



Summer Camp Guide

Day Camp Parent Guide

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Introduction

Welcome to The Salvation Army Ray and Joan Kroc Corps Community Center Day Camp, where we are dedicated to providing a safe environment where your child(ren) are challenged to grow in their social skills, self-esteem and develop positive values. The Kroc Center is a safe environment for your child to stay active through the summer, build new friendships and continue to discover who they are. We offer arts and crafts, outdoor activities, swimming, games, songs, and facilitate character development. Please read over this entire guide, as it lays out the policies and procedures in place that help foster this environment and create a positive experience for everyone. This guide is meant as a resource for parents to utilize throughout the camp session(s). However, please do not hesitate to contact the Day Camp Director if you have any questions or concerns. We would love to have your child join us for a fun filled summer here at the Kroc Center of Augusta.

ACA Accreditation



The Salvation Army Day Camp Augusta – An ACA Accredited Camp

We are extremely proud that the Kroc Center Day Camp became an ACA accredited Camp in 2012. This means that your child is spending their summer in a safe and fun environment, supervised by well-qualified counselors. We have undergone a thorough review of operations, staffing, programming and safety. The ACA is the recognized leader in organized camps. For more information about the ACA and what accreditation means to parents and the community, please visit www.acacamps.org.

The Salvation Army Mission Statement

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the Gospel of Jesus Christ and to meet human needs in His name without discrimination.

Camp Goals

Goal 1. To provide opportunities for campers to become more independent while building self-esteem and confidence in their abilities.

- a. Each camper will participate in activities in which they will be encouraged to attempt new challenges.
- b. Staff will focus on positive reinforcement in a non-competitive environment where counselors always pick the teams and activities are intrinsically rewarding.
- c. Each camper will receive acknowledgement for progress in those activities in which they have made the most progress.

Goal 2. To encourage each child to learn how to thrive in a group environment and a large community.

- a. Each camper will be assigned to a group of children of a similar age but with diverse backgrounds. Within these groups, campers will participate in team building activities to encourage teamwork and collaboration.
- b. Campers will fulfill certain rotating group responsibilities such as line leaders, lunch clean-up and team leaders.
- c. Campers will travel together in a group to scheduled daily activities.

Goal 3. To encourage each child to challenge themselves by attempting new things and gaining new skills.

- a. Each camper will be scheduled to participate in a diverse set of age-appropriate activities not typically found in a school setting, including team building, swimming, crafts, physical education, and social skills.
- b. Staff will encourage each camper to participate in every planned activity for at least 15 minutes and will creatively motivate and instruct the group through fun and rewarding games.
- c. Campers will be encouraged to value activities because they are intrinsically rewarding and important for their physical, mental and social development

Contact Information:

The Salvation Army Ray & Joan Kroc Corps Community Center

1833 Broad Street, Augusta GA 30904

Phone: 706.364.5762 / Fax: 706.922.8367

Children and Youth Manager/Day Camp Director – Heather Cupp

Office Phone: 706.922.1533 Email: heather.cupp@uss.salvationarmy.org

Children and Youth Lead – Kaila Judson

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Camp Hours

Regular Camp

Monday-Friday

9:00AM – 3:00PM

Camp sessions will last one week, Monday-Friday (with the exception of holiday weeks). (These hours are for Camp Kroc Summer Day Camp and may be different for any seasonal camps)

Extended Care

During camp, we offer extended care for an additional fee, which includes both morning and afternoon extended care. You may drop campers off as early as 7:00am & pick up as late as 6:00pm.

Late Pick-Up

A late fee of \$1.00 per minute per child is applied if you pick-up your camper after 6:00pm (3:00pm if your camper is not enrolled in extended care). Please allow yourself plenty of time in anticipation of traffic or volume of parents at the Day Camp Pick-Up.

