

LE JARDIN ACADEMY

SUMMER FUN

2018

JK: JUNE 12 – 29, JULY 2 – 20, JULY 23 – AUGUST 3, 2018

JK STUDENTS MUST BE CURRENT PK OR ENTERING LJA IN FALL

K – 8: JULY 19 – AUGUST 3, 2018

OPEN TO THE PUBLIC

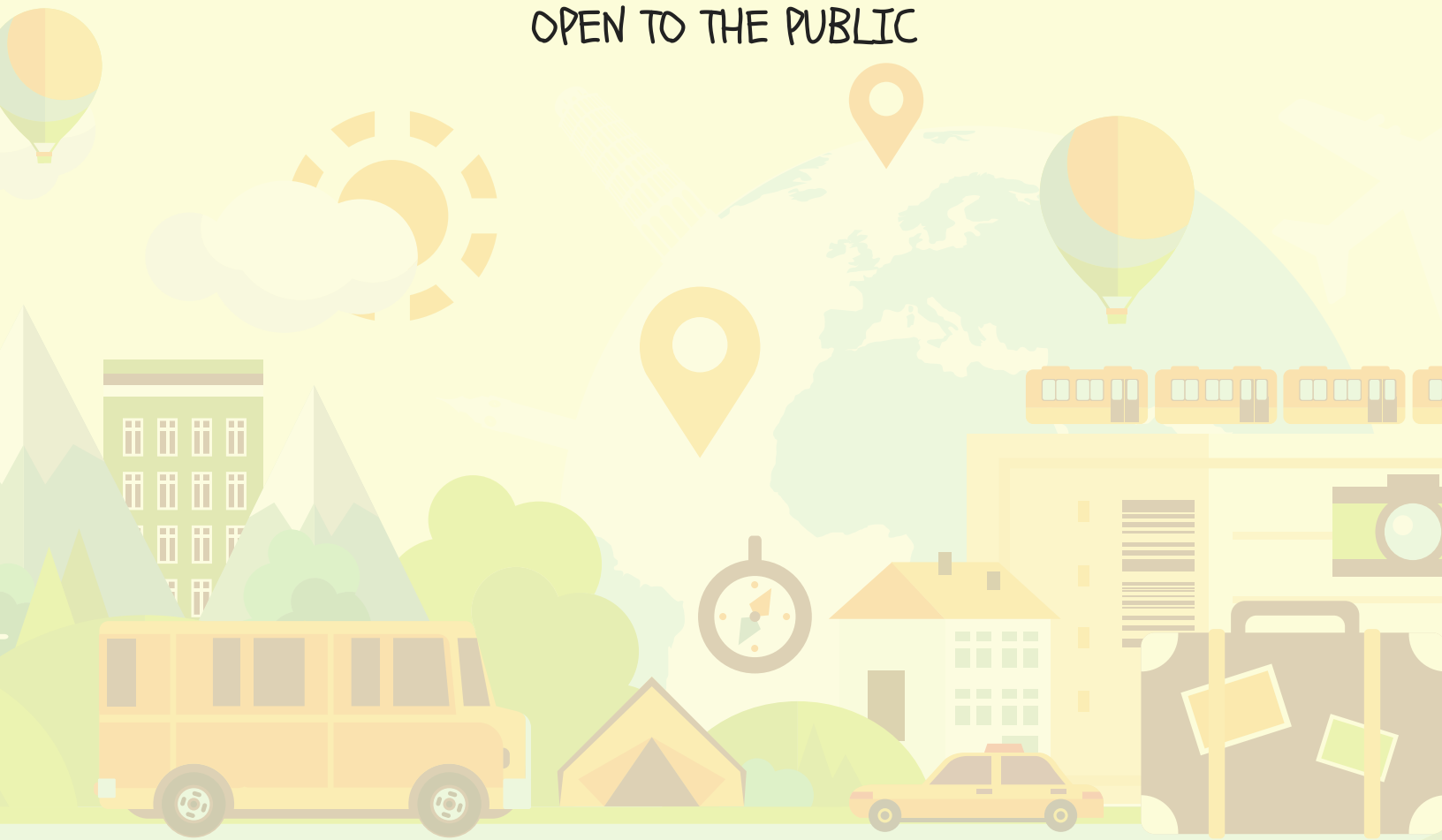


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Philosophy

Our goal is to offer a recreational program in a fun, enriching, and safe environment. Children have the opportunity to play, explore and create, discover new places, and establish friendships.

