

St. Louis School
12500 Clarksville Pike
Clarksville, MD 21029

St. Louis School

Camp St. Louis 2009



CAMP STARTER GUIDE

July 6 – August 7, 2009

410-531-8479

camps@stlouisparish.org

<p>FOR YOUR INFORMATION</p>

Can I drop off early or pick up late?

Yes you can! For your convenience, we offer an extended care program called O.T. The hours and rates are as follows:

Hours:

7:30am – 9:00am and 3:30pm – 5:00pm

Rates:

Morning care only:

\$45 (Sports Camp and Day Camp)

Afternoon care only:

\$45 (Sports Camp and Day Camp)

Both Morning and Afternoon Care:

\$80 (Sports Camp, Day Camp, or Creative Arts Camp)

Your child may be a regular O.T. member or a periodic “guest”. If you could let us know when your child will be joining us that would be great, however, not required.

We do ask that you make sure that your child is aware of the times that he/she will be joining us for afternoon OT. If there is an unexpected situation that arises, we request that you give us a call to let us know that your camper will be staying late. We will be sure to let your camper know that he/she will be joining us for the afternoon.

If your child unexpectedly needs to join us for O.T., we will send you a bill for the amount of time he/she spent with us.

IMPORTANT: If your child is picked up after 5:00pm, an additional fee of \$15 will be charged for every 15 minutes after 5:00pm, until your camper is picked up.

Camper Code of Conduct

Camp St. Louis encourages fun, safety, and friendship in a positive environment. To accomplish this, we have established behavior guidelines that incorporates three base ideals:

1. Respect for yourself
2. Respect for others
3. Respect for the environment

To establish and maintain a positive and respectful environment we will try to:

- Treat each child equally with trust, compassion, and patience.
- Praise good behavior as often as possible.
- Guide children to responsible and respectful behavior.

BULLYING POLICY

At Camp St. Louis, bullying is not tolerated. Our philosophy is to make sure that each camper has the opportunity to experience a summer where they can explore new friendships, develop new skills, and discover new talents free of judgment or negativity. The Camp St. Louis staff will make a concerted effort to ensure that each of our campers enjoys themselves. Unfortunately, those campers who are bullied may not have the same potential for a successful camp experience. Our staff will address any bullying incidents seriously, and we encourage our staff to promote open communication with their group, so that campers feel comfortable letting us know if there are any problems at any point during their camp time at St. Louis.

As a camp, we believe that positive behavior comes from a cooperative effort between campers, parents, and staff. We believe that any consequences necessary should be consistent with the behavior.

While we make every effort to establish communication with parents before taking any major disciplinary steps, it is important to note that fighting, demonstration of disrespectful behavior, hitting, biting, bullying, harassing and demonstrating destructive behavior are grounds for immediate suspension and possible dismissal from camp.

Absolutely, no cell phones are permitted on the camper’s person during camp hours. Campers are welcome to bring a phone for emergency purposes, but must leave the phone in their bag.

Can I visit the Camp?

Please feel free to visit us anytime. When you arrive at camp, we ask that you stop by the camp office first with your Car ID Card or photo ID, so that you can obtain a visitors pass. A staff member will meet you at the camp office to show you around. We appreciate you stopping by the camp office as soon as you arrive, as it is important for us to be aware of, and identify all people that might be on the camp site.

How does Overtime or extended care work?

Overtime is the name we give to our extended care program. We offer before and after camp care to accommodate your busy schedules. We offer morning activities for your camper from 7:30am-9am, when your child's camp begins. We also offer activities for your kids after camp ends from 3:30pm – 5pm. Your camper will be able to choose from a variety of different activities ranging from board games, outside games, computer time, and more!

What about Field Trips and Special Guests?

Each week, there will be a special day planned for field trips or special guests. Campers in grades K-2 who are enrolled in Sports or Day Camp will be treated to "special guests" who will come to the camp site and entertain the campers. Campers in grades 3-8 who are enrolled in Sports or Day Camp will have the option of going on an off-site field trip or staying at Camp St. Louis for the day. All off-site field trips will be an extra cost and those campers wishing to stay at Camp for the day will continue with the normal camp routine. Permission slips will be sent home the Monday of your camp week.

What about my child's medication?

Please bring your child's medication to the Camp Director "in person" along with a **signed doctor's note and a signed note from you**. Campers may not carry their own medication with them and they can not administer their medication without the supervision of the camp director of the camp nurse. This applies to over the counter medication and prescription medicine.

- All medication must be in its original container.
- Only send the amount of medication needed for the week.
- If a camper needs an inhaler and you would like them to keep it in close proximity to the camper, **we will need a note from you and your doctor to this effect.**
- Please be sure to pick up your medication on or before the last day of your camper's camp.

- **Crossing Zones:** As an extra safety measure, one or more crossing zones will be set up in the pick-up and drop-off area. We ask that all parents, campers and staff use the crossing zone. Walking in between cars is not permitted.
- Please do not leave your car while you are in carline.
- Please observe the posted speed limit on campus.
- Please do not talk on a cell phone while driving on campus.