If your child is not enrolled in extended care and you know you will be late, please call the camp office and authorize Day Camp staff to place him or her in Extended Care. You will be asked to pay for Extended Care upon arrival. Any camper not enrolled in Extended Care, and not picked up by 3:00pm will be taken to the camp office and parents will be called. The parent may choose to enroll the camper in extended Care for the remainder of the week and will be asked to pay the balance upon arrival. Extended Care is only available at a weekly rate for summer camps with the exception of the first and last weeks of camp; seasonal camps may offer daily extended care options.

Every attempt will be made to contact parents. If we have not heard from the parent(s) by 7:00pm, Child Protective Services will be notified.

Drop off & Pick-Up Procedures

We encourage you to be respectful of the camp hours and that children are dropped off and picked up during the designated start and end times at the camp/security desk in the main lobby. Campers are actively engaged with varying activities throughout the facility all day. To pull them from said activities is distracting and disruptive for both the campers and the counselors. If you need to pick up your camper early, the camp office must be notified that morning. Campers can only be signed in and out by an authorized adult with a valid ID in the presence of a designated Camp Kroc staff member. Only the parents who enrolled the camper(s) may change the list of individuals authorized to pick up a camper. This should be done in person at the camp desk and valid ID is required.

Registration & Enrollment Information

Enrollment forms must be completed in order to be accepted by the Kroc Center staff and for the child to be allowed in camp. Fill in every space on both sides of the form, marking “n/a” in those spaces that do not apply to your child. Please note that incomplete forms will not be processed.

Age Policy

Children must be five years of age by May 20, in order to enroll in the camp. No Exceptions. Campers with special needs will be enrolled in age-appropriate camps. See page 13 for more information on inclusion.

Membership Discount

To receive the Summer Camp membership rate, membership must be a current membership *for the camper* at the time the session takes place. Membership must have already been established for the camper by January of the current year. Membership information is available at the welcome desk.

Cancellations/Refunds

Monetary refunds will not be given unless a camp session is canceled by Kroc Center staff. Cancellations 7 or more days prior to the start of a camp will be refunded to a Kroc Center gift card. Cancellations 6 days or less prior to the start of a camp will not be refunded. No prorated rates will be given for partial attendance to include: illness and behavioral issues. Refunds placed on Kroc Center gift cards are not redeemable for cash.

Transfers

Please complete the change of enrollment form for all day camp session transfers. Transfer requests are not guaranteed and must be made *one week prior* to each camp. All transfers must stay within the same camp (i.e. No Camp Kroc transfers to the Art Camp.)

Waiver

A current season waiver must be on file prior to a camper’s first day of camp. Campers will not be allowed to participate in camp activities without having this document on file. As camper and contact information may change, parents are required to complete in full a new waiver form for each day camp season (i.e.: Winter Camp, Fall Camp, Summer Camps, and Spring Break Camp, etc.)

Day Camp Counselors

We feel confident that we have the best staff around! Our staff is as diverse as our campers. The majority of our staff is recruited from colleges and universities with varying backgrounds of skills. Most importantly, our staff is made up of people who love kids. They want to spend their time playing, teaching and working with children. All Kroc Center Day Camp staff members are certified in basic First Aid, CPR, AED, Safe from Harm and receive extensive training prior to the start of camp. You can be sure that we are hiring the “best of the best” to work with your children.

Ratios

To maximize the learning experience and to keep a safe environment, The Kroc Center Day Camp ensures sufficient staff-to-camper ratios as recommended by the American Camp Association and will not exceed a 1:10 ratio. A minimum of two staff members must always be present, regardless of the number of campers. This will be adhered to during extended care and all camp activities.

Day Camp Visitors

Sending your child to camp can be stressful. We welcome parents to check out Day Camp in action. Please inform the Camp Desk of your visit at check-in. When coming for a visit be prepared to show valid identification to ensure that all visitors are listed as authorized adults for pick-up/visiting. You will be asked to sign in and out upon arrival and departure and escorted by staff to your child’s location. We do ask that you observe from a distance, as to maintain safety procedures in activity areas.

