

Carolina Trackout Camps

Carolina Trackout Camps is a new track-out and mathematics and Science enrichment provider. We are a one-of-a-kind service provider in the Wake County area. Carolina Trackout Camps is owned and operated Carolina Trackout LLC owner Shobha and the highly educated and skilled teachers and staff of the program have a passion for the Math, Science and physical activities. Shobha is well respected in the community for her work.

Director of Carolina Trackout LLC, Ms. Shobha



Director of Carolina Trackout LLC, Ms. Shobha is a founder of first and original Science and Math camps in North Carolina. She has a Bachelor degree in Computer Science and in Physics-Math with a Master's Degree in Physics and Math Education research with Statistics. Shobha has taught Physics and Math courses at NCSU for five years and has worked as a Software Engineer for over fifteen years.

Shobha has worked on a pilot Science and Math Camp program from home for 5 years and proved that the kids enjoy the camps when they are physically and mentally challenged. She offered this concept to other programs and was accepted by the larger community. Hundreds of kids have gone through the program in last seven years and have enjoyed it.

Now, she is starting her own program as Carolina Trackout LLC. This is offered as a low cost program with a commitment for higher number of weeks kids can enjoy. This program will consists of Science and Mathematics Camps for 1st through 8th grades, One on one and Group Mathematics classes for EOG, EOC and SAT topics. Computer training classes for high school students and adults will also be available.

MISSION STATEMENT

Inspire young minds to develop love for the wonderful world of Science & a fascination for the power of Math!

OUR GOAL

- **Make Science fun by relating to every day examples backed by relevant hands-on experiments.**
- **Use children's innate curiosity to teach mathematics by solving real life problems.**
- **Improve school grades and EOG results.**
- **Exercise the body with outdoor and indoor sports activities.**
- **Promote enjoyment of the arts by practicing and creating own crafts**

Ms. Shobha will be using her researched techniques to build confidence and a positive attitude toward the subjects.

POLICIES

All Carolina Trackout Camps sessions follow the Wake County Public School System traditional and year-round calendars, serving students.

Hours of operation are Monday – Friday, 9:00AM-5:00 PM. The bulk of classroom instruction and the sports activities will take place between the hours of 9:30AM-3:00PM. The time before and after instructional time will consist of structured and unstructured activities.

CLOSING DATES

Carolina Trackout Camps will be CLOSED the following days:

December 24, 2009 - January 1, 2010

(Also, please refer to the schedule for camp weeks)

Should inclement weather arise, our management will close Carolina Trackout Camps. Please contact us directly and/or watch WRAL news. Carolina Trackout Camps will appear and may not directly follow the WCPSS schedule. Our management will base their decision on the weather around our school and will make such decision in a timely manner.

Should an emergency situation arise and Carolina Trackout Camps early or delay the start time, you will be notified directly via the telephone or email.

Procedures

- **Parents must sign in their child in the morning at 9:00am.**
- **Parents must sign out their child when picking up their child/children between 4:30 pm– 5:00 pm.**
- **There will be additional \$5 charge for every additional 15 minutes after 5:00 pm.**
- **Parents can prepay \$10/hr if they need additional time after 5:00 pm.**
- **Parents provide their child with a lunch, 2 snacks and drinks daily.**

No food will be provided by Carolina Trackout LLC. Please make sure that your student's lunch and snack boxes/bags should be clearly marked with his/her name.

Please make sure that you make our staff aware of any food allergies so that a substitution may be made for your child. If your student's lunch requires refrigeration or the use of a microwave, please make a staff member aware of this need.

Parents must sign in their child(ren) when picking up their child/children at 9:00 am. Parents must sign out their child(ren) when picking up their child/children between 4:30 pm – 5:00 pm.

We ask that you speak with an employee so we are aware of your child's departure. You may be asked to show a picture ID as these sessions are week-long and the staff may not have sufficient time to develop a close relationship with all those authorized to pick up your student. Do not send siblings under 18 years of age to pick up your child. Only an authorized adult is allowed to do so. Your child's safety is very important to us and this will be strictly enforced. If your student is to be picked up by someone other than the persons authorized by you in your registration information, a written note must be given to a staff member in advance and proper identification will be required. A telephone call to give authorization for another party to pick up is not permitted.

Children must be picked up by 5:00 PM each day. A mandatory late pick up fee will be charged at

the rate of \$5 for each 15 minutes after 5:00 PM. Starting at 5:05 pm the fee will be \$5; at 5:30 pm the fee will be \$10; after 5:30 the fee will be \$20. This late fee must be paid before your student is allowed to return the next day or prior to pick-up if this occurs on the last day of a session. Repeated tardiness at pick up time will result in dismissal from the program. Please call if you are expecting to be after 5:00pm when picking up your student. A late fee will be charged even if you call.

SICK STUDENTS

Sick children should not attend the program and will be sent home. Your child must be without a fever, diarrhea, and vomiting for 24 hours prior to returning.

