



CERA Kids Camp Parent/Guardian Guide 2026

Hello Summer Camp Families!

Thank you for choosing to spend your 2026 summer here at CERA Kids Camp! We are an outdoor day camp that provides recreational and adventure activities, as well as crafts and indoor engagement activities. Our goal is to create a fun and memorable camp experience for you and your child, while also maintaining a safe and positive environment. To do this, we want to keep you all up to date on our daily schedule, items to bring daily, rules, disciplinary procedures, and other important information.

Throughout camp kids will be split into two different groups for their focused activities and crafts by age, to help keep activities engaging for all ages. Our Kids group will be ages 5-8 and our Teen Group will be ages 9-14.

Daily Schedule, Drop-off & Pick-up Information

CERA Kids camp offers drop-off starting at 7:00 am and pick-up until 6:00 pm, however peak camp activity times are from 9:00 am to 4:00 pm. During these hours, kids and teens will be out and at different locations in the park. Kids and teens who are picked up and dropped off prior to and after peak camp hours will go to the CERA Sports Center. If your camper/s are to be picked up or dropped off during peak hours, please contact a director or head counselor ahead of time, their contact information will be available.

Any camper/s picked up after 6pm will be charged a \$5 per 5 minutes late fee

7:00-9:00 am

- Drop-off at Sports Center and free play time

9:00-9:30 am

- Snack time for Kids and Teens at day's activity location

9:30-10:30 am

- Kids camp organized activity or facility time (location will vary daily)
- Teen camp organized activity or facility time (location will vary daily)

10:30-11:10 am

- Kids camp playground time
- Teen camp playground or organized game time (i.e. kickball, capture the flag)

11:10-11:40 am

- Kids and Teens change for pool and gather Lunches

11:40a-12:15 pm

- Kids and Teens Lunch

12:15-2:15 pm

- Kids and Teens Pool time

2:15-2:45 pm

- Kids and Teens head back to Sports center and change

2:45-3:15 pm

- Kids and Teens afternoon snack

3:15-4 pm

- Kids camp organized craft time (location will vary daily)
- Teen camp organized craft time (location will vary daily)

4-6 pm

- Pick-up at Sports Center

What to send with your Camper & How to Dress for Camp

Please send your camper with the listed items every day and write their name (first and last!) on all items. If they do not pack accordingly each day, they may not be able to participate in all the activities. Campers will be able to store their belonging in lockers in the Sports Center locker rooms daily. Snacks will need to be packed for daily snack time, CERA Kids Camp will provide an optional snack for morning snack time on Fridays that fit the weekly theme, if you or your campers want to know what the snack for a certain week is to plan accordingly, please contact a director or head counselor. Items to bring include:

- Backpack
- Snack for morning snack
- Snack for afternoon snack
- Sandals and goggles for pool time (both optional)
- Sack Lunch (please use an ice pack if the lunch needs to stay cool, campers will not have access to a microwave)
- Full water bottle
- Swimsuit
- Towel
- Sunscreen (SPF 40 or higher recommended)
- Medication (if needed, more information below)

Medications

If your camper/s will be needing, or potentially needing, medication during camp hours, a signed medication waiver will need to be filled out. Their medication cannot be administered without this signed form. Their medication will need to be properly labeled and be marked with first and last name. Please inform counselors of any special instructions. There will be two camp medical backpacks, one that travels with our kids group and one with our teen group. These will always be with a counselor. If medication is sent with a camper without a signed medication form, the medication will not be administered and will be held by a counselor until parents collect it.

Purchase of Additional Snacks

In addition to snacks brought from home, campers are also able to purchase food from the pool concessions stand and from our store in the sports center. They are each assigned a wristband that ties to an account in their name that parents can load money onto for campers to spend. This can be done with cash or card at the front desk of the sports center. Cash cannot be used directly at the concessions stand, so any cash sent with your camper would have to be loaded onto the wristbands. If a wristband is lost we can replace it and get any existing funds transferred over. However, once money is loaded onto a wristband, it cannot be taken off, but can be spent at the park at any time.

How to dress

CERA campers will need to dress comfortably and ready for the outdoor activities and crafts.

Recommended and required dress includes:

- Tennis shoes and socks: These are necessary for everyday camp activities! If a camper wears other footwear such as sandals, they may not safely be able to participate in some activities.
- Outdoor play clothes: Campers will be outside for activities and crafts, if weather permits, and we recommend they wear clothes that are comfortable and worn in
- Swimwear: Swimsuits and Swim Trunks are required to be packed daily, not to be worn to camp in the mornings or afternoons. These are necessary for children to be able to swim at the aquatic center.
- Extra change of play clothes (optional): Campers will be outside exploring nature and participating in crafts that will sometimes include painting and other potentially messy materials. This is not required, but an extra set of clothes in their backpack is encouraged, especially for our younger campers.

