

# CAMP CAPITOLAND 2026

*Featuring* giant waterslides & splash zones • themed adventure weeks • epic team challenges • glow games & dance parties • slime, science & STEM labs • sports, obstacle courses & silly competitions • creative maker projects • scavenger missions & outdoor exploration • field trips & special guests • leadership & teamwork activities • Bible-based character moments • service projects • imagination stations • and BIG summer memories!

May 24 - 30	<b>LIGHTS, CAMERA, COMPETE:</b> Under the lights and in front of the camera, teams face trivia showdowns, fast-moving obstacles, and high-energy challenges.
May 31 - June 6	<b>SUPER SILLY SPORTS:</b> Get flipped upside down (maybe literally) with sports played in the most unexpected and rule-challenging ways.
June 7 - 13	<b>CAMP IS LAVA:</b> Teams face off in themed relays and creative competitions with surprise lava, glitter, and slime zones!
June 14 - 20	<b>H<sub>2</sub>-WOAH!</b> Enter the ultimate summer splash zone with splashy relays, drip challenges, water science, and watercolors.
June 21 - 27	<b>PASSPORT PARTY:</b> Stamp your passport and explore games, dances, and traditions from around the world.
June 28 - July 4	<b>BACKYARD BASH:</b> A red, white, and blue week packed with backyard games and classic summer fun.
July 5 - 11	<b>WILD MISSIONS:</b> Rain or shine, we'll be exploring the outdoors with navigation challenges, shelter builds, and hands-on nature fun.
July 12 - 18	<b>HEROES IN ACTION:</b> Big faith, brave choices, and bringing the Bible to life through stories, art projects, and games.
July 19 - 25	<b>WINTER IN JULY:</b> Chill out with snowy games, cool twists, and imagination on ice – in the middle of summer!
July 26 - August 1	<b>GLOW &amp; GO:</b> An electric week filled with bright lights, bold neon colors, and high energy fun.
August 2 - 8	<b>RIDICULOUS RECORDS:</b> Fast, slow, big, tiny, and totally ridiculous records, meant to be broken (and we'll invent our own!).
August 9 - 15	<b>SLIME, SPARKS, &amp; SURPRISES:</b> Expect fizzy experiments, messy creations, and surprises that spark curiosity during this week full of science!
August 16 - 22	<b>DIMENSION HOPPERS:</b> Hop between imaginative worlds where the rules change, creativity leads, and anything is possible.
August 23 - 29	<b>GAME OF CONES:</b> Fast-paced challenges using cones, cups, and clever twists to keep us moving into the new school year.

<b>RATES</b>	1 <sup>ST</sup> CHILD (\$50 registration fee)	EACH ADDITIONAL CHILD (\$25 registration fee)	BLUE ZONE (\$50 registration fee)
WEEKLY	215	185	150
DAILY	55	50	50

Field trips, breakfast, lunch, snacks, and most activities are all included in the pricing. A summer calendar with the schedule and off campus planned activities will be provided the first week of camp.

## CAPITOLAND CHILDREN'S CENTER

3651 Maple Grove Drive, Madison, WI 53719

Call/Text: 608.228.2022 • kids@capitoland.com

Website: www.capitoland.com    @capitolandkids

# CAMP CAPITOLAND 2026

CAMP ENROLLMENT PAPERWORK IS DUE BY MAY 15, 2026.

Child's Name: \_\_\_\_\_ 2026-2027 Grade: \_\_\_\_\_

1. Please circle all the dates that your child will be attending on the chart. You will be charged for all the dates circled, regardless of attendance. Initials: \_\_\_\_\_

LAST DAYS OF SCHOOL (as of 2/27/26):

Capitoland & Mount Horeb Christian – 5/22; Queen of Peace – 5/29; Blessed Sacrament – 6/5;  
MMSD – 6/10; VASD – 6/11; OASD – 6/12

MAY	26	26	27	28	29
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JUNE					JULY					AUGUST				
1	2	3	4	5	X	X	1	2	3	3	4	5	6	7
8	9	10	11	12	6	7	8	9	10	10	11	12	13	14
15	16	17	18	19	13	14	15	16	17	17	18	19	20	21
22	23	24	25	26	20	21	22	23	24	24	25	26	27	28
29	30	X	X	X	27	28	29	30	31	X	X	X	X	X

