

## SUMMER DAY CAMP POLICIES

The policies formulated will help to inform everyone as to his responsibilities. They have been established to insure our children of a consistent environment. Your cooperation is necessary for the good of our camp.

### HOURS:

**7:30 A.M. to 5:45 P.M.** Please respect these hours. A fee of \$1.00 per minute will be added to your monthly bill for any child left past 5:45 P.M.

### FEES:

Fees are payable at the **BEGINNING** of each Summer Session. These are to be paid directly to the office. Parents presently set up for the draft will continue to pay by draft unless arranged otherwise. Please deliver cash payments in person instead of sending in with your child. No refunds will be made for the days a student is absent, as this charge is not on an hourly basis. There will be a \$10.00 charge on all payments made five calendar days late. The charge for a returned check is \$30.00.

### LUNCHES & SNACKS:

Campers furnish their own lunch with drink, and morning snack with drink. The morning snack should be a nutritious snack of fruit, cheese, crackers, etc. Please remember to include any utensils needed for your child's lunch. An afternoon snack will be furnished. Please mark your child's name clearly on the outside of their lunchboxes. **LUNCHES AND MILK WILL NOT BE SOLD DURING THE SUMMER.**

### EARLY ARRIVALS & DISMISSALS:

**DROP OFF IN MORNINGS** – Small building K-2 children will go directly to their building and into front hall only. Big building will drop off in the back of the building only.

**PICKUP PLAN** –Everyone will be provided a sign that must be placed in the front passenger window. Before 5:00 – Please have sign in window and park in front. You can also call the office, 235-3010. After 5:00 – If your child's classroom is in the small building, please just park in front of school. If your child's classroom is in big building, please drive around the back of school and we will have pickup there. We will have your child ready, but parents must place children in car.

Please remember that all children **MUST** be picked up by 5:45 pm. Children not picked up by 5:45 pm. may be picked up in the office at the front of the school. A fee of \$1.00 per minute will be charged after 5:45 pm.

**Permission for a child to leave the camp with anyone other than the parent(s) must be registered with the office. Please inform them that we will ask to see their drivers license for the protection of your child.**

## **DISCIPLINE:**

Shall be administered according to the following requirements:

- a) Limits and rules shall be those necessary to safeguard the children and premises, and stated on the child's level of understanding.
- b) No corporal punishment shall be used.
- c) Children shall not be deprived of meals, naps, or bathroom privileges.

\*A child with a discipline problem that cannot be resolved between the director and parents must be withdrawn from camp immediately. No refund will be granted.

## **HOLIDAYS:**

Haynsworth will be closed for the recognition of Independence Day, Friday, July 3<sup>rd</sup>. The final day of camp will be August 14, 2020. The first day of school at Haynsworth is August 24th.

## **DRESS:**

Dress appropriate for hot weather and play. We do not consider tank tops, any top which exposes the midriff, or any apparel which is too short, too small, too large or torn to be appropriate, and we will ask that these not be worn to camp. No clothing advertising alcohol, tobacco or inappropriate language will be permitted. **CAMPERS MUST WEAR TENNIS SHOES (PLEASE NO BACKLESS SHOES).** No earrings or body piercing jewelry are allowed by male campers. Female campers are only allowed to wear earrings; no body piercing jewelry is allowed. **All campers 5 and under are required to bring a complete change of clothes in a bag with the child's name on the bag and each article of clothing. This should be kept in your child's backpack and checked daily.** Please check with the counselor or the office concerning any lost and found. The staff cannot be responsible for lost items.

## **PERSONAL BELONGINGS:**

All children need to have a backpack in order to carry belongings and camp materials back and forth each day. Please mark the child's full name on items (ex: lunchboxes, backpacks, etc.).

We ask that no toys, toy guns, knives, or weapons be brought to camp. Also, we do NOT allow cell phones or other electronic devices.

Please send only a small blanket and pillow for your child to use during nap. It should be able to fit in their backpacks in order to send home daily. Please wash weekly.

Children are not allowed to have pacifiers or wear diapers/pull-ups during camp hours in the K3 classes and older.

## **IMMUNIZATIONS:**

Immunizations mandated by the State of South Carolina are required for all children. S.C. Certificates of Immunizations are to be obtained from your physician or a health source, completed and submitted

to the camp at each renewal. We have immunizations on file if your child attends Haynsworth during the school year.

**ILLNESS:**

PLEASE SEE COVID-19 INFORMATION

**MEDICATIONS:**

**Medicine will be administered only upon written request from a parent, stating proper dosage and the time to be given.** Medicines are to be turned in to the OFFICE each morning and picked up each afternoon. Medicines must NOT be placed in a lunchbox or backpack.

**INJURIES:**

Injuries at Summer Day Camp will receive prompt treatment if involving basic First Aid. Any other treatment will necessitate calling the parent(s).

**SCHOOL PROPERTY**

Campers who deface or destroy school property or the property of others in the camp, either intentionally or accidentally, shall be required to pay for the damage.

**ADDRESS/TELEPHONE CHANGES:**

It is important that we have your current address and emergency phone number(s) at all times. This information is especially important in cases of emergency. Please notify the school office immediately upon changing your address, telephone number or place of employment.

**BIRTHDAYS:**

Birthdays may be celebrated at camp during the child's regular snack or lunch time. Balloons and candles may not be used. Please notify the teacher ahead of time if you plan to bring birthday treats. Birthday presents are not allowed to be exchanged at camp. Birthday invitations will not be passed out at camp, unless the entire class is invited.