

## *New Drop-off and Pick-up Procedures*

*Starting Monday, July 6th, 2020*

In order to prevent congestion and traffic jams, starting this upcoming Monday, July 6<sup>th</sup>:

- Each camper must be escorted into the building, using the side door entrance under the overhang.
- Everyone entering into the building **MUST WEAR A MASK.**
- NO sign-in/out is necessary, a staff member will meet you and your camper by the stairwell landing and he/she will be then escorted to their assign homeroom by a camp counselor.
- We ask that ALL families entering the building stay to the **RIGHT SIDE** of the stairway when dropping-off/picking-up to allow families coming out to use the left side.
- If you are signed-up for **Before Care**, doors will open promptly at 7:50am; if you are signed-up for Full-Day (9am-4pm)/AM (9am-11:30am) Camp **ONLY** doors will open at 8:50am.
- When picking up your child, same procedure will be followed. If you are signed-up for **After Care**, doors will open promptly at 5:20pm; if you are signed-up for Full-Day Camp (9am-4pm) **ONLY** doors will open at 3:50pm; if you are signed-up for AM Camp doors will open at 11:30am.
- **Late Pick-Up:** We encourage you to pick up your child immediately after camp unless you have registered for **After Care**. Children who are picked up past our end **Full Day Camp time 4pm**, will automatically be placed in and charged our **After Care (4pm-5:30pm)** service fee of \$12 per child. Children who are repeatedly picked up more than 15 minutes later than the end of **After Care** camp will be billed \$20.00 for first 15 minutes and \$1 every minute afterwards beyond the time the camp has ended. This balance will be run to the credit card on file
- If you will be dropping off late or picking up early, please be sure to email me, [Erica.P@flyinghighgym.com](mailto:Erica.P@flyinghighgym.com) or call 708.352.3099 ext 16.

**Thank you, for bearing with us as we continue to modify our procedures! In order to Prevent congestion....**

Regards,

**Erica Perez**

**Camp Director/Café Manager**

