

Summer Adventures Camp FAQ

Before & After School Program and Summer Adventures Camp policies and procedures should be reviewed in full on the Program website ([Before & After School Program Handbook](#) & [2025 Summer Adventures Camp Parent Information Packet](#).)

How will you communicate with me?

Regular program communication will be via email to the email address you provided at registration.

Who can attend Summer Adventures Camp?

- In district students who have completed Transitional Kindergarten through 5th grade during the most recent school year
- Out of district students who have completed Kindergarten through 5th grade during the most recent school year

Why are Ankeny CSD Transitional Kindergarten students eligible to attend, but not Preschool students?

The Before & After School Program is a licensed school-age program that serves students who have completed Transitional Kindergarten through 5th grade during the most recent school year. Transitional Kindergarten gives children additional time to develop the necessary social skills to bridge preschool and kindergarten. Ankeny CSD Transitional Kindergarten students are reported to the State Department of Education as kindergarten students and participate in statewide kindergarten assessments.

What information do I need to complete my child's registration?

Parents are **strongly encouraged to use a non-mobile device** to register. Some parents have also communicated difficulty registering on a “work” computer due to the company’s security settings. Please note the District cannot help with this; please plan accordingly.

Information required for registration:

- Student information (name, address, date of birth)
- Parent information (names, phone numbers, driver's license numbers)
- Emergency contacts/authorized pick up persons (at least 2 over age 16 – names, phone numbers)
- Student health/behavior/medication information
- Student's primary care physician (name, address, phone number)
- Student's dentist (name, address, phone number)

Is payment due at the time of registration?

A non-refundable, non-transferable deposit of \$45 is due per week registered. The deposit holds the student's space in the registered week's camp and will be applied to the registered week's tuition.

Deposit payment options:

- Credit/debit card or e-check at the time of registration (will include a 3.79% transaction fee)
- Cash or check **received** at the central B/ASP office **within 5 days of registering**
 - Include student's name on the check; sibling payments may be paid via the same check
 - Mail to: Ankeny CSD-B/ASP, 306 SW School St., Ankeny, IA 50023
 - Hand deliver to:
 - Ankeny CSD, 406 SW School St., Ankeny (business days, 7:30 a.m. – 4:00 p.m.)
 - B/ASP Payment Drop Box, Northeast Elem. School – door S10, 1705 NE Trilein Dr., Ankeny (school days, 6:30 – 7:45 a.m. & 4:00 – 5:45 p.m. – not available after the last day of school)

I registered for camp, but didn't receive a confirmation email. Why?

Two confirmation emails will be sent to the email address attached to the RegWerks account under which the registration is completed once the registration has been submitted. If you haven't received an email confirmation of

your registration, check your spam/junk folder to see if the email is there. Or, you may have mistyped your email address or changed your email address since setting up your RegWerks account. Contact us at basp@ankenyschools.org to confirm your registration.

The week of camp I want is full. Can I get on a waitlist?

A waitlist is maintained. You may register to the waitlist and pay the non-refundable, non-transferable \$35 waitlist fee. This fee is only for the waitlist and is not applied towards any weekly deposit or tuition, if enrolled. Should a spot become available, an employee on our team will call the first eligible student on the waitlist and give 24 hours to respond. If the spot is declined or the contact fails to respond, the next eligible student will be contacted.

Can I cancel my camp registration (one week, multiple weeks, or the full summer)?

To cancel a week of camp, [the Notice of Withdrawal Form, available on the Before & After School Program website](#), must be submitted no later than the *Notice of Withdrawal* deadline on the current year's [Summer Adventures Camp Payment Calendar](#), for the week for which the withdrawal is being submitted. The paid deposit is non-refundable and non-transferable.

Why don't I get my deposit back when I cancel the week?

The Summer Adventures Camp registration and withdrawal policy has been crafted to achieve a balance between meeting participant expectations of a quality experience while meeting the fiduciary responsibility of the Before & After School Program.

The Program's event, activity, and camp budgets are planned to have minimal margins in order to keep costs within reach of every family. However, almost all events have upfront costs and overhead expenses (field trip minimums, program supplies, staffing, snacks, etc.) that must be secured in advance of the program to meet participant expectations.

Sometimes a participant elects not to attend camp. This could, for example, be due to a family situation or simply a choice not to attend due to an alternate activity. Either way, this doesn't change the fact that goods and services were purchased in advance.

Do you provide food?

Participants receive a morning and afternoon snack – [camp menu available here](#) – but are required to bring their own sack lunch each day. Refrigeration and microwaves are not available. Milk is available for purchase each day for lunch. If a student forgets their lunch, the parent has the option to return with a lunch for their child or request B/ASP staff to purchase a lunch at an additional cost of \$20.00.

What are student sign in & sign out procedures?

Participants must be walked into the building via the main camp door and signed in by an adult. For participant safety, each student must be signed out by an authorized pick up person (listed on your child's registration form) with a photo ID. Photo ID will be checked every day. All authorized pick up persons must be at least 16 years old. Those who arrive to camp after 8:30 a.m. or before 4:00 p.m. for pick up will need to call the site cell phone (number posted on the main building door) for assistance.

What should participants wear?

Camp activities will take place inside and outside. Dressing for the weather, and potentially in layers, is highly encouraged. Closed-toe shoes are strongly recommended. Participants will get messy so "play" clothes are best. Students are **required to wear their B/ASP shirt** for special events and all off-site field trips. Water day requires swimwear, towel, and water shoes.

I ordered a B/ASP shirt with my child's registration. When will I receive it?

B/ASP shirts ordered with registration will be distributed to parents at the summer camp site after the first day.

Should my child bring a backpack?

Backpacks are not required, but are a convenient way for your child to carry their belongings and keep their things together.

- **Do not bring:**
 - Electronic devices
 - Pets
 - Glass containers
 - Toys, stuffed animals, etc.

Do I need to provide my own sunscreen?

No. The B/ASP will provide [Rocky Mountain Sunscreen SPF 30](#) that will be applied twice daily as weather demands. Authorization to apply sunscreen is included in the SAC registration; there is nothing further needed. Due to the number of students attending camp, individual sunscreen will **not** be applied unless medically necessary. If you believe your child needs their own sunscreen, speak with your child's camp site leader.

Is financial assistance available?

The Before & After School Program accepts state childcare financial assistance through the Iowa Department of Health & Human Services Child Care Assistance Program, Operation Military – Child Care Aware of America, and Department of Veterans Affairs childcare subsidy program. For more information on any of these programs, [see the Financial Assistance section of the Before & After School Program Handbook](#).

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