Your cooperation, patience, and courtesy will add an extra measure of safety for all of our campers, parents and staff.

3. **Parking during drop-off and pick-up**

Our staff will escort your camper from and to your vehicle during drop-off and pick-up. There is no need to get out of your car. However, if you would like to personally pick up and drop off your child, please park away from carline, to avoid potential traffic difficulties, and to ensure your child's safety as well as your own.

4. **Early pick-up of Campers**

We understand that at times you will need to pick up your camper early from camp. If you need to pick up your camper early, please call the camp office and provide your secret password, or notify us via email. When you arrive at the camp office to pick up your camper, please show your VIP Card or Car ID Card.

5. **Late Camper Arrival**

If your camper is going to be late, please bring them to the camp office. We will sign them in and take them to their group.

6. **Special Arrangements**

For security reasons and for your own privacy, we ask that you notify us in advance if there is a custody situation, and if it is at all applicable to the pick-up arrangements of your camper. Documentation is required and any information provided will be help in strict confidence.

What happens if I carpool my child?

For your camper's safety and your convenience, it is very important that you let us know if you plan on carpooling with other camp families. You, and each family in the carpool, will need to put in writing the schedule of the carpool, specific campers in the carpool, and the specific people to pick up your camper.

How do I drop off my child to camp in the morning?

We strive to make picking up and dropping off your child as pain free and efficient as possible. Each morning, a camp staff member will greet you and your campers at the car line. Your campers will then be taken to the designated area. You may pull your car up the access road to Mary's Garden and exit via Ten Oaks Rd.

How do I pick up my child from camp?

Below are a few basic guidelines to make picking up your camper as efficient as possible. In addition to these guidelines, there will be Camp Staff members to guide you through car line.

1. **The Car ID**

Safety and security is our highest priority. The Car ID is an important form of identification that we provide for you to use when picking up your camper. Please display the Car ID Card on your dashboard. Please be sure to arrive no earlier than the time stated on your Car ID Card. If you do not have your Car ID Card, a photo ID is also acceptable.

NOTE: While we make every effort to be flexible, we can not compromise the safety and security of our campers. ONLY these two forms of identification will be acceptable. If a substitute person will be picking up your camper, you will need to let us know in advance and he/she will need to have proper identification.

Keeping your Car ID Card with you will help avoid the delay of a time-consuming security check procedure. This policy is solely for the safety of the camper.

If applicable, please inform the Camp Office of any specific custody arrangements to further ensure the safety and welfare of your camper(s). Court custody papers are required for the camper's file.

2. **Important Safety Notes**

- All vehicles must be fully stopped and your car must be in "PARK" before campers will be allowed in and out of the vehicle. Please make sure that your car is in "PARK" before your camper enters or exits your car. A Camp Staff member will give you a hand signal to put your car in "PARK" before your child is taken from or brought to your car. We will also have signs in the loading and unloading zone.
- **Standard Shift Vehicles**
If your car is a "stick shift" vehicle, please make sure that the car is not in gear and that the parking break is engaged.

What activities are available to my child if he/she arrives early or stays late?

We offer a wide variety of fun activities during O.T. Your child will be able to choose from arts and crafts, indoor board games, outdoor games, along with various other activities. All games and activities are supervised and organized by Camp St. Louis staff members.

What should my child bring to camp?

You should dress comfortably and dress for fun. We advise that your child wears a t-shirt and shorts. We also request that your child comes to camp with comfortable closed-toe shoes. Since we are not permitted to apply sunscreen to your child, a hat is also a good idea. If your child requires sunscreen, we ask that you apply the sunscreen to him/her prior to camp. If your child is sensitive to the sun and needs to re-apply the sunscreen later in the day, we can make arrangements for the camp medical staff to do so. Please send a note along with the sunscreen in a clear Ziploc plastic bag. Please be sure to label the sunscreen bottle with your child's name.

What about lunch?

Your camper should bring a bag lunch every day. We will refrigerate the camper's lunches each morning until lunch time. **Please remember that Camp St. Louis is a peanut free camp. Please do not send any items with peanut butter to camp.**

What about snack?

Every camper will receive a morning snack including a drink. The snack varies each day, so if your child has allergies or dietary restrictions, please inform the Camp Office, as well as his/her coach/counselor. Snack will also be offered during the afternoon portion of the Overtime, our extended care program.

Water

Water coolers are readily available to campers around the camp property. The camp schedule is designed to allow regular water breaks throughout the day. We encourage all campers to drink water frequently while at camp. Also, each camper is welcome to bring a clearly labeled water bottle to keep with him/her throughout the day.

Birthday treats and group snacks

If your child is interested in bringing a snack or a birthday treat to camp for your child's group, we request that you call the camp office first to find out if there are any campers in your child's group with a life-threatening food allergy. Many cakes, cupcakes, and other "birthday treats" contain ingredients which can cause allergic reactions in some children. Approved popsicles flavors as treats are CHERRY, GRAPE, LEMON, and LIME. Please check the label to make sure that there are no milk products in the popsicles. Make sure the product is not a Creamsickle. This could be potentially dangerous to a child with a milk allergy. Thanks for the cooperation.