Items to please NOT send with your Camper

- Electronics - including iPods, cell phones, CD players, video games, etc.
- Toys or Special Personal Belongings – including Pokémon or other trading cards
- Pets or animals
- Alcohol, Drugs, Tobacco products
- Weapons - this includes pocketknives, lighters or matches
- Suggestive clothing, reading materials, etc.
- Clothing advertising tobacco or alcohol

- Other valuables (i.e., jewelry, wallets)
- Money
- Personal sports equipment

***If staff feels an item is inappropriate, disruptive, or unsafe for other campers a counselor will store the item away from the campers, and you will be contacted to collect the item at the end of the day**

*While there will be a camper lost and found, all items brought to camp are your camper's responsibility. CERA Kids Camp is not responsible for any lost, stolen, or damaged items

Our Camp Staff

Our camp counselor staff will be comprised of a mix of education and childcare professionals, those with camp or education experience, and college students pursuing degrees in child or education related fields. Our staff will have expectations and guidelines of their own to ensure a safe and positive experience, and they will complete orientation prior to the start of camp. While at the pool children will be supervised by counselors and by our certified lifeguard staff. If there are ever questions about what is expected of staff or any other general questions, please feel free to reach out to a director or head counselor. Here are some of our staff expectations:

- CERA Kids Camp will maintain a 10:1 ratio (children per counselor) during our peak camp hours of 9:00 am to 4:00 pm
- Counselors will adhere to health guidelines applicable to campers as well (listed under parent expectations)
- Counselors will ensure that children are never left unattended. Counselors will ask for assistance from other counselors and camp staff for assistance during bathroom breaks or during an emergency.
- No child shall be released to any person other than those listed specifically on their registration paperwork as authorized pick-up people. If there is ever someone who is not listed who tries to pick up a camper, the parent or legal guardian will be contacted. ID can be requested at any time if there is ever doubt about identity.
- Counselors will provide a safe, fun, and friendly environment for all campers.
- All counselors will be as 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 Camp Director will address the situation with the parent or legal guardian if deemed necessary.

Parent Involvement

To promote a positive camp experience, it is crucial that you be an active participant in your camper's time here at CERA Kids Camp. We encourage you to voice any concerns that may arise or give feedback

to our counselors. To keep your child safe and having fun, there are some expectations we have for our camper parents and guardians:

- Every parent or guardian needs to complete registration in full prior to dropping off their child at camp for the first day. Also prior to dropping off for their first day of camp, parents must have either paid their enrollment fees in full or be enrolled in a payment plan with automatic billing. Campers will not be allowed to attend camp if these two tasks are not completed.
- Every parent, guardian, or authorized pickup person is required to sign their child in and out during drop-off and pick-up.
- Inform counselors if there are any special instructions related to the care of your child. This is extremely important if your child has limited swimming abilities due to our time at the pool.
- Every parent or guardian needs to make sure their camper has the above listed supplies for camp every day.
- Every parent or guardian must make sure their camper is properly dressed according to above guidelines
- CERA requests that parents or guardians do not send their child to camp if they are experiencing one or more of the following:
 - o Fever: 99.4 degrees or above
 - o Cold: Runny nose, colored discharge
 - o Cough
 - o Rash or Skin Irritation: Impetigo, Poison oak, etc.
 - o Diarrhea: more than one incidence of loose stool
 - o Vomiting
 - o Pink Eye: an unusual irritation of the mucous membrane of the eye
 - o Lice: The child must be lice or nit free prior to return to camp and may need to be checked by a director or head counselor upon return.
 - o Allergies: If your child's allergies are causing them to experience consistent cold and flu-like symptoms, a doctor's note will be required stating they are not contagious
- Children who are unable to attend camp due to the above listed symptoms will not be refunded. If there are extenuating circumstances, such as a long term illness, please contact the camp director to discuss your options. If children start experiencing these symptoms during camp, a parent or guardian will be contacted to pick up their camper.
- If your child has allergies to certain medications, foods, or other allergens, please communicate these properly with counselors. And list them in full on their registration paperwork.
- 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 contact a head counselor or camp director prior to their start of camp, and we will offer an alternate activity for them.

Refund Policy

- **Full Season Refunds:** Refunds will only be given to full season campers under two circumstances. The first being if your camper is removed from camp by a director for behavioral issues, the rest of the weeks not attended will be refunded. The second being if a parent or guardian is wanting to cancel the rest of the summer for their campers, all weeks not attended will be refunded. No partial weeks attended will be refunded. No days or weeks missed in the middle of the full season enrollment time will be refunded.
- **Individual Week Registration Refunds:** Individual weeks will only be eligible for refund if they are cancelled more than two weeks prior to the start of that week. This needs to be done by directly contacting a director either in person or via email. Partial weeks will not be refunded, and days missed for illness will not be refunded. Any weeks cancelled due to a camper being removed from camp for behavioral issues by a director will be refunded.

Camper Rules & Guidelines

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. 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 strict 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. Below is the list of rules for which your child/children will be held accountable for.

- Wait for permission to cross the street
- Always stay within eyesight of the counselors
- Treat others (counselors and children) the way you would want to be treated.
- Do not hit or act aggressively or violently toward another camper or counselor

Contacting Us

Throughout your child's time at camp, there will always be a head counselor staffed from 8:00am to 4:00pm Monday-Friday. CERA Kids camp directors will not always be present during camp hours, but will always be reachable by email or phone. Head counselors and directors phone numbers will be available closer to time to enrolled campers. Directors emails will be listed below, and the kidscamp@ceraland.org email will be available and checked frequently by a director or head counselor. If there is an emergent situation, please contact the Cera office at 812-377-5849.

Thank you for taking the time to read this guide. We provide this information to help ensure that your

camper has a safe and fun summer full of wonderful memories! Do not hesitate to reach out with any questions!

Best Regards,

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