Communication

Contacting your camper

We understand that important situations arise. If you should ever need to reach your child while he/she is in camp, please call the Kroc Center or Camp Desk. A Camp Kroc staff member will be able to reach your child’s counselor and either relay the message or bring the camper to the nearest phone.

Cell Phones

We are strong advocates for social development and your child getting the most out of their camp experience. The use of a cell phone during camp prohibits both. Please do not send your camper with a cell phone to camp. We understand that while you may want to check in on your camper we ask that you please contact the Kroc Center to do so.

What to Expect at Camp Kroc

Morning Devotions

The Salvation Army Kroc Center is a Christian organization. We hold daily devotions every camp morning from 9:00 AM to 9:30 AM. These devotions focus on integrity and character development (See The Salvation Army Kroc Center mission statement on page 3).

Lunch

Lunch is provided for each camper by the camp. The menu for the week can be found in the newsletter located at the camp desk every Monday. If your camper is a picky eater, has severe allergies or has very limiting dietary restrictions we encourage you to pack a lunch from home; however choosing not to use this benefit will not reduce the price of camp. Lunch options are provided at check in so please be sure to indicate the preference when signing in your child. If your child has not checked in by 9:30am, we ask that you either call the camp desk with their lunch preference by 9:30am or provide your child with a lunch for the day (as the kitchen is already preparing). Please note that we do not allow nut products and that we do not have a way to refrigerate any lunch or snack items brought to camp.

Wednesdays in the theatre

With the heat of summer and the excitement of activities what better way to wind down for a day and relax than in a full size theatre. Campers will watch a movie in our Theatre/Chapel here at The Kroc Center. These movies are selected based on the theme of the week and appropriateness for the campers (G or PG).

In-house field trips

Campers will enjoy several in-house field trip opportunities throughout the summer at no additional cost to the campers. In-house field trips will offer campers fun hands-on learning experiences all within the safety and familiarity of Kroc Center Day Camp. A parent or guardian will be required to complete and sign a permission form for each in-house field trip in order for the camper to participate.

What to Bring to Camp Kroc

What to Wear

We encourage you to send your campers ready to play! Campers need to wear comfortable, weather appropriate clothing with socks and closed toe rubber sole shoes. We do not recommend wearing skirts or dresses.

What to Bring

Campers should bring a backpack or bag to carry all of their items. Be sure that all of the items brought with your child are labeled, including the bag. In this bag, we suggest packing:

- A sweater/sweatshirt – When in the theatre/chapel it can get a little chilly.
- Water bottle – Staying hydrated during their daily activities is important for each camper’s safety. Be sure to write their name on their bottle. Glass water bottles are not permitted.
- Snacks – Campers always have snack time after they swim. Snack is not provided by the camp and is especially important for campers enrolled in extended care. Please do not send candy or sugary drinks as snack. Campers will not be allowed to visit the vending machines for snack time.
- Sunscreen – We recommend SPF 35 or higher. We highly suggest campers come to camp already with sunscreen applied. On account of child safety standards, counselors are not allowed to apply sunscreen onto campers but can supervise and give instruction to campers while applying sunscreen.
- Swimsuit, goggles & towel – Campers go swimming four times a week (every day but Wednesday, unless otherwise noted). Be sure to pack a swimsuit, sandals, and a towel. Campers may bring rubber soled water shoes to wear in the pool. Campers are encouraged to bring goggles as well, as the Kroc Center has a chlorinated pool. (Please label all swim items.)

What Not to Bring to Camp

Some items are not welcome at Camp Kroc for the safety of the children as well as to encourage interactions amongst campers. These items are:

- Cellphones (see communications for more information)
- Electronics: Tablets, iPods, electronic games, video cameras, etc.
- Expensive jewelry or other belongings.
- Backpacks with wheels
- Shoes with wheels in the soles (“heelies”).
- Personal toys such as cards/trading games, motorized cars, boats, dolls, stuffed animals, sport equipment, etc.
- Vehicles
- Pets
- Drugs or alcohol of any type
- Weapons: guns, knives, nun chucks, or any other weapon (real or pretend)

This policy is for the campers' safety, as well as to encourage group interactions. Additionally, the Kroc Center is not responsible for camper possessions that are lost or stolen. Please do not have your camper bring valuables! Lost and found items are kept for two weeks after a session and then donated to the local Salvation Army Thrift Store.

