



## Important Parent/Guardian Information

### Kids@College

Welcome to Prairie State College (PSC) and thank you for choosing to send your child to the Kids@College summer program. This new approach to summer programming offers innovative and creative learning with weekly themes. Please read and complete all registration forms including:

1. Course Registration Form (Eventbrite)
2. Release and Liability Form
3. Health and Emergency Contact Form
4. Student Code of Conduct Form

### Registration and Forms:

Online: [prairiestate.edu/kids](http://prairiestate.edu/kids)  
Telephone: (708) 709-2957 or 3580  
Fax: (708) 709-7883  
Walk-in/Mail: Prairie State College  
Workforce Development and  
Community Education  
ATOC Building  
202 S. Halsted  
Chicago Heights, IL 60411

Kids@College program forms must be completed and submitted prior to the start date. Forms can be found on the PSC website at: [prairiestate.edu/kids](http://prairiestate.edu/kids) and can be mailed, emailed, faxed or dropped off at 202 S. Halsted, Chicago Heights, IL 60411 or email [wdce@prairiestate.edu](mailto:wdce@prairiestate.edu).

### Days, Dates and Hours

We offer two one-week sessions of imaginative and interactive fun from June 20 - June 24 and July 18 - July 22. Students must be registered to attend either or both camps.\* The summer enrichment program will take place Monday - Friday, 9 a.m. - 3 p.m. Please note before and after care is available for a nominal fee. Optional breakfast drop-off at main campus building is available at 8:30 a.m.

### Location and Contact Numbers

All classes will be held at the PSC ATOC Building, 202 S. Halsted, (708) 709-2957 or 3580.

*\*Content is the same in both camp sessions.*

### Drop-Off:

Students must be signed in by a parent or guardian at the front entry each day. Children should not be dropped off without a confirmed greeting by a staff member. Students cannot be on campus more than 30 minutes prior to their first class.

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### Pick-Up:

Students must be picked up within 30 minutes after dismissal of their class. Students will only be released to individuals authorized on the Health and Emergency Contact Form. Students must be signed out by a parent or guardian at the front entry each day.

### Late Pick-Up:

The first occurrence of a late pick-up will result in a warning. The second occurrence will result in an additional \$20.00 late fee; a third occurrence will be grounds for dismissal with no refund.

### Early Pick-Up:

When early pick-up is required, please inform college staff at the time of drop-off or call WDCE to complete an Early Pick-Up Form.

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