Parents,
We wanted to give you a few instructions and rules on how the camp drop-offs and pick-ups will work. **Please be patient when dropping off and picking up since this might be some families first time with us this summer.**

1. **Student drop off is between 9:20-9:30 AM. Parents, we will do car rider style drop off. Please drop off your child at the end of the sidewalk for check-in each day. There are three parallel parking spots we try to use to make drop off and pick up easier. If those are full you may park in the additional parallel spots and walk your child to the area of the sidewalk where one of our teachers are. The first session for each day will begin promptly at 9:30/35 AM.**
   ***If your child has a doctor's appointment which will result in a late drop off, please make arrangements with Ashley Yelton **at least one day ahead** of the scheduled appointment day.*

2. Please pack a healthy **NUT-FREE** snack, lunch, and water bottle. They can re-fill their water bottle at our sink. *Do not send food which has to be heated.* **DO NOT SEND FOOD CONTAINING PEANUTS OR TREE NUTS, DUE TO STUDENTS WITH LIFE THREATENING ALLERGIES.**

3. Please have them wear comfortable, appropriate, moveable and breathable clothes. Longer athletic shorts and t-shirts work great with tennis shoes/socks**. NO FLIP FLOPS.**

4. Do not bring your child to camp if they are sick, have a fever, or anything contagious. Email is the quickest way to let me know if they are not coming. You may also call the office and leave a message, 615-877-8309. If your child gets sick while at camp you will be called to come and pick them up.

5. If your child has a doctor's appointment during the day and you have to pick up prior to pick up time, please work out a scheduled pick up time with the lead teacher, Ashley Yelton.

6. **Student pick up is between 2:50-3 PM. We will do car rider style pick up similar to morning drop off. Parents will pull up to the same area, or you may park in the parking lot if spaces are not available, and one of our staff will escort your child to your vehicle. Parents PLEASE EMAIL MRS. ASHLEY THE NAMES OF THOSE ADULTS WHO ARE PERMITTED TO PICK UP YOUR CHILD.** For the safety and security of all students, all adults must present a valid photo ID at pick up. If an emergency rises please call our office 615-877-8309 or email Mrs. Ashley. **If you pick up your child past 3:00 PM you will be charged $1.00 per minute.**

7. **Physical contact/Misconduct**
   - **If a child physically hurts another child or teacher, the parents will be called immediately to come pick up their child. An incident report will be completed by Concordia teachers/staff and require the parent's/guardian's signature upon pickup of child.**

8. *****For Camps Including Aerial Silks, Dance, and/or Tumble*****
   - ***Girls - leggings and a fitted top or tank (no mid-riffs showing)***
   - ***Boys - athletic pants or longer shorts and t-shirt***
   - ***NO LOOSE OR SHORT SHORTS ALLOWED IN ORDER TO KEEP STUDENTS MODEST AND PROTECT FROM FABRIC BURN FOR AERIAL SILKS***
   - ***You will be asked to bring leggings/athletic pants for your student if they are not in suitable bottoms so they can participate during the aerial silks session.***

****Car rider drop-off/pick-up information on next page****

Our address is:

2095 Branford Place, #100
Thompson's Station, TN 37179

Below is a picture of our main office/building location. This is where you drop off and pick up.

- **Red "X":** This is where you drop off and pick up your child for camp. Someone will be standing outside. Parallel parking spaces may be available as shown in picture.

