



National Christian Academy's Summer Enrichment 2025

6701 Bock Road Fort Washington, MD 20744

Phone: (301) 567-9507

Email: officeadministrator@nceagles.org

Website: www.ncaeagles.org

Age Group:

K2 – 6th

Duration:

June 2nd – August 1st

Registration:

\$220.00

Hours:

6:30 am to 6:30 pm

Cost:

\$2,430.00 for 9 weeks

\$270.00 weekly

ACTIVITIES INCLUDE

- Arts and Crafts
- Music and Movement
- Structured Academic Enrichment
- Field Trips
- Chapel



National Christian Academy

"Preparing Students for College, Life and Eternity"

Dear Parents:

Welcome to the **NCA Eagles Summer Enrichment Program 2025!** We are thrilled to offer an exciting and enriching experience for your child this summer. Our mission is to provide an environment that fosters academic, social, emotional, intellectual, and spiritual growth, guiding students toward a strong relationship with Jesus Christ.

To ensure continued intellectual development during the summer, we have enhanced our program with a diverse range of engaging activities, including:

- ❑ Arts and Crafts
- ❑ Computer Lab (Fun and educational websites)
- ❑ Dance
- ❑ Music and Movement
- ❑ Physical Education (Health and Fitness)

Our goal is to provide a well-rounded curriculum that reinforces key academic concepts while making learning fun and engaging.

Enclosed, you will find detailed program information and registration materials. Please review the packet carefully, complete the registration form, and submit it to the School Office along with the \$220.00 registration fee (check or money order only, payable to the Finance Office).

We are excited to welcome you and your child to a summer of learning, growth, and fun! Should you have any questions or need further details, please feel free to contact us at (301) 567-9507.

We look forward to working with your child and making Summer 2025 a memorable and enriching experience!

Sincerely,

Sandra L. Jones

Summer Enrichment Administration

NCA EAGLES SUMMER ENRICHMENT PROGRAM OVERVIEW

The National Christian Academy is offering our summer enrichment program from **June 2, 2025, through August 1, 2025**. The enrichment program will be open **from 6:30 a.m. until 6:30 p.m.** The cost of 9 week program is **\$270.00 per week**.

A variety of exciting events and activities await those who will be attending the summer enrichment program. Our focus this year will be towards enhancing your child's academic opportunities. Each day will also provide activities such as arts and crafts, group games, Bible lessons, team sports, movies, and outdoor recreation. Field trips will be scheduled to places of interest in the Washington Metropolitan area. A detailed information packet is enclosed for your review.

Children may expect:

- ❑ To have a safe, supportive and consistent environment.
- ❑ To use all the program equipment, materials and facilities on an equal basis.
- ❑ To receive respectful treatment.
- ❑ To have discipline that is fair and non-punitive.
- ❑ To receive nurturing care from staff members who are actively involved with them.

The Program expects that the children will:

- ❑ Be responsible for their actions.
- ❑ Respect the enrichment program rules that guide them during the day while in the Program.
- ❑ Always remain with the group and enrichment program staff. Take care of materials and equipment properly and return them to their place when done, or before taking out new ones.
- ❑ Arrive at the Program promptly, according to the enrollment information.
- ❑ Provide their own meals.

What Does Our Program Offer?

- *Educational development and academic enhancement* which increase intellectual ability in the areas of reading, language skills, mathematics, and science.
- *Educational recreation*, which aims at the development of team cooperation and sharing while also assisting in increasing the civic and social ability of our students.

Our classes are divided by grade level.

All children have academic enrichment classes with their designated teachers to focus on reading/language arts, mathematics, hands on science, and Bible.

Weekly Schedules

Participants' daily schedule includes the following:

- ❑ Morning devotions.
- ❑ Three (3) hours per day will be allocated to academic enrichment.
- ❑ Each child has an equal opportunity to focus on targeted areas of improvement in their daily learning.
- ❑ Children will participate in recreation activities to include arts and crafts and indoor games. Children Ages 2-5 will have naptime from 1:00 pm to 3:00 pm. Parents are responsible for supplying a blanket and change of clothing for children ages 2-5.

Multi-media resources including movies are integrated into the curriculum and recreation time.

Field Trips

Field trips are scheduled every Fridays and will blend recreational and educational activities. All field trips will be pre-planned to provide parents with prior notification. Field trip costs are covered by the tuition fee.

A parent orientation is scheduled for Thursday, May 22, 2025, at 6:30 pm. Summer Program T-shirts will be distributed. More detailed information about the parent orientation will be provided later.