Food Donations/“treats”

In order to maintain compliance with food safety regulations and in consideration of campers with special dietary restrictions, the Kroc Center Day Camp cannot accept donations of food unless prepared commercially. We do want to celebrate campers successes and experience at camp and appreciate parents desire to provide treats or goodies for the campers. Please check with a camp coordinator prior to bringing in special treats for the child's group.

Behavior Expectations

The Kroc Center Day Camp program strives to offer every child the opportunity to participate in recreational activities that are both fun and educational, allowing him or her to learn new skills, foster relationships, and build self-confidence. Our counselors work to create a positive environment that is free from discrimination or other factors that may prohibit campers from having an enjoyable experience at camp.

Every child deserves to have a positive experience at camp, free from peer pressure, excessive negativity, and any other behavior that negatively affects his/her self-esteem and/or ability to fully participate in camp activities. We take bullying of any kind very seriously. Day Camp counselors are trained in utilizing positive discipline techniques to create a positive camp environment that welcomes growth and learning.

During the beginning of each camp session, counselors and campers will work together to create a Peace Contract and outline the consequences for misbehavior. The best way to deal with problems is through a proactive approach-informing the campers of what is expected of her or him and creating an environment that fosters openness, respect and fun. Children thrive creatively within a structured system; by giving the campers boundaries and expectations, the counselors give them the freedom to play and learn through their experiences.

Camper Peace Contract

Counselors review the rules at the beginning of each camp week. At the most fundamental level, campers are expected to keep hands and feet to themselves, listen to all instructions and stay with the group at all times. We expect campers at the Kroc Center to respect themselves, respect other campers, respect their counselors, and respect their environment. Campers are encouraged to identify other expectations they would like to set for themselves.

Behavior management Policy

Preventing negative behavior from occurring is the best way to avoid consequences for misbehavior. Regardless of how positively a camp group begins their journey, various factors may contribute to a camper breaking the rules established by the Peace Contract, resulting in the need for disciplinary action. Should disciplinary action become necessary, our Day Camp staff will utilize verbal warnings, time out sessions and sometimes parents will be asked to pick-up their camper. If a camper's behavior warrants disciplinary actions, the parent is provided with a report at sign-out explaining the situation and what action was taken. If a camper receives 2 reports in a week for a repeated offense, the camper and parent/guardian will need to speak with the Camp Director/Children and Youth Lead. If a third report happens within the same week for said repeated offense, the camper will be asked to leave the Camp for the safety and well-being of the staff and campers. Questions about the incident may be directed to the Day Camp Lead Counselors, Children and Youth Lead, or Camp Director.

Pool

All campers change in our single private cabanas for swimming. All campers will be required to take a swim test to show their skill level before entering the pool. Children that cannot swim well are required to remain in the shallow recreation pool. Due to safety concerns, the only flotation devices permitted are swim floaties (worn all the way up on the arm), a U.S. Coast Guard approved life jacket, and flotation swimsuits. The following items MAY NOT be brought into the pool: swimming training devices, water guns, kick boards, neck rings, toys, and inflatable tubes/beds. In order to provide the best care possible, please indicate your child's swimming abilities in the provided area on the camper's form.

Medical Protocol

If your camper has any special medical needs please include this information on the Camp Registration Form. This includes all medical or behavioral diagnoses that may affect your child's experience at camp. Even if your child does not take medication for the condition, knowledge of the condition helps our counselors to provide the best care possible for your child. A coordinator will contact you to find out more detailed information about the campers needs, medications and any side effects they may have during their experience at camp.