2. If your child will be attending summer school and will need transportation after school to Capitoland, please indicate the following: School: \_\_\_\_\_ Dates: \_\_\_\_\_ Pick-Up Time: \_\_\_\_\_

3. I have received and reviewed the 2026 Camp Capitoland handbook. In enrolling my child, I agree to abide by the policies and procedures which are stated in the handbook. Initials: \_\_\_\_\_

4. I give permission for emergency medical care or treatment to be used if I cannot be reached immediately. Initials: \_\_\_\_\_

5. I give permission for my child to participate in field trips during operating hours and for my child to be transported to and from the center. Initials: \_\_\_\_\_ carseat booster none

6. I give permission for Capitoland to use any pictures/videos taken of my child to be posted on social media and to be used for other materials, including newsletters, promotions, and internal celebrations. Such pictures/videos become the property of Capitoland. Initials: \_\_\_\_\_ declining

7. Sunscreen can be applied by: child staff Bug spray can be applied by: child staff

8. Daily drop-off time: \_\_\_\_\_ Daily pick-up time: \_\_\_\_\_

9. Allergies/Restrictions/Medical Notes: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TAKE YOUR SUMMER TO THE NEXT LEVEL WITH  
**THE BLUE ZONE!**

I give permission for my child to apply for the Blue Zone program and understand participation includes both camp activities and optional helper opportunities. I acknowledge that continued participation requires positive behavior and cooperation. If significant behavioral concerns arise, my child may be removed from the program and standard camp rates will apply.

Parent Signature: \_\_\_\_\_





# CAMP CAPITOLAND 2026 HANDBOOK

## CAPITOLAND CHILDREN'S CENTER

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[f](#) [i](#) [t](#) @capitolandkids



# WELCOME TO CAMP CAPITOLAND!

We are blessed that you have chosen us! This year's camp promises to be filled with excitement, fun, field trips, special guests, projects, and countless activities designed to inspire your child to have fun, build friendships, and live a Godly life.

Camp Capitoland welcomes children entering kindergarten through 8th grade. While campers are typically grouped by age and grade level for most activities, they also come together for meals, daily kick-off meetings, and occasional larger group events.

Our camp offers a unique experience where kids can grow in God's love through engaging activities and adventure. Led by dedicated camp counselors who serve as cheerleaders, teachers, supporters, and guides, our staff brings a diverse range of strengths and interests, making Camp Capitoland a place where every child can find something they love!

If you have any questions about this handbook or at any time, please contact the administrator. We know it may be difficult to leave your child in someone else's care; our team is committed to honoring that by showing your kids love and patience as they grow. We are dedicated to helping your child achieve his or her greatest potential mentally, emotionally, socially, spiritually, and physically, through faith, values, citizenship, safety, understanding, and knowledge. We welcome kids of all races, both sexes, creeds, national or ethnic origins, and special needs (as long as we are able to meet their needs with our resources), all while abiding by God's Word.

## GENERAL INFORMATION

### HOURS OF OPERATION

Camp Capitoland is open from 6 am to 6 pm. Since we close at 6 pm, the latest pick-up is 5:55 so you have time to gather your child, sign him or her out, and gather his or her belongings.

### GROUPS

Kids are placed in groups based on the grade they are going into for Fall 2026:

- Otters: Kindergarteners
- Rhinos: 1<sup>st</sup> & 2<sup>nd</sup> graders
- Cheetahs: 3rd grade and older

### DAILY SCHEDULE

Our daily schedule may shift slightly due to weather, field trips, special events, and guest speakers.

This is our typical schedule:

6:00 – 7:30: Stations in the sanctuary.

7:30 – 8:00: Breakfast & breakfast clean-up.

8:00 – 9:00: Bathroom breaks, water bottles, and head outside for sunscreen and bug spray application

9:00 – 9:30: Morning Kick-Off: songs, review of the day's events, large group games

9:30 – 11:00: Stations by camp group + snack

11:00 – Noon: Free play, sunscreen checks, morning clean-up

Noon – 12:30: Lunch

12:30 – 1:00: Quiet games/activities + swimsuit changes

1:00 – 3:00: Stations by camp group (water games/sprinklers)

3:00: Snack

3:30 – 4:00: Swimsuit changes & indoor bathrooms

4:00 – 6:00: Stations outside or in the sanctuary

## **PROGRAM OVERVIEW**

Camp Capitoland is a church-based summer program designed to provide children with a safe and fun-filled environment that leads to lifelong friendships and memories that will last forever.

