

# Summer Day Camp

*Weekly Themed with a Spiritual Emphasis*

## 2025 Policies & Procedures

We are thrilled that you have chosen the Shining Light Summer Day Camp Program for your child this summer! This packet can be used to give valuable information about our program. If you have any further questions, please contact our enrollment specialist, Alisia Threatt, at (704) 320-4548.

### **Camp Dates**

*June 2-August 15th | Registration - \$75, Weekly Rate - \$140 | K5-6th grades -Students must have completed K5 to enter summer camp.*

**Camp will be closed June 30-July 4th.**

**First Day of Camp is June 2nd. Last Day of Camp is August 15th.**

### **Camp Hours**

7:30 AM-5:00 PM

### **Daily Activities**

A list of daily activities can be found on the camp calendar in your Summer Day Camp Enrollment Packet.

## **Morning Drop-Off**

Campers should be signed in by an adult each morning in the room to the left behind the lighthouse.

## **Afternoon Pick-Up**

Campers should be signed out by a staff member. Parents will be directed to their camper's current location on campus for pick-up. Most days we will be in the drop off room or outside. Adults only are authorized to pick up children.

## **Medication**

If it is necessary for your camper to receive medication while attending camp, a medication release form must be completed and submitted to the camp director. All medication must be marked with the child's name and directions for administration. Campers should never transport medication. Parents may bring medication to camp staff for proper storage during the camp day.

## **Reporting Communicable Disease or Conditions**

Campers diagnosed with a communicable disease, infection, rash, or head lice must present a doctor's release before returning to camp. For the safety and well-being of participants, and staff, parents must notify camp staff of the situation at the time of diagnosis. Other parents will be notified so that appropriate precautions may be taken. Names of campers involved will be kept confidential.

## **Insurance & Medical Provider Information**

Please ensure that all insurance and medical provider information on your child's camp registration is complete and up-to-date. Should this data change during the summer, please notify the office.

## **Emergency Care**

In the event your camper becomes ill or is injured while attending camp, staff will take the following actions:

- The parent will be contacted to pick-up the camper. If the parent(s) cannot be reached, the emergency contact phone number(s) on the registration form will be called.
- Basic first aid will be applied to minor injuries, and the parent will be contacted if necessary.
- For more serious injuries, the staff will contact local first responders. A staff member will remain with the camper at all times. Parents will be contacted immediately.

## **Getting a Message to Your Camper**

Should you need to get a message to your camper during the day, please call our office at (704) 283-1480 or text Alisia Threatt at (704) 320-4548.

## **Behavior**

Campers are expected to exhibit appropriate behavior at all times. The following guidelines have been established to ensure the day program is safe and enjoyable for all participants.

- Campers will show respect to all camp participants and staff.
- Campers will not use profanity, derogatory language, crude speech, or inappropriate non verbal expressions.
- Campers will not exhibit physical aggression toward participants or staff.
- Campers will be a good steward of supplies, materials, equipment, and facilities in use.

Camp administration reserves the right to dismiss campers from the program at any time should behavior issues persist, escalate, or become immediately severe.

## **Dress Code**

Campers will be outside daily, so please dress campers according to the forecasted weather for the day. Please label all clothing, lunch boxes, and bags with the camper's name.

### **Daily Dress:**

Campers may wear shorts, a t-shirt, and tennis shoes or flip-flops. No tank tops or spaghetti straps, please.

### **Water Activities:**

Swimsuits may only be worn under the child's regular clothing, and will not be worn by themselves. Bring a towel and a change of clothes.

## **Personal Belongings**

Personal items should be left at home, as they can be lost, stolen, or broken. Shining Light is not responsible for lost or damaged items.

**Lost & Found**

Items not claimed by Friday afternoon will be donated.

**Cell Phones**

Cell phones or ipads are not allowed at camp, any brought to camp will be held by the camp staff and returned to parents at pick-up.

**Lunch & Snack**

Morning and afternoon snacks will be provided. Please pack a lunch, drink, and extra water bottle each day.

**Late Pick-Up**

Students not picked up by 5:00 PM will be charged \$5.00 per minute after closing.