Eligibility

Students **entering JK – Eighth Grade** are eligible to enroll in the Summer Fun program. Junior Kindergarten boys must be four years of age by June 30 and girls must be four by August 31. JK students must be enrolled at LJA the following school year to attend Summer Fun. Students entering our Pre-Kindergarten program are not eligible.

Dates

The Summer Fun program is held June 12-August 3, 2018 with three enrollment sessions:

Session	Enrollment Option	Eligible Grades	Location
Session I	June 12 - 29 (closed on June 11)	JK	Junior Campus
Session II	July 2- July 20 (closed on July 4)	JK only	Junior Campus
Session III	July 23-August 3 July 19-August 3	JK K-8	Junior Campus Main Campus

Hours

We offer various enrollment options: 6:45 a.m. - 2:30 p.m. and 6:45 a.m. - 5:45 p.m. with one session offering 9 day package. Selection of the days is at the parents' discretion and may vary weekly. Missed days are not carried forward. Please inform your child's teacher of the days your child will attend.

Students should **arrive by 8:30 a.m. on non-excursion days** and **½ hour prior to scheduled departure times (see calendars) on excursion days; whichever time is earlier.** Students who arrive before 8:00 a.m. should report to early care.

Please observe the **pickup times of 2:30 p.m. and 5:45 p.m. A penalty of \$10.00 is assessed for each ten-minute increment past the pickup time for both 2:30 p.m. and 5:45 p.m. dismissal.** No child is permitted to leave with anyone other than a parent or authorized person, **15 years or older**, unless the school has been notified in advance.

Location

Summer Fun for Junior Kindergarten is located at the Junior School campus at 1004 Kailua Road, on the grounds of St. John Lutheran Church in Kailua. Summer Fun for grades K – 8 is located at the main campus on Kapaa Quarry Road in Kailua.

Registration

Priority is given to the students of Le Jardin Academy, with advance registration starting on March 14, 2018. Registration for K-8 is open to the community on March 28, 2018. Junior Kindergarten enrollment is open only to registered Le Jardin Academy students. Early registration is encouraged, as enrollment is first come, first served. **Please complete one registration form per child.** Reservations are not accepted by phone, fax, or email. Last day to register for all students is May 18th.

Confirmations are emailed/mailed the first week of May and upon receipt of registration thereafter. Students on the wait list will be notified **immediately** and tuition refunded if your child is not placed in the program.

Tuition is due one month prior to the first day of the session your child will attend. Le Jardin Academy reserves the right to decline enrollment for payment not honored. A **\$50.00** administrative fee **per child per session** is assessed for withdrawals. **Withdrawals within 5 days of the first day of each session will result in a charge of 50% tuition.**

How To Register

I. Complete and print the required forms. One per child for all forms.

- **Registration** - Registration options, tuition, and payment schedule.
Please submit separate checks for Summer Fun and Summer School programs.
One per student required.
- **Student info/Health form - Registration will not be processed without this form.**
Emergency contact persons, phone numbers, pertinent medical information, swimming authorization. Please provide separate forms for Summer Fun and Summer School programs.
One per child required. Students whom require medication must be provided by the parents in original package with written instructions prior to the start of Summer Fun.
- **Waivers-** Parents must submit signed waivers in order for their child to participate in the following Kualoa Ranch Secret Island, Hawaii Academy, Still and Moving Center, I-Trampoline.
One per student required. Check grade calendars for waivers needed.
- **TB Clearance for out of state or international students- NO TB, NO ADMITTANCE!!**
A certificate of TB examination must be presented prior to first attendance at a Hawaii school. A student may not attend school without a valid TB certificate.