Our camp blends structured activities with smaller groups for creativity, exploration, and free play. Our days include large full-camp games, small group rotations, outdoor adventures, water activities, art projects, and time to enjoy building new friendships. There is always something to do! Each week has a different theme and – within each theme – there are always different art projects, games, field trips, and adventures. Faith is gently incorporated throughout the day through prayer, character discussions, and moments of gratitude.

A typical Camp Capitoland summer features:

- Creative art experiences like tie-dye days, painting projects, jewelry making, and collaborative murals
- Water adventures including sprinklers, slip-and-slides, water games, and themed splash days
- Field trips to parks, attractions, and local destinations
- Large group games such as capture the flag, relay races, obstacle courses, and camp competitions
- Outdoor exploration, nature walks, scavenger hunts, and playground challenges
- Theme weeks filled with dress-up days, talent shows, inventors' challenges, restaurant week activities, and camp-wide events
- Faith moments through prayer, encouragement, gratitude practices, and character-building discussions
- Leadership opportunities for older campers through our Blue Zone program

Our goal is for every child to feel safe, be encouraged and act as an encourager, and showcase his or her special talents, interests, and skills... and excited to come back!

Our pricing includes breakfast, lunch, two snacks, field trips, and most supplies. For instance, we do ask kids to bring in their own white shirt or socks for tie-dye days. Schedules, locations, and activities may adjust due to weather, field trips, staffing needs, or special events.

## **BLUE ZONE (MIDDLE SCHOOL SCHOLARSHIP)**

The Blue Zone is a special Camp Capitoland experience created just for campers entering 6th–8th grade who are ready for more independence, new responsibilities, and next-level summer fun. Blue Zone is designed to help middle schoolers build confidence, responsibility, and friendships while having an unforgettable summer. Blue Zone campers enjoy everything they love about camp - field trips, themed adventures, games, and water days - while also getting opportunities to step behind the scenes, help with camp activities, and learn how camp runs. They're still campers first... just with a few extra privileges along the way, including discounted camp tuition, special events and privileges, helper roles with younger campers, and behind-the-scenes set up for activities like crafts, water games, and some of our larger summer events (like the Flamingo Run).

There are only five spots available for this scholarship/leadership hybrid program. Blue Zone applicants must have attended Camp Capitoland for at least one summer AND complete the student application on the enrollment form by May 1. Children not selected are still welcome to attend Camp Capitoland at regular camp rates. Participation includes both camp activities and helper roles. Continued participation requires positive behavior and cooperation. If significant behavioral concerns arise, children may be removed from the program and standard camp rates and/or removal from camp will apply.

# ENROLLMENT & ATTENDANCE

## REQUIRED DOCUMENTATION

Camp Capitoland is open to current and new attendees! All enrollment materials (including the summer's attendance dates) are due by May 15 to guarantee enrollment and for all field trips. Children must have all proper paperwork in at least two weeks in advance of the first day of attendance.

## REQUIRED DOCUMENTATION

All enrollment materials and attendance dates are due May 15.

### Currently Enrolled Capitoland Attendees

Submit:

- Camp Enrollment Form
- Summer attendance calendar

### Not Currently Enrolled for the 2025-2026 School Year

Submit:

- Enrollment Form
- New Child Enrollment Form
- Tuition Express Form
- Wisconsin Immunization Record (showing the chart to indicate all immunizations are up-to-date)
- Child Health Report (within past year)

## SCHEDULE COMMITMENT

Schedules are set on enrollment paperwork for the full summer.

## ATTENDANCE

Please follow the scheduled drop off and pick up times listed on your enrollment form. We ask for a 15-minute window to help us plan staffing accordingly.

## ABSENCES

If you need to call your child in for the day, please use the attendance form on the Capitoland Parents' Landing Page. We realize that your drop-off and pick-up times may change for field trip days, and we do staff accordingly for those special events. There are no tuition deductions for absences, inclement weather days, or holidays.

