



Hello Summer Camp Families!

**Welcome to CERA Camp 2023!** We are very excited that you have decided to let your camper spend their summer with us! In order to have a fun and safe summer, we would like to inform you of our daily schedule, rules, discipline procedures, items to bring every day, and other important information.

**Typical Daily Schedule** (Kids Camp ages 5 – 8; Teen Camp ages 9 – 14)

7:00-9:00 Drop-Off at Sports Center and Free time

9:00-10:00 Kids Camp: Snack and Playground

Teen Camp: Snack and Playground/Organized game (i.e. capture the flag, kick ball, etc.)

10:00-11:15 Kids Camp: Structured Activity/Craft/Facility Time

Teen Camp: Structured Activity/Craft/Facility Time

11:15-11:45 Lunch

11:45 – 12 Change at Sports Center for the Pool

12:30-3:00 Pool

3:00-4:00 Snack/Free Time/Pick Up

4:00-6:00 Late Pick-Up at Sports Center

Drop off is available daily from 7:00-9:00 a. m. / Pick up is available daily from 4:00-6:00 p. m.

**\*Any camper/s picked up after 6 p.m. will be charged a \$5 per every 5-minute late fee.**

**\*Campers must be dropped off at the Ceraland Sports Center each morning and picked up at the Ceraland Sports Center each evening.**

**\*Camp begins at 9:00 a.m. Children are expected to be dropped off by this time. If you are running late, please contact Camp Director (their cell phone number will be available).**

## **What to Bring Every Day**

- Backpack
- Snack for morning snack.
- Tennis shoes! You may want bring sandals to walk to the pool.
- Sack lunch (**Please use an ice pack if the lunch needs to stay cool!**)
- Full Water bottle
- Swimming Suit
- Towel
- **Sunscreen**
- Goggles (if desired)
- Snack for afternoon snack time
- Medications (A signed Medication form is required with ALL medications.)

## **Rules and Consequences**

Although we have few rules, we expect your child/children to follow them. These rules and consequences will be discussed and reinforced from day one with your child/children. Below is the list of rules which your child/children will be accountable. Failure of your child/children to comply with these rules will result in loss of privileges (sitting out during activities or pool time) and written documentation. We will inform you if there are constant behavioral problems. A camper with 3 written documentations, will not be allowed back at camp.

**We do have a no hitting policy. If a camper becomes aggressive (physically or verbally) towards another camper or counselor, parents will be called to come pick up their child, and they will not be allowed back. NO EXCEPTIONS!**

**If a camper has been asked to be removed from camp, a refund will be granted for any prepaid full weeks not attending. No partial weeks will be refunded.**

### **Rules:**

1. Wait for permission to cross the street.
2. Always stay within eyesight of the counselors.
3. Treat others (counselors and children) the way you would want to be treated.

### **Parent Expectations**

1. Every parent or guardian needs to complete registration and pay for the week, BEFORE they drop their child off the first day. Registration and payment are due the Monday before the camp starts.
2. Every parent or guardian is required to sign their child in and out of the logbook upon check-in and check-out each day.

3. Inform counselors whether there are any special instructions related to the care of their child.
4. CERA requests that parents do not send their child to Kids Camp if their child is experiencing one or more of the following:
  - FEVER: 99 degrees or above.
  - COLD: Runny nose, colored discharge.
  - COUGH: Any cough with mucus secretion. Dry coughs are acceptable and deemed not contagious.
  - RASH OR SKIN IRRITATION: Poison oak, impetigo, etc.
  - DIARRHEA: Loose or watery stools.
  - VOMITING: Recurring projectile vomiting with fever.
  - PINK EYE: Any unusual irritation of the eye or mucus membrane.
  - ALLERGIES: If a child has allergies and is therefore exhibiting flu symptoms but is not contagious, a doctor's note is required.
  - LICE: Child must be lice and nit free to return to camp.
5. Every parent needs to make sure their child has all supplies listed above every day.
6. Every parent needs to make sure their child is properly dressed in tennis shoes.

### **Counselor Expectations**

1. CERA will maintain 10:1 ratio (children per counselor) during peak camp hours (9:00 a.m. to 4:00 p.m.).
2. Counselors will adhere to the health guidelines listed above.
3. Counselors will ensure that children are NEVER left unattended at any time. The counselors will ask for assistance from another counselor for restroom breaks or during an emergency.
4. No child shall be released to any person other than those listed specifically by the parent or legal guardian. When in doubt, call the parent or legal guardian.
5. Counselors will provide a safe, friendly, and fun environment for **all** children.
6. All counselors will be fair and consistent as possible with camp rules and consequences. If a child exhibits aggressive behavior towards another child or staff or multiple disciplinary actions occur, a counselor will report the incident to the Head Counselors and Camp Director. The Head Counselors and Camp Director will address the situation with the parent or legal guardian if deemed necessary.

### **Toys and Electronics**

Please do not send toys or electronics to camp. Counselors are not responsible for any lost or stolen toys or electronics left in the park.

### **Lunch**

As we may not be at the Clubhouse every day for lunch and cannot ensure access to a microwave, **please do not pack microwaveable food!**

### **Movies**

Campers will have the opportunity during free time and on rainy days to watch a movie. Most of our movies are rated G to PG, however, occasionally a PG-13 movie will be offered (ex. Harry Potter and the Goblet of Fire). If you would not like your child to view these movies, please make a counselor aware, and we will offer an alternate activity for them.

**Thank you for allowing us to spend the summer with your camper! If you have any questions or concerns about the rules or any other part of CERA Kids Camp please let us know!**

Best Regards,

Melissa Hatfield

**Camp Director**

Emma Shockley

**Camp Director**

**Parent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_