

SUMMER SPEECH CAMPS POLICIES

ATTENDANCE

- All camp sessions will start and end on time.
 - Group camps: If arriving late, campers may join the group already in progress. However, the schedule will not be modified to accommodate any missed activities, including individual practice time with the speech-language pathologist.
 - Individual camps: Arriving more than 10 minutes late to a 30-minute AT Camp may result in a forfeited visit.
- Missed days will not be made up. Because our campers are grouped by ages and goals, and the length of each camp is different, regrettably, we cannot offer make ups in another camp.

PAYMENTS & REFUNDS

- Payment is due in full at the time of registration.
- If you are registering for more than one 2-week camp session, a coupon code will be provided during the required 10-minute video call.
- Refunds or credits are not available for missed days.
- All refund requests must be submitted *in writing* to info@annarborspeech.com.
- Written cancellation requests received at least 45 days prior to the first Monday of camp will receive 100% refund. Camps will be refunded 75% when a written request is received with at least 30 days notice, and 50% with at least 2 weeks notice.
- No refunds will be given less than 2 weeks prior to the first Monday of camp. For a detailed refund schedule, refer to our [refund policies and schedule](#) at www.annarborspeech.com.

OUR 'MUSTS' & 'PLEASES'

- All campers must have updated goals - no exceptions! We can't help if we don't know what to work on. Goals written by a certified and licensed speech-language pathologist may come from 1) a recent IEP (no earlier than 2023-24 school year) or 2) a recent speech-language evaluation (completed within the last 6 months).
- A speech-language evaluation must be completed if your child has never had speech therapy before or if it's been longer than 6 months since your child received speech-language therapy. *(Allow a minimum of 3-6 weeks if you would like to schedule a speech-language evaluation through Ann Arbor Speech & Language Therapy Center.)*
- All campers must participate in a 10-minute 'welcome to summer speech camp' video visit to confirm appropriate group placement. *Your child will not be allowed to start camp without completing the 10-minute video visit!* Exceptions will be made for campers who have received an evaluation or treatment at Ann Arbor Speech & Language Therapy Center within the last 6 months.
- KinderJAM participants must be enrolled in kindergarten at the start of the 2024-25 school year.
- All campers must treat each other and our staff with respect and kindness. We are committed to making our facility a safe space for everyone. Verbal or physical aggression will not be tolerated and will result in removal from the camp that day and all remaining days without refund.
- All campers *and* parents must respect each other's privacy. Even though most of our camps are in a group format, speech therapy is still a healthcare service, therefore everyone's personal health information by law must remain private and protected.
- Please be mindful of others in the small waiting room that we share with two other providers.
- Please be ready to get your camper when camp ends. There will only be one speech pathologist providing services. We do not have other staff to watch your child if you're not there.
- Please enjoy complimentary coffee or tea while you wait! We will have a table and chairs set up just outside. We hope this gives you an opportunity to get to know the other parents while you enjoy a few minutes of sunshine.