MEDICATION

Children are never to have medication in their possession. All medications must be brought in by the parent and administered by the parents only. Staff members are not allowed to administer medication. All medications must be clearly labeled with the child's name, physician's name, name medication and instructions for administration. No medications will be given without these written instructions.

Failure to comply with all established policies of Carolina Trackout Camps may result in dismissal from the program. Carolina Trackout Camps reserves the right to dismiss a child from the program at any time based on their behaviour.

ENROLLMENT

A registration form with the session's tuition is due 2 weeks prior to the start of each student's session. All money must be collected in full before the last day of the student's camp. Upon acceptance, a "parent pack" of information forms (see below), provided by Carolina Trackout Camps must be completed by the parent prior to the attendance of the child in the program.

Parent pack

The packet of information forms for the child's file include the following:

Registration Form

Carolina Trackout Camps Policy Agreement

Emergency Information Form

Authorization to Release Child

Each family will access and print a copy of the Online Parent Handbook. Please make sure to read this and use it for future reference.

There will be a \$25 processing fee for any checks returned for insufficient funds.

Payment to cover the NSF check must be in cash and after the second returned check, all future payments and any other fees must be **PAID IN CASH**.

CANCELLATION AND REFUND POLICY

In case of unforeseen extreme illness, injury, or emergency situations parents can reschedule the camp week based on the availability. Parents can also make appointments to get 1-1 at the current rate/hr for Mathematics class for the remaining dollars. However, parents are required to provide a 2 weeks written notice of cancellation. Based on a 15 days written notice tuition will be used as minus \$50/week as cancellation fee. Any cancellation and request for change without a 15 days written notice will be subject to management's review and approval. Upon the approval of the Carolina Trackout Camps management, weeks may be exchanged to accommodate unforeseen extreme illness, injury, rescheduling, or emergency situations. This is pending prior approval, availability, and a

doctor's note may be required. This service is provided free of charge.

STUDENTS WITH SPECIAL NEEDS

Carolina Trackout Camps accepts students with special needs and will work with parents in providing the best track-out care possible for these students.

DISCIPLINE AND BEHAVIOR MANAGEMENT POLICY

We at Carolina Trackout Camps feel that praise and positive reinforcement are effective methods of behavior management for elementary students. We understand that when students receive positive and non-threatening physical interactions from our staff, they develop good self discipline, problem solving skills, and self-control. Carolina Trackout Camps will strive to maintain a consistent balance of praise and positive reinforcement as an effective means of classroom management.

All students are treated as unique individuals and we at Carolina Trackout Camps will respect their feelings, wants and needs. Please feel free to discuss any situations in which you feel the staff of Carolina Trackout Camps failed to consider your student's individuality with a member of our management team. In order to maximize your child's camp experience please ensure that your child keep all toys and electronic games at home.

STAFF REQUIREMENTS

All Carolina Trackout Camps staff members, even those not directly working with children, have had criminal record checks done by a private agency and are subject to random drug testing.

All staff that drive with the vehicle have checked for their clean driving record.

All staff that teach Math and Science have education training and experience teaching children. All lead teachers have college degrees in education/Math/Science and have had extensive teaching experience.

COMMUNICATION WITH PARENTS

Our staff is always available for parent questions, concerns or suggestions at any time. You are encouraged to discuss any questions or concerns you may have during the day with the director of Carolina Trackout Camps. If you would like to meet with a teacher or a member of our management, you may speak with either in person as you drop off or pick up your child. If a more formal meeting is desired you may schedule an appointment.

The staff of Carolina Trackout Camps reports directly to the Director and Owners of the camps. The owners/management teams have established the policies and procedures of Carolina Trackout Camps and are the only persons that may interpret said policies and procedures.

OPEN DOOR POLICY

Carolina Trackout Camps has an open door policy and parents are always welcome! We encourage you to visit the program at any time and see first hand how your student is spending his/her day.

HEALTH AND SAFETY GUIDELINES

No Smoking Policy

Carolina Trackout Camps has a smoke free environment. To ensure the safety and comfort of the students and staff, our no smoking policy is strictly enforced. Smoking is not allowed anywhere on the campus of Carolina Trackout Camps. Please extinguish all smoking materials before getting

out of your car and dispose of smoking waste properly.

Safe transportation of students

Should any staff member of Carolina Trackout Camps feel at any time that the person picking up a student is under the influence of alcohol or drugs, they are to notify a member of management immediately. An alternate contact will be made for pick up of the child if deemed necessary by the member of management. If no alternate contact is available, a taxi will be called to transport the adult and student home. This is for the safety of the adult, student and others on the roadways. If the adult becomes belligerent, staff will notify the police and the authorities will then take control of the situation.

We thank you for considering Carolina Trackout Camps for your student's Science, Math, Physical and mental enrichment needs. Please feel free to voice any questions or concerns to a member of Carolina Trackout Camps management. We look forward to working with your student as strive to do what we do best...

AGE REQUIREMENTS

Effective June 1st, 2009, all students must have previously attended kindergarten before attending Carolina Trackout Camps and must be able to read and write.

Document last updated on: June 1st, 2009