



# 2009 Summer Camp Parent & Camper Policies

## 1. Check-in/Check-out Process

- a. Parents must sign-in at the front desk on a daily basis when dropping off and picking up their child.
- b. Parents will be required to show proper identification on a daily basis when picking up their child.
- c. Parents must make Sportsplex staff aware of any person other than parent/guardian that will pick up camper. Said person must provide proper identification before picking up child.
- d. Parents must make Sportsplex staff aware of any allergy precautions or medication needs for their child. A comprehensive list of campers with allergies/medication needs will be kept at the front desk.
  1. Medications, Epinephrine Pens, Allergy Medications, Glucose Testing Kits should be left at Front Desk for use when needed. If Sportsplex staff is asked to administer medications, senior staff or Head Counselor will administer and explicitly follow Doctor prescribed directions on label.

## 2. Snacks, Lunches, and Water Bottles

- a. Parents can supply their child with snacks on a daily basis or have their child use one of our many snack vending machines or Halftime Snack Bar.
- b. Parents have two options for lunch: provide their own or purchase a week or day lunch package from Sportsplex's snack bar, Halftime Snacks (*please see HTS camp menu*).
- c. Sportsplex recommends that each child bring his/her own water bottle on a daily basis to take advantage of our portable water cooler (*Sportsplex has a limited supply of cups*).
- d. Parents should drop off money for Sportsplex lunch at front desk when dropping child off in morning; ensuring proper servings of lunch foods are produced.

## 3. Discipline Guidelines

- a. Sportsplex will not tolerate any improper behavior from campers or staff members. Campers shall remain on their best behaviors throughout camp and shall not curse, fight, or tease other campers or staff members.
- b. Campers will be subject to a three strike discipline guideline: Strike 1 – Verbal Warning; Strike 2 – Verbal Warning, checkmark on roster list, five minutes of no activities; Strike 3 – Verbal Warning, checkmark on roster list, and ten minutes of no activities. Parents will be notified and a parent-staff conference will take place after the third disciplinary warning for the camper.
- c. Major fighting incidents such as punching, wrestling, and kicking with intent to harm shall warrant an immediate conference with the camper's parents and Sportsplex Management. The conference will determine if the child's continued actions will endanger other Sportsplex camper's experience. Sportsplex Management will make all final decisions regarding continued enrollment in such situations. If a child is removed from a camp, no refund will be given.

## 4. Facility Policies

- a. No campers should leave building for any reason.
- b. No running, skating, or use of sports equipment and balls outside of the arenas.
- c. No climbing on objects except the climbing wall when assisted by a counselor.
- d. Campers are not allowed upstairs on the mezzanine level (2<sup>nd</sup> floor).
- e. Campers may not use the elevator for any reason.
- f. No food or soft drinks in either of the arenas.
- g. NO CHEWING GUM IN THE FACILITY.
- h. Exhibit good sportsmanship: no profanity or negative comments toward other campers, counselors, parents, Sportsplex staff, Halftime Snacks staff, or other persons allowed.
- i. Use drinking water fountain (located next to snack bar) and Sportsplex portable water cooler.

## **5. Emergency Procedures**

- a. Weather Related Emergencies
  - 1. Whistle blown and children and counselors gathered and will exit or remain in facility as instructed by Sportsplex Management.
  - 2. Remain calm and follow instructions given by Sportsplex Staff.
- b. Injuries
  - 1. Bloody nose, cut on arm/leg, etc. – report issue to a counselor who will remain with injured child while another counselor obtains necessary supplies from First Aid room.
  - 2. Serious (faint, unconscious, vomiting, broken bone, etc.) – Counselor will isolate child and will provide first aid action and will call 911 and will be followed by an emergency phone call to the parents or guardian.
- c. Serious Medical Emergency Procedures
  - 1. Senior Sportsplex Managers are ARC CPR & AED Certified. Constant training ensures applicable skills will be effectively called upon should the need arise.
  - 2. The Head Counselor will initially assess the situation and take immediate steps to inhibit the prolonged danger in situation.
    - 1. Head Counselor will assess immediate physical surroundings for danger.
    - 2. Contact Emergency Medical Services if needed (911 Services).
    - 3. Sportsplex Manager will perform needed care while Head Counselor calls Emergency Contact for camper.
    - 4. Emergency calls will continue until contact is made with camper family member.

## **6. Monitoring of Campers**

- a. Sportsplex Camp Staff will monitor campers at all times.
- b. Campers must ask permission before leaving a current activity to use the restroom, drink from the water fountain, etc.
- c. Campers will never be alone with a Sportsplex staff member in an enclosed area, at a minimum, either another camper or staff member will accompany persons.

## **7. Supervision of Camp Activities**

- a. All sport and skill related activity is broken into groups based on age and perceived skill level when appropriate. Arts & Crafts, Rock wall, Skating, and similar activities may be organized collectively when appropriate.
- b. The Camp Head Counselor will ensure activities are administered in a fun, active, and safe manner at all times.