

Biddeford Recreation Department
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Biddeford Recreation Summer Camp Enrollment Guide for Families

Updated March 25, 2025

Biddeford Recreation is pleased to offer this streamlined and simplified process to submit enrollment forms and fees for summer camp 2025!!! This new automated process was created for your convenience and replaces the original process of completing forms and emailing/printing them separately!

Starting Tuesday, April 1st at 9:00AM: Enrollment Opens for Biddeford Residents

Only ONE Activity Needed to Add to your Cart! Add the “Summer Camp Enrollment Fee and Groups” activity to your Cart

Available online under Register-Programs-Camps-Summer Camp Enrollment Fee and Groups

- **Choose your child’s appropriate group activity** based on their grade in the 2025-2026 school year.
- **Follow the prompts to check-out** Throughout check-out, you will be asked to complete online versions of forms* we have used in recent years and sign waivers/disclaimers.
- **At check-out, pay your \$25.00 enrollment fee.** *This fee is not eligible for sibling or financial assistance discounts.*

*Make sure you have created your household account at www.biddefordrec.com by Wednesday, March 26th if you do not already have one.

*Be prepared to have the following information ready to complete your forms:

- Participant Info: includes DOB, grade, medical and behavioral info, special concerns, swimming ability level, etc.
- All Parent/Guardian info and contacts, including custodial paperwork if applicable
- List of Emergency Contacts and Pick-Ups

This process may take 5-10 minutes per child.

With this process change, we are unable to accept rollover enrollment requests as originally advertised. We apologize for any confusion. Our goal is that this process will

allow us to keep forms on file for future seasons so that we may be able to offer a rollover option in the future. Thank you for your understanding!

Wait Lists: once enrollment opens online at 9:00AM, enrollments will be processed first come-first serve as they are submitted. We anticipate that most grade groups will sell out quickly. We will be limiting enrollment based on anticipated staffing to maintain proper child to staff ratios and facility capacity.

If your child's attendance group has filled while you are processing your enrollment request, PLEASE CONTINUE AND USE THE ONLINE WAIT LIST FEATURE. *There is no enrollment fee due to use the wait list.* In the event that any grade group has capacity to expand, we will be enrolling from the online wait list in date and time stamped order.

Camp Payments Timeline and Process

Starting Tuesday, April 8th: Full Summer Payment Options Will Open

During the week of enrollment, Biddeford Recreation Camp Staff will be reviewing submitted forms and issuing online memberships to those accounts who have successfully submitted all forms and enrollment fees. You will receive an automated notification of the membership to your account as well as an instructional email from staff with next steps for submitting payments.

Starting April 8th, Payment Options for Full Summer Attendees at Safari Camp and Tiger Adventure Camp will be available for residents who have successfully completed their enrollment process the week prior and have received the membership in their account. A minimum \$500.00 deposit is due by Friday, April 11th to confirm your child's spot in our program.

Discounts:

- Sibling discounts will be automatically applied during check-out to the full fee (not to the deposit due).
- Those that received financial assistance awards in March will have their discount applied to the full fee during the check-out process automatically.

Starting Tuesday, April 22nd: Enrollment Opens for Non-Residents

Follow the same steps as outlined previously. If our program has already reached capacity, this will be posted on our website.

Starting Tuesday, May 6th: Weekly Payment Options Will Open for those Enrolled

Questions? Email summercamp@biddefordmaine.org.

Thank you and we look forward to a great summer with Biddeford Recreation!