## WITHDRAWAL POLICY

A written or emailed notice three weeks in advance is required when withdrawing. Your child's last day - or the day the schedule change will be effective - is dated three weeks from the date Capitoland receives your notice. If your child is withdrawn at any time prior to the three weeks, you will still be charged the tuition for all three weeks.

# SCHEDULING

## FIXED SCHEDULING

On the enrollment paperwork, please circle all dates that you would like your child to attend. There is no minimum for the week, month, or summer! We will plan on and you will be charged for those dates, regardless of attendance. Due to maintaining appropriate staff to child ratios, we unfortunately don't allow switches/swaps or cancellations. Schedules are set on enrollment paperwork for the full summer.

## **FLEXIBLE SCHEDULING**

The flexible scheduling option is not available for Camp Capitoland. We do offer a flexible scheduling option for daycare and Kids' Club 2:52.

## **VACATION CREDITS**

There are no vacation credits for Camp Capitoland; instead, all schedules are considered "flexible" and are indicated on the attendance portion of the enrollment form.

## **LEAVES OF ABSENCE**

Leaves of absence are not available for Camp Capitoland. We do offer that option for daycare and Kids' Club 2:52.

## **ADDING DAYS**

Additions to the schedule are subject to availability on a case-by-case basis and approval from administration. Your account must be up to date with no balance due at the time of the request and your payment will be processed immediately.

## **HOLIDAYS**

Camp Capitoland is closed for Memorial Day, Independence Day, and Labor Day.

## **CLOSURES**

Updates will be posted on TV channels WISC (Channel 3), WMTV (Channel 15), WKOW (Channel 27), and on Facebook and Instagram @capitolandkids. These days are paid as if it were a regular attendance day.

# **DROP OFF, PICK-UP, & BUILDING ACCESS**

## **CHECK IN/OUT PROCEDURES**

Parents will need to sign their child in and out on their child's group clipboard. You will need to put your initials and the time of drop off or pick-up. If your child doesn't appear on the daily attendance, please talk with a camp counselor.

## **AUTHORIZED PICK-UP**

All children must be signed in and out by a parent or legal guardian daily. If someone other than the usual parent/guardian will be dropping off or picking up, please notify the office via text in advance with the person's full name and when he or she is allowed to pick-up. Alternate pick-up persons must be 18 or older, show valid photo ID, check in with the office, and follow all Capitoland policies. We reserve the right to ask for valid photo ID for anyone in the building.

## **LATE PICK-UP**

If your child's schedule will be different one day (late arrival, early pick-up, absence, etc. due to car trouble, illness, doctor's appointment), please submit an attendance form on the Parents' Landing Page.

The latest pick-up time is five minutes before closing, allowing time to sign out, gather belongings, and connect briefly with staff. Late pick-ups may incur fees: \$25 for the first five minutes, plus \$1 per additional minute per child.

## **CHILD SUPERVISION**

Children must be under parent or guardian supervision before sign-in and after sign-out. Children may not go to another room or outside without adult supervision.

## **FACILITY SECURITY & LOCKED DOORS**

Capitoland is a secured, locked building. Parents/guardians may purchase keycards for \$25 each for access during normal hours. All other visitors must check in at the main office and show ID. We have an open door policy for parent visits during the day; please check in at the office upon arrival. This policy is subject to change based on safety protocols.

## **DAILY CAMP LIFE**

### **MEALS & FOOD**

Our typical daily meal schedule is below. Please plan around these times, as we do need to finish meals and start cleaning up about 10 minutes prior to the end time in the cafeteria. These times may shift a bit during field trips.

7:30 – 7:55: Breakfast

10:00 – 10:15: Snack

Noon – 12:25: Lunch

3:00 – 3:15: Snack

Due to children in our center having food allergies, Capitoland does not allow children to bring in food unless it is to be eaten during a meal or snack time. If your child needs something to eat before breakfast, parents should provide a healthy dry snack (graham cracker, granola bar, etc.) for your child to eat at one of the bistro tables outside the sanctuary prior to 7 am. Daily lunches may be brought in and kept on your child's hook.

If you would like to bring in a treat for your child's class, please check with the administrator beforehand so we can plan accordingly for allergies. It will be marked accordingly so that the teachers know that permission was given.