Our Staff

The NCA Eagles Summer Enrichment Program staff believes in quality education, personal growth, and ongoing self-improvement. It is important to us that our staff are experienced and highly qualified. In this regard, all our instructors currently teach, or have taught in the school system.

The staff/student ratio is 1/15. Our goal is to ensure that students receive personalized instruction. Staff are supervised and monitored by the Program Director. The Director and/or the Assistant Director are always on the premises from 6:30 a.m. to 6:30 p.m. to assist with supervision of the children, as well as monitor implementation of daily activities. Additional monitors are provided during the day to assist with the oversight of children on the premises. We also have our children utilize the buddy system when playing outdoors.

The children are required to wear NCA Summer Enrichment Program T-Shirts on all field trips, as it further ensures their safety, security, and affiliation with the program.

Eagles Summer Enrichment Registration Form
 NATIONAL CHRISTIAN ACADEMY
 6701 Bock Road, Ft. Washington, MD 20744
 (301) 567-9507

My child will attend:

Week 1 _____ June 2nd
 Week 2 _____ June 9th
 Week 3 _____ June 16th
 Week 4 _____ June 23rd
 Week 5 _____ June 30th
 Week 6 _____ July 7th
 Week 7 _____ July 14th
 Week 8 _____ July 21st
 Week 9 _____ July 28th

Account # _____
 Dates: June 2nd – August 1st, 2025
 Cost:
 \$2,430.00 for 9 weeks
 \$270.00 per week

| | |
|--------------------------------------|--------------------------------------|
| Child (1) Name: _____ | Child (2) Name: _____ |
| Child (1) Birth Date: _____ | Child (2) Birth Date: _____ |
| Child (1) Age: _____ | Child (2) Age: _____ |
| Child (1) Entry Grade in Fall: _____ | Child (2) Entry Grade in Fall: _____ |
| Male or Female: _____ | Male or Female: _____ |

| | |
|------------------------------|------------------------------|
| Mother's Name: _____ | Father's Name: _____ |
| Address: _____ | Address: _____ |
| City, State, Zip Code: _____ | City, State, Zip Code: _____ |
| Home Phone: _____ | Home Phone: _____ |
| Cell Phone: _____ | Cell Phone: _____ |
| Work Phone: _____ | Work Phone: _____ |
| Employer: _____ | Employer: _____ |
| Email Address: _____ | Email Address: _____ |

Legal Guardianship/Custodian of child is with? MOTHER FATHER BOTH OTHER
 (Please Circle One)



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Payment Contract

Payment Information: Place a check in EACH block representing a week your child will attend

National Christian Academy's Summer Enrichment Program runs for nine weeks. Participants are billed for the full amount of the summer program. FACTS will charge each enrollee a \$50 billing fee with. There are no discounts for this program. At 10% late fee will be charged on all accounts that are not paid on the due date. Summer Enrichment fees are due in advance. The following payment options are available:

- Payment in full is \$2430.00 for nine weeks due on May 30, 2025.
- Two payments of \$1,215.00 each are due on May 30 and June 27, 2025
- Four payments of \$607.50 due on May 30, June 13, June 27, and July 11, 2025
- Weekly payments of \$270.00 due on Fridays before the week of attendance.

Payment amounts due will be adjusted accordingly for students enrolled in the program after June 2, 2025. Contact the Finance Office for full details.

Registration Fee

A Registration Fee of \$220.00 will be imposed per/child. This fee includes 2025 Summer Enrichment Program T-shirt and materials. The one-time registration fee is non-refundable.

Cancellation and Other Penalty Fees

A 20% cancellation fee on the remaining camp fee balance will be imposed for early withdrawals. A returned fee of \$30.00 plus any late fees due will be applied to your account for each check that is returned. Checks are only deposited once! If two or more checks are returned, we will ONLY accept money order and/or certified checks! When paying by check or money order, please make payable to National Christian Academy. Summer enrichment registration fees are non-refundable.

Please save your receipts and cancel checks since we do not issue statements.

I understand the payment contract and tuition policies set for the program and I realize that all payments are to be made according to the noted payment contract and tuition schedule.

