline, or the space is cancelled and offered to the next group. If you do not receive any communication from Registration: there is no available space. Do not bring waitlisted or unregistered attendees without Registration's consent. Doing so will incur a **\$100 fine** in addition to the registration fee.

25. Payments for waitlisted spaces must be paid by the following due dates:

- a. Within 10 days of acceptance after **May 1st**.
- b. Opening Day if the spaces are accepted less than **10 days** before Camp begins.
- c. Failure to pay by the due date results in cancellation of offered waitlisted spaces.

## **F. FORMS/VERIFICATIONS**

26. Parents must enter the attendee information online no later than **TWO WEEKS** prior to your Opening Day. Spaces without information entered by **5pm CST** of your designated date, receive a \$25 late fee. There are no penalties for updating information; however, there is a \$25 per person fee for the following:

- a. Having incomplete, incorrect, or no information for your attendees by your 2-week data entry deadline.
- b. Failing to sign the Health Policy for those who have diabetes and are on insulin or who have a recent seizure history.
- c. Having incomplete, incorrect, or no information for replacement or new attendees on Opening Day.
- d. If Registration Staff enters information on behalf of the attendee or organization.

27. Online registration is closed **TWO WEEKS** prior to your attendance. Information may be updated but no new spaces can be acquired. Waitlisted spaces may be offered during this time at KAA's discretion.

28. Registration Verification is due on the Thursday before your Opening Day by 10am.

- a. Confirm via written email or signed roster/registration list that all attendees information is correct: names, birth dates, genders, and camps.
- b. Any further changes must be communicated to KAA Registration team by 8am Opening Day.

## **G. INSURANCE**

29. The safety and well-being of your Attendees is our number one priority. We require that attendees have adequate medical coverage. Group insurance can be found in the Registration Guide under Additional Information.

30. The group is liable for each of their registered attendees. It is the group's responsibility to ensure that each attendee is covered by some form of insurance.

31. The tiers of coverage are as follows: 1) individual insurance/Medicaid, 2) group/ministry insurance. If an accident occurs, the individual coverage is filed first then the group/ministry insurance.

## H. HEALTH SERVICES AND SAFETY POLICIES

32. Health Services assist with dispensing medicine, performing health checks and overseeing emergency situations.
33. There is a Health Center in each camp in case of illness or emergency.
34. Prescription medications must be in the original prescription bottle.
  - a. Have a current prescription label marked with Camper's name and information.
  - c. The prescription is NOT accepted if it belongs to anyone other than the Camper.
35. Compare the camper's medication with completed/signed Medication Administration Record (MAR) form and place the MAR and medication into a Ziploc bag. Include the following information on each individual's Ziploc bag:
  - a. Camper's Name and Gender.
  - b. Organization or Household (if not registered with a group).
  - c. Camp Name (example KAA 1, HG)
36. In a larger Ziploc bag; collect all the Camper medicines by camp. Mark the outside of the bag with Week, Camp Name and Organization Name.
37. **Pick up all the medications AFTER the picnic BEFORE VESPERS on Thursday evening.**
38. Kaleos are responsible for administering their own medications.
39. You must contact the Health Services Director if your potential attendee has a questionable medical condition.
40. Our Health Center Staff attends to regular day-to-day medical needs but is not equipped for major medical situations. The closest hospital is 1 hour away from camp.
41. Attendees with severe asthma or allergies must submit to the Health Services Director. Attendees have adequate medical coverage. Group insurance information can be found in the Registration Guide under Additional Information.
42. **KAA cannot treat attendees that have not presented a complete health form with online signature.**

## I. CONTAGIOUS ILLNESS/LICE

43. Check each attendee for lice prior to departing for camp.
44. Do not bring attendees who have lice, a fever or appear to be ill (further guidelines are required for contagious illnesses).
45. Upon your arrival to camp, our Health Center Staff checks attendees for lice and health

concerns. Those with lice, fevers or other health concerns are not allowed to enter camp until the matter is resolved. If the matter is not resolved within 36 hours that person is sent home at your expense.

46. Since lice and contagious illnesses are spread very quickly from one person to another, the Health Center Staff reserves the right to detain persons within the same vehicle in which the infected person is traveling.
- If lice/nits are found during check-in, the group/family is charged a \$50 fine.
  - A Kaleo is required to take that person's possessions to wash at your expense, and another Kaleo is expected to wash the person's hair. If a Kaleo is not available, the attendee is sent home at your expense and additional fees may apply.
  - If contagious illnesses relating to health concerns are detected, CDC guidelines are followed, and attendees may be sent home at your expense.

## **J. MISCELLANEOUS**

47. KAA does not have a specialized menu for those with special diets and is not equipped to handle food allergies.
48. KAA is not responsible for items lost, stolen, or damaged during your week (including medical equipment such as nebulizers). Do not bring or send valuable belongings to Camp. Lost luggage, medications, and money are your responsibilities. (Please refer to the Things to Bring Lists and follow the instructions closely).

**I have read, understand, and agree to comply with the above stated Terms and Conditions. I understand that all policy decisions are at the discretion of Kids Across America.** I agree to discuss these terms and conditions with all attendees to thoroughly abide by and understand the camp policies.

**Organization Leader:** By placing a reservation at Kids Across America, I acknowledge that I have read and accepted KAA's Terms and Conditions.