We are blessed to have healthy meals and snacks provided daily. If your child has any allergies or restrictions, our chef will make appropriate accommodations and substitutions. However, you are also more than welcome to bring your child's food if you are more comfortable doing so. All lunches from home must be fully prepared, as teachers and other staff will not be able to use the oven, stovetop, or microwave while supervising meal times. Menus are provided as part of the monthly newsletter but are subject to change based on availability and quality of the food at the store. All meals include milk.

### **SUPPLIES & WHAT TO BRING**

Please label everything with your child's first name and last initial. Items can be kept on the child's hook; on your child's last day of attendance for the week, please bring everything home/take everything off your hook, so it doesn't get misplaced during weekend church events, and so items can be properly cleaned. Please be sure children have the following items daily:

- Tennis/running shoes.
- Swimsuit.
- Towel.
- Extra set of clothes.
- Water bottle.

In the past, some kids have found bringing an extra pair of shoes or flip flops for water time, sunglasses, hat, and extra towels helpful. Please do not bring extra items (toys, games, trinkets, etc.) because we do not want those items lost, misplaced, or ruined, and - most importantly - we want to be sure everyone is fully engaged in the day's planned activities.

## PERSONAL BELONGINGS

Campers are responsible for keeping track of their belongings throughout the day. Staff will assist younger campers, but items may move between activity areas. Please send items that can get wet, dirty, or used during active play. Please label everything with your child's first name and last initial. Lost items are placed in the Lost & Found area near the main entrance. Unclaimed items may be donated. Capitoland is not responsible for lost, damaged, or misplaced personal items. Items that create distraction, competition, or safety concerns may be held in the office until pick-up.

## TOYS & ELECTRONICS

Please keep all toys and electronic devices at home. We have plenty of engaging toys and activities at Capitoland and are always open to suggestions for adding new activities and toys. We do not allow toys from home (unless already approved by an administrator). Capitoland does not allow the use of laptops, earbuds, smartwatches, iPads, etc. during camp. Capitoland is not responsible for any broken or damaged toys or devices. It is the staff's responsibility to ensure the safety of the children, not their possessions. There may be special days when we allow items from home, but parents will be notified in advance via email and/or signage on the clipboard. Anything that comes from home that serves as a distraction or security concern will be kept in the office until pick-up.

## DRESS CODE

Our dress code is made to ensure a fun, active, and respectful environment during summer camp. Our dress code allows for individuality while maintaining a style that is neat, modest, and appropriate. Please follow these guidelines to help make camp enjoyable for everyone! The dress code is subject to the discretion of our staff. We reserve the right to request adjustments to attire as deemed appropriate.

- **Clothing:** Clothing should be neat, modest, and free from inappropriate or controversial graphics or language. Clothing should be appropriate for both active outdoor and indoor play. Sweatshirts, shirts, or other items with printed pictures or words must be approved by the administration. Items that contain alcohol, tobacco, frightening imagery, or messages that do not glorify God are not permitted. Clothing for outdoor play should be suitable for all seasons/weather as students will go outdoors daily.
- **Clothing Condition:** Clothing should not have excessive rips, tears, or holes.
- **Footwear:** Shoes must be sturdy enough for active play (running, jumping, crawling, etc.). Tennis shoes or shoes with back straps are preferred. Sandals with back straps are acceptable.
- **Hair & Accessories:** Hair colors should be natural. Extreme hairstyles and distracting accessories should be avoided. Body piercings are not permitted.
- **Clothing for Outdoor Play:** Wear clothing that is comfortable for running, jumping, crawling, and active play, such as shorts, pants, and sturdy shoes.
- **Girls' Dress Code**
  - **Tops:** Modest tops such as tank tops are allowed, but they should not have spaghetti straps or be too thin. Crew neck shirts and collared shirts are also acceptable.
  - **Bottoms:** Dresses or skirts must have hemlines at or below the knee. If wearing a dress or skirt, girls must wear shorts or leggings underneath. Shorts should be modest and reach at least mid-thigh.
  - **Swimwear:** One-piece swimsuits are required. Tankinis must be modest and cover the midriff completely. No two-piece swimsuits/bikinis are allowed.
- **Boys' Dress Code**
  - **Tops:** Modest and comfortable tops such as crew neck shirts, polos, or tank tops (as long as they are not too thin).
  - **Bottoms:** Boys should wear pants or shorts without excessive rips or holes. Shorts should reach at least mid-thigh.
  - **Swimwear:** Boys must wear trunks or swim shorts. Speedos or excessively short trunks/swimsuits are not permitted.