Parent's Signature _____ Date _____

NCA Staff Signature _____ Date _____

National Christian Academy

SUMMER ENRICHMENT FINANCIAL HIGHLIGHTS AND TUITION SCHEDULE 2025

| Session | DATE | PAYMENT DUE DATE |
|---------|--------------------------|------------------|
| 1 | June 2-6, 2025 | May 30, 2025 |
| 2 | June 9-13, 2025 | June 6, 2025 |
| 3 | June 16-20, 2025 | June 13, 2025 |
| 4 | June 23-27, 2025 | June 20, 2025 |
| 5 | June 30 – July 4, 2025 | June 27, 2025 |
| 6 | July 7-11, 2025 | July 4, 2025 |
| 7 | July 14-18, 2025 | July 11, 2025 |
| 8 | July 21-25, 2025 | July 18, 2025 |
| 9 | July 28 – August 1, 2025 | July 25, 2025 |

Weekly summer enrichment payments are due on Friday prior to the session beginning on Monday. A late fee of 10% will be charged on all accounts which are not paid by 6:30 pm on Friday. Enrichment participants with accounts that are not paid by the Monday morning of the week being serviced will not be allowed to return until the account is current.

Billing payments will be established in the FACTS system for the summer enrichment program. FACTS will charge each enrollee a \$50 billing fee with a commitment to the 9 week program. A 20% cancellation fee on the remaining camp fee balance will be imposed for early withdrawals.

A returned check fee of \$35.00 plus any late fees due will be applied to your account for each check that is returned. Checks are only deposited once! If two or more checks are returned, we will **ONLY** accept Visa/Mastercard, money order, and/or certified checks! **When paying by check or money order, please make payable to National Christian Academy.** Summer Enrichment registration fees as well as weekly payments (when your child is present for any part of the week) are nonrefundable.

Please save your receipts and canceled checks since we do not issue statements.

**Medical Release and Authorization
Authorization for Child's Emergency Medical Treatment**

If my child, _____, born _____
becomes ill or involved in an accident and I cannot be contacted, I authorize the following hospital
or physician to give emergency medical treatment required:

Hospital: _____

Address: _____

Physician: _____ Phone # _____

Address: _____

I give permission to (Name of Facility) _____ Phone # _____

to take my child to (Address): _____

I accept responsibility for any necessary expense incurred in the medical treatment of my child,
which is not covered by the following:

Health Insurance Company: _____

Policy Holder Name: _____ Relationship to Child: _____

Policy# _____ State: _____

Child's Known Allergies or Physical Conditions: _____

Medications: _____

*I fully approve and validate that all information on this medical release form is true, and I further
authorize emergency medical treatment for my child if necessary.*

Address: _____

(C) Phone: _____ (H) Phone _____ (W) Phone _____

Parent/Guardian Signature _____ Date _____

Emergency Card and Specific Medical Instructions

A medical release form has been completed on my behalf to authorize emergency medical treatment, as well as assume financial responsibility for any medical attention or medical transportation deemed necessary for my child's treatment.

Emergency contact information is as follows:

Name of Emergency Contact (1): _____

Relationship to Student: _____

Primary Phone for Contact (1): _____

Secondary Phone for Contact (1): _____

Name of Emergency Contact (2): _____

Relationship to Student: _____

Primary Phone for Contact (2): _____

Secondary Phone for Contact (2): _____

Parent/Guardian Signature: _____ Date _____



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Child's Name: _____ Date of Birth: _____

Medical Condition(s): _____

Medications currently being
taken by your child: _____

Date of your child's last tetanus shot: _____

Allergies/Reactions: _____

EMERGENCY MEDICAL INSTRUCTIONS:

(1) Signs/Symptoms to look for: _____

(2) If signs/symptoms appear, do this: _____

(3) To prevent incidents: _____

OTHER SPECIAL MEDICAL PROCEDURES THAT MAY BE NEEDED: _____

COMMENTS: _____



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Consent For Use of Picture And/Or Voice

I hereby voluntarily and without compensation authorize pictures and/or/voice recordings(s) to be made of my child _____ by National Christian Academy while he/she is a student thereof.

I authorize National Christian Academy to use the foregoing on their website and/or promotional materials.

I have read and understand the foregoing and I consent to the use of my child's picture and/or voice as specified for the above-described purpose(s). I further understand that no royalty, fee or other compensation of any character shall become payable to me by the National Christian Academy for such use. I understand that consent to use my child's picture, video and/or voice recording is voluntary and my refusal to grant consent will have no effect on any benefits to which my child may be entitled. I further understand that I may at any time exercise the right to cease permitting my child to be filmed, photographed or recorded, and may rescind my consent for up to a reasonable time **before** the picture, video or voice recording is used.