2. Submit forms to the Summer Fun administrative office or reception desk:

Le Jardin Academy, Attention: Summer Fun Office
917 Kalaniana'ole Hwy., Kailua, HI 96734

Or scan and email to Summer.fun@lejardinacademy.org

Contact information

Summer Fun Director
Heather Tucker 261-0707 Ext.1910
Email: Summer.fun@lejardinacademy.org
Cell: 306-0693

Administrative Assistant
Jen Kakio 261-0707 Ext. 1920

Policies

Withdrawals

A \$50.00 administrative fee **per child per session** is assessed. **Withdrawals within 5 days of the first day of each session will result in a charge of 50% tuition.**

Student's Health Record/ Summer Fun Student information Form

A Summer Fun student information form is required **to register**. For out of state or international students physical examinations and TB clearances done within 12 months of the first day of attendance are required.

Discipline

Le Jardin Academy believes in a caring attitude in working with the students and parents on discipline issues. Parents are notified of student misconduct and problem resolution. Our school, however, is not equipped to deal with students with severe behavior problems, and these students will be asked to find alternative summer programs. Refunds will not be provided.

Sign In/Out

You must sign your child IN and OUT daily, regardless of grade level. Please escort your child to and from the classroom and ensure that the teacher is aware of your child's arrival and departure.

Snacks and Lunch

JK students **bring a lunch and drink** daily. Nutritious morning and afternoon snacks are provided. K- 8 grade students should **bring a morning snack and lunch, including drinks, daily** unless otherwise specified in the calendars. We strongly discourage food with high sugar content. Candy is not allowed. Le Jardin Academy provides a nutritious afternoon snack to students enrolled after 2:30 p.m. Use of an ice pack to keep food at a cool temperature or a thermos for hot food is recommended, as there is no refrigerator or microwave available.

Please pack a water bottle for your child every day. It's hot out there!

Nap Time

JK students will have a daily naptime. Non-nappers rest on mat for 30 min and then may do quiet activities. Please bring a nap mat every Monday and take home every Friday. K students do not nap but we have a quiet time for them to rest if needed.

Calendars of Activities

Students will enjoy a variety of activities on and off campus. For detailed field trip dates, fun activities and special guest entertainer's after registering parents will be sent session calendars with confirmations in May. Calendars will also be available to view in the school divisional weekly emails sent by the principals beginning in May.

Activities

Excursions

1. **STUDENTS ARE REQUIRED TO WEAR A LE JARDIN ACADEMY T-SHIRT DURING ALL EXCURSIONS.**

T-shirts will be available for sale for \$12 on the first two days of each Summer Fun Session only, from 7:30 a.m. – 8:30 a.m. only.

Junior Campus t-shirt sale location: Courtyard

Main Campus t-shirt sale location: Loop

2. **COVERED FOOTWEAR MUST BE WORN ON ALL EXCURSIONS.**

Slippers are permitted to be worn on pool, beach, and water fun days only.

3. **STUDENT DROP-OFFS OR PICK-UPS AT EXCURSION SITES ARE NOT PERMITTED UNDER ANY CIRCUMSTANCES. NO EXCEPTIONS WILL BE MADE. STATE LICENCING REQUIREMENT.**

Students travel to and from excursions by bus. Students remain with Le Jardin Academy for the duration of the outing. State license requirement.

4. **WITHOUT A SUFFICIENT NUMBER OF CHAPERONES, SOME EXCURSIONS FOR JK – K STUDENTS COULD BE CANCELLED.**

Adults without student siblings are welcome and needed to chaperone students on excursions. If you can assist as a chaperone, please contact the Summer Fun office.

5. Students should arrive on campus ½ hour prior to scheduled departure time or by 8:15 a.m. whichever time is earlier.
6. Excursions may be canceled in inclement weather. While every effort is made to reschedule, no guarantees can be made.
7. **SOME EXCURSIONS REQUIRE SIGNED WAIVERS PLEASE TURN IN WAIVERS TO THE SUMMER FUN OFFICE PRIOR TO THE EXCURSION.**

Ice Palace

At the Ice Palace students enjoy skating on ice. All students must wear long pants, a jacket or sweater, and socks for their safety and comfort. **Shorts are not permitted**; your child will not be permitted to attend.