Medications

If your child needs medication administered during the camp day, a Medical Information form must be completed and the medication(s) dropped off in their original prescription container with your child's name printed on the label and placed in a plastic bag. Medication sent for your child

must not be expired. All medications are stored in a locked area. The Kroc Center Day Camp does not provide over-the-counter medications for campers. Staff is not authorized to dispense over-the-counter medications to children unless they are accompanied by a written note from the camper's doctor, the Medication Information Form, and submitted in a plastic bag with campers name clearly marked.

Administration of Medications

The Children and Youth Manager, the Children and Youth Lead, or the Lead Camp Counselor will administer all medications according to the medication information sheet on file for the camper.

Centrally Stored Medications

Some parents may have multiple containers of a child's medication. If you would like to keep a medication onsite overnight for the duration of the camp, please speak with the Children and Youth Manager, the Children and Youth Lead, or the Lead Camp Counselor to complete the appropriate information. Otherwise, all medications must be dropped off and picked up daily.

Permission to Carry

Parents may authorize campers to carry and administer his/her medications needed for life-threatening conditions such as epi-pens for anaphylactic reactions and Asthma inhalers. Prior approval is needed for medications to be carried by campers. Parents must complete and sign a Camper Medical Information Form to authorize that the camper has been instructed in the proper administration and all other pertinent information regarding this medication and has authorized him/her to self-administer as directed.

Illness/Injuries at Camp

Camp is not designed to handle ill children. If your camper becomes ill while at camp, our staff will contact you to pick him/her up. Staff are trained in CPR and First Aid, and will treat minor injuries requiring application of a bandage or ice. If further medical attention is required or if we are unsure of the severity of the injury, parents will be notified immediately by the Lead Camp staff and/or the Day Camp Director. The Emergency Medical System (911) will be activated at the discretion of the Lead Camp staff and/or the Day Camp Director. If we are unable to reach the parents and a child needs immediate medical attention, he/she will be transported to the hospital by an ambulance and we will continue attempts to reach adults listed on the camp waiver form. All expenses for an emergency medical care are the responsibility of the parents/guardian.

Illness Policy

Your child must be kept home if he/she exhibits any symptom of a communicable disease, such as:

1. Fever within the preceding 24 hours
2. Vomiting or diarrhea in the preceding 24 hours
3. Unexplained rash or skin eruptions
4. Sore throat or earache
5. Swollen glands
6. Sneezing, running nose (yellow or green discharge, which indicates a possible infection), watery eyes (including pink eye), or persistent cough. Sinus issues and coughing must be under control so as not to interfere with activities or affect your child's physical well-being.
7. Flushed face, listlessness, headache, lack of appetite
8. Any behavior signs that are out of the ordinary for your child
9. Lice or nits
10. Symptoms of infectious childhood illnesses (including but not limited to: strep throat, chicken pox, flu, etc.)

Children sent home with a fever, vomiting, or diarrhea will not be allowed to return to camp the next day. Children must be fever free and symptom free for 24 hours, without medication, before returning to camp. If you send your child to camp the day after they were sent home for any of the above listed symptoms, you will be called to return to camp and take your child home.

Children with communicable diseases should stay home until they are no longer contagious. Recommendations from the Centers for Disease Control and prevention are followed, and will be communicated to parents as needed. A doctor's note may be required. Parents are informed with an information letter any time their child is exposed to potentially communicable illnesses (chicken pox, strep throat, etc.) This helps parents to be on the lookout for symptoms and get their child prompt medical attention.

Inclusion Program

The Kroc Center Day Camp works to include all children in our programs. Parents of children with special needs should contact the Day Camp Director at least two weeks prior to the desired session's start date to determine whether the Kroc Center can provide appropriate accommodations for your child.

“Do not let anyone look down on you because you are young, but set an example for the believers in speech, in conduct, in love, in faith and in purity”. - 1 Timothy 4:12

Parent Signature

I have received and reviewed the Camp Kroc Parent Guide, and understand the contents.

Printed Name (parent)

Printed Camper's Name

Signature (parent)

date