Parent/Legal Guardian Signature: _____ **Date:** _____

Permission Obtained _____ **Date** _____

Name _____ **Title** _____

**For National Christian Academy
6701 Bock Road
Fort Washington, MD 20744**

NCA SUMMER ENRICHMENT PROGRAM AGREEMENT

The following conditions involved in the care of (Child's Name), _____, Summer Enrichment Program participant, are understood and agreed upon between the National Christian Academy Eagles Summer Enrichment program and (Parent _____):

The Enrichment program agrees that:

1. In return for the program fee the parent agrees to pay, the Summer Enrichment Program will give regular care to the above-named child from 6:30 a.m. until 6:30 p.m. for five days per week, Monday through Friday and the following federal holidays: July 4, 2025 (*Independence Day Observed*) and June 19, 2025 (*Juneteenth Observed*).

No child may enter the Summer Enrichment Program prior to 6:30 a.m. In the event of an emergency, the parent or guardian of any child being picked up after 6:30 p.m. must sign a late slip. A five-minute grace period is given to all late parents. A late fee of \$5.00 per child will be owed for every five minutes a parent is late. **SEE LATE PICK-UP FEES SCHEDULE.**

The late fee is to be paid on the day of the late pick-up. If not paid by then, the late fee will be added to the Summer Enrichment Program fee and paid the following Monday.

Beginning at 6:35 p.m. we will begin calling parents and/or emergency contacts. In the event of an emergency, we ask parents to call the enrichment program as soon as possible. At this time, the parents must state the name of the person designated to pick up the child.

2. The Summer Enrichment Program will exercise reasonable care and judgment in all matters related to the welfare and safety of the child. Parents agree to hold harmless the National Christian Academy, National Church of God, and its employees for injuries that may be sustained by the enrichment participant during the normal course of enrichment program activities. In case of an accident or illness to the child, the Summer Enrichment Program will promptly notify the parent.

3. The Summer Enrichment Program will provide in addition to physical care the following services: emotional, social, and mental development opportunities in a group setting.

4. The Summer Enrichment Program will not release the child to anyone other than the parent or guardian unless there is written permission from the parent or guardian. (**Other than those listed on the authorization to release form**)

5. The Summer Enrichment Program will provide arts and crafts, academic, recreational, field trips and other special activities. In the event of an extra activity fee being required, the parent will be notified in advance. Each activity and field trip are age appropriate based on individual age group or cluster group.

6. We require our files to have current addresses and phone numbers of parents or legal guardians, both home and business and two additional contacts we can locate in case of emergency. At least one emergency person should be available to pick up your child at 6:30 p.m. Parent further agrees to inform NCA of current cell, work and home telephone numbers to facilitate contact between parents and NCA Summer Enrichment program.

7. Weekly Summer Enrichment Program payments are due in accordance with the enclosed payment schedule. A late fee of 10% will be charged to all accounts that are not paid by 6:30 p.m. on the Friday that it is due. Children with accounts that are not paid by Monday morning of the week being serviced will not be allowed to return until the account is current.

8. In case of illness of one or more week's duration (Monday-Friday), arrangements may be made in the office regarding a credit.

9. The Summer Enrichment Program reserves the right to terminate the enrollment of any child. If a continued behavioral problem arises, the parent will be notified. Discipline will be managed according to the current edition of the NCA Student Handbook. Modesty, neatness, and cleanliness are the dress standard for summer enrichment program since uniforms are not required.

10. The enrichment program will provide accident liability insurance coverage.

11. Parents are encouraged to label their child's belongings. National Christian Academy is not responsible for any personal items lost or misplaced by the enrichment participant.

12. Liability of an unruly child while under the care of the enrichment program is the parents' responsibility. If a child is unruly or disobedient, the parent will be notified by telephone and in writing of the child's behavior. The child may be dismissed from the Summer Enrichment Program.

I have read and submitted to the above agreement.

Parent/Guardian Signature _____ **Date** _____

NOTICE OF LATE PICKUP

I _____ hereby acknowledge that I am late picking up _____ . I further acknowledge that my arrival at _____ p.m. has resulted in a late charge of \$ _____. **This late fee is to be paid in cash to the aftercare worker on duty at the time of the late pick-up.** Late charge must be paid in accordance with the Agreement made between Parent(s) and NCA. If payment is not made within 7 days, this matter will be turned over to the Accounting/Finance office where further penalties and/or collection actions may be taken.

Signature: _____ **Date** _____

Staff Member on Duty: _____