Beach

Students enjoy a morning of sand and water play, within designated boundaries and under the supervision of Le Jardin Academy certified lifeguards, at Waimanalo Beach, Kailua Beach Park or Kualoa Ranch Secret Island. No body boards, fins, floaters, or inner tubes. Goggles are permitted. *Remember to apply sunscreen!*

Fun Swim

1st – 8th grade students enjoy one hour of recreational swimming, once or twice a week, at Le Jardin's salt water pool. This activity is for swimmers only. A lifeguard will assess new and incoming 1st grade student's swimming ability. Those who do not meet the qualifications may be fitted with a lifejacket or play games, puzzles at the pool deck activity table. Testing is done at the beginning of each session. Parents must indicate whether their child is water safe and has permission to participate using the Student Information form.

Computer Lab/STEAM

Students visit the computer labs once or twice a week to play games on the Internet and educational apps. STEAM activities will be provided that students will have the option to experiment with. The lab may be cold and we suggest a light jacket for comfort.

Movies

Once or twice a week, each class views age-appropriate Movies. Grades JK-I may view G rated movies. Grades 2-8 may view G or PG rated movies.

Cooking

Once a week, the JK-K students participate in a cooking project, which they enjoy as their morning snack. 1st – 8th grade students cook on various dates after 3:00 p.m.

Gardening

Students will care for our herb and vegetable gardens. They will harvest the produce and create yummy snacks like kale chips, corn on the cob and salsa!

Water fun

JK – K students will enjoy wading pools, water tables, sprinklers, and other fun water activities once a week. Bring towel, plastic bag for wet items, and change of clothing. Please label all items. Wear swimsuit under clothes and apply sunscreen.

Afternoon Activities

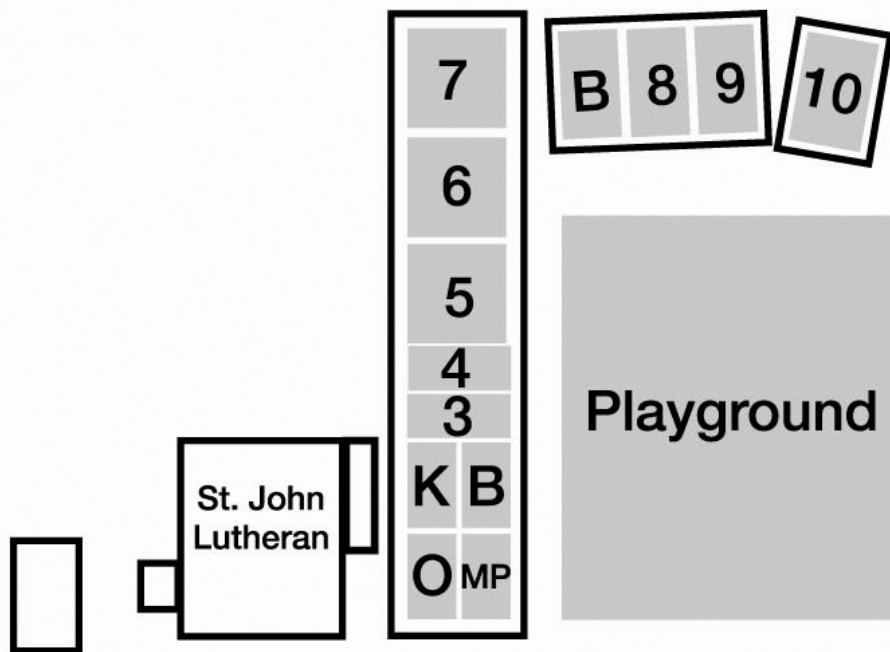
Extended Day students who stay after 2:30 will enjoy a variety of special afternoon activities including: cooking, gardening, bingo, movies, music, games and skills, outdoor art. Please check calendars for specific activities.

Special Activities

Students will be introduced to dance, games, scavenger hunts, arts and crafts and more.

Junior School

1004 Kailua Road



- K Kitchen
- B Bathroom
- O Office
- MP Multi-purpose Room

Main Campus

Kappa Quarry Road Kailua