# COMMUNITY & COMMUNICATION

## COMMUNITY VALUES

Capitoland is a non-denominational Christian church, school, and daycare, welcoming families of all spiritual backgrounds. Faith is gently woven into the day through experiences like:

- Prayer before meals.
- Bible stories.
- A weekly spiritual focus area based on Psalms or Bible verses.
- An annual Christmas program celebrating Jesus' birth.
- A Fall Festival celebrating God's bounty.

## COMMUNICATION

To keep families connected, we provide:

- Daily check-ins at drop-off and pick-up.
- Text and phone updates during the day as needed.
- Whiteboard highlights outlining daily activities.
- Individual emails regarding personal, large group, and/or billing information.
- Bulletin board updates in the sanctuary.
- Center-wide newsletters.

## BEHAVIOR EXPECTATIONS

We want a safe and healthy environment for everyone. We recognize that children are still developing self-regulation and social skills; however, certain behaviors require immediate intervention to protect the safety and well-being of everyone in our care.

Families may be contacted for early pick-up if a child demonstrates behavior including, but not limited to:

- Hurting or attempting to hurt another child or staff member (hitting, biting, kicking, scratching, etc.)
- Intentionally damaging property, equipment, or another person's belongings
- Using threatening, aggressive, or unsafe language or actions
- Repeated refusal to follow staff direction in a way that disrupts programming
- Blatant defiance or disrespect, including shouting, name-calling, or leaving assigned areas without permission

If damage to property occurs, families may be responsible for repair or replacement costs. Continuous disruptive or unsafe behavior may result in temporary suspension or permanent dismissal. Capitoland reserves the right to determine when a child's behavior exceeds what can be safely supported within a group-care setting.

## GUIDANCE & DISCIPLINE APPROACH

Capitoland uses Love & Logic positive behavior strategies focused on teaching, growth, and relationship-building. We want to set everyone up for success by having clear expectations, establishing routines, problem-solving, respectful communication, and restorative conversations.

## SPECIALIZED SUPPORT

Some children benefit from additional individualized support beyond standard camp supervision. Capitoland offers a complementary specialized support program (when resources allow) to provide consistency with behavioral interventions and assistance during transitions. This program may include a designated support person, individualized behavior strategies, structured transition support, and increased supervision. Participation may be recommended when a child has an IEP, 504 plan, or

other extenuating behavioral and/or health needs requiring additional support. The support plan is \$500 weekly or \$120 daily. These rates are fixed and not eligible for discounts or tuition reductions. Availability is limited and dependent upon staffing resources.

## **HEALTH & SAFETY**

### **HEALTH INFORMATION**

Families must provide detailed health information on annual enrollment forms, including allergies, dietary restrictions, and medical or mental health diagnoses (e.g., asthma, ADHD, anxiety). All children must be up-to-date on all recommended vaccines following CDC and AAP recommendations/guidelines.

For diagnosed allergies, a School Emergency Plan from a physician is required and kept accessible to staff.

Please notify the director via email of any health changes during the summer.

### **ILLNESS POLICY**

Maintaining a healthy environment is essential for the well-being of everyone at Capitoland. When a child shows signs of illness, decisions are made with both individual care and community health in mind.

Capitoland follows recommendations from the state, the CDC, and the American Academy of Pediatrics when determining illness exclusion and return information. Return information will be stated on the illness report at pick-up.

A child may be sent home or excluded from care if they:

- Have a fever of 100°F or higher
- Experience vomiting or diarrhea
- Show symptoms of contagious illness
- Are unable to comfortably participate in normal daily activities
- Require care that exceeds what can safely be provided in a group setting

Families will be contacted if illness develops during the day, and arrangements must be made for pick-up within one hour of notification.

