



Student Expectations and Parent Information

Arrival/Pickup: In - person Camps will be Monday – Thursday, 9:00 am – Noon or 1:00 – 4:00 pm. Students must be dropped off no earlier than 15 minutes prior to the start time and must be picked up no later than 15 minutes after end time. Parents/Guardians will be responsible for their child outside of these hours.

Dress: For safety of campers, shirts with sleeves must be worn (no tank tops). No jewelry is allowed. Clothing that is negative towards the school or school district, promotes the use of alcohol or drugs, is profane, racially biased or offensive in language/pictures, relates to gang activity or colors, or includes sexually inappropriate references may not be worn. No open-toe shoes or house slippers are allowed. Safety glasses will be provided by instructors in certain classes and must be worn during class. Please note other special requirements for participants in the following classes:

- Please note that any of our camps may include activities causing the participant to get dirty so please plan accordingly.
- **Heavy Metal, Gearhead Mechanics 101 and Design, CNC and Machining participants:** No loose or baggy clothing, long pants (no shorts), long hair must be tied back, closed toed shoes, and for Heavy Metal please wear leather shoes (no tennis shoes). These camps are dirty, old clothes are recommended.

Expected conduct: Kidtek is an environment which is both safe and supports positive learning. Such an environment does not include profanity, bullying, fighting, injury to others or destruction of property. If such conduct occurs by parent, guardian or child, will be immediately discussed with regarding the behavior. The goal is to bring a positive outcome, but if such outcome cannot be achieved, the student's emergency contact will be called and student will be asked to leave the program with no tuition reimbursement.

Cancellation: I agree to notify a CBIZ personnel directly ***at least one week in*** advance of scheduled changes and termination of camp in order to receive tuition reimbursement. I understand that I am responsible for the full tuition until notice to CBIZ office (319)208- 5375 and withdrawal has occurred. Full tuition will be charged whether or not the child attends if notification is not received according to this policy.

Drink: We will provide water for all camps. Snacks are discouraged due to the increase in allergies among campers.

Safety – Safety procedures of Southeastern Community College will be followed. You can obtain full listing at: <https://www.scciowa.edu/meet/safety/>

Other: If your child will be absent on a given day, please contact our office at 319-208-5375.

Thank you,

Kidtek Coordinator: Diana Fincher-Smith, 319-208-5383

Kidtek Assistant: Michelle Huppenbauer, 319-208-5375