### **MEDICATION POLICY**

Any medication must be given directly to a camp counselor along with a signed medication authorization form. Prescription and non-prescription such as – but not limited to – aspirin, ibuprofen, cough drops, ibuprofen, nose drops, sunscreen, and bug spray may be given or applied to a child under the following conditions:

- A signed and dated medication authorization form accompanies the medication.
- Prescription medication is in the original container and labeled with the child's name, date, name of the drug, dosage, instructions for administering the medication, and the physician's name. Prescriptions medication may only be left at Capitoland during the period noted on the authorization form.

### **ACCIDENT & INJURY**

Accident reports are written for any event needing significant First Aid attention. Parents will be notified at pick-up in cases requiring a Band-Aid or ice pack. If the issue is significant (head injury, non-stop bloody nose, etc.), parents will be notified immediately and 911 may be called.

# TUITION & PAYMENTS

Capitoland accepts ACH, check, and credit/debit card payments. Checks should be deposited in one of the black payment boxes by Wednesday at 8 am. Please be sure your email address is accurate, as statements are sent electronically. If you need to change your payment information from what is indicated on your enrollment form, please complete a new Tuition Express form on the Parents' Landing Page. Statements are provided the week before your payment is due.

## PAYMENT METHODS

Please fill out a Tuition Express form to add your information to your account. When it is added, we shred all paper documentation of your banking information immediately. It is a parent responsibility to keep your payment information up-to-date. We accept the following payment methods:

- ACH (automatic withdrawal from checking account): no fees.
- Credit cards, debit cards, and checks: additional 3% fee.
- We do not accept cash or money orders.

## TUITION PRICES

Sibling discounts are already considered and built into these tuition prices. There are no additional sibling discounts.

<b>Summer 2026</b>	<b>1<sup>ST</sup> CHILD (\$50 registration fee)</b>	<b>EACH ADDITIONAL CHILD (\$25 registration fee)</b>	<b>BLUE ZONE (\$50 registration fee)</b>
<b>WEEKLY</b>	<b>215</b>	<b>185</b>	<b>150</b>
<b>DAILY</b>	<b>55</b>	<b>50</b>	<b>50</b>

## PAYMENT SCHEDULE

Payments are processed the Wednesday prior to the week of care given.

<b>Week of Care</b>	<b>Payment Due Date</b>
May 24, 2026 – May 30, 2026	May 20, 2026
May 31, 2026 – June 6, 2026	May 27, 2026
June 7, 2026 – June 13, 2026	June 3, 2026
June 14, 2026 – June 20, 2026	June 10, 2026
June 21, 2026 – June 27, 2026	June 17, 2026
June 28, 2026 – July 4, 2026	June 24, 2026
July 5, 2026 – July 11, 2026	July 1, 2026
July 12, 2026 – July 18, 2026	July 8, 2026
July 19, 2026 – July 25, 2026	July 15, 2026
July 26, 2026 – August 1, 2026	July 22, 2026
August 2, 2026 – August 8, 2026	July 29, 2026
August 9, 2026 – August 15, 2026	August 5, 2026
August 16, 2026 – August 22, 2026	August 12, 2026
August 23, 2026 – August 29, 2026	August 19, 2026

## LATE FEES & EXPIRED PAYMENT

It is a parent responsibility to have accurate and up-to-date banking information on file. If your payment is declined, there will be a \$25 fee applied to your account. There is a \$50 charge for any check returned for insufficient funds. If the full payment is not received by noon the Wednesday prior

to the week of care, a \$10 late fee will be applied each week until your account is current.

## **SUSPENSION FOR NON-PAYMENT**

Accounts one week past due are subject to having camp suspended until payment is received in full. Continuous issues with non-payment or declined payments may result in termination of care.

## **DONATIONS**

Due to the natural wear and tear that comes with daily play, cleaning, and sanitizing, we gladly accept donations of gently used toys and materials. Items like dolls, trucks and cars, pretend kitchen food, and books are especially appreciated. We're happy to provide a donation receipt upon request.

We're also currently accepting donations toward our playground renovations at both Capitoland locations. Contributions of outdoor toys or financial support for this project are welcome and appreciated.

If we receive items we can't use in our classrooms, we pass them along to Babies & Beyond (one of our Capitoland-supported missions) or to the St. Vincent de Paul location in Verona.

Please note: We cannot accept beds, mattresses, or similar large furniture items.

## **PARENTS' LANDING PAGE**

Parents can find lots of relevant information and helpful resources on our Capitoland Parents' Landing Page!

