

# Parent Handbook 2010

## **About Camp NOLA Kidz:**

At Camp NOLA Kidz, it is our mission to invest time and energy into the lives of children through the love of Jesus Christ. Each camp counselor and staff member at Camp NOLA Kidz strives to make an impact by being a positive influence on a daily basis. We have fun and stay active all day long! Children will participate in Bible story lessons, arts and crafts, recreation, swimming, music, and many other activities throughout the summer.

## **Camp Groups:**

Children are divided into groups according to age. Each group is led by two camp counselors. This summer there will be five groups of children with the youngest group of children (Group 1) having completed kindergarten and 1<sup>st</sup> grade and the oldest group of children (Group 5) having completed 4<sup>th</sup> and 5<sup>th</sup> grades. In addition, we will have another group of kids who fall in the range of completed 6<sup>th</sup> through 8<sup>th</sup> grades. This group will be the “Lifters” and will focus on life skills, career opportunities, and how to face key issues in their lives with a foundation built on Christ. They will also learn to lead in different ways by spending some time each day in the role of a Jr. Counselor. The Lifters will also participate in several mission opportunities throughout the summer.

## **Ages:**

Children who have completed Kindergarten through completed 8<sup>th</sup> grade

## **Camp Hours:**

7:30 AM – 8:45 AM – Before Care: Drop-off is at the Gym.

8:45 AM – 3:15 PM – Main Camp Hours: Pick-up at 3:15 is at the Price Building.

3:15 PM – 5:30 PM – After Care: Pick-up is in the Gym.

## **Drop-off Procedures:**

- ❖ A camp counselor will be outside the door of the gym with the sign-in sheet.
- ❖ The camp counselor will record the time of drop-off to sign your child in.
- ❖ Please wait until you see the camp counselor outside and your child enter the gym before leaving. You cannot drop your children off before 7:30 AM.
- ❖ We want all children to be accounted for.

## **Pick-up Procedures:**

- ❖ Parents must come inside to the designated sign-out table to sign children out. This is true for both regular pick-up time and after care pick-up. Regular pick-up is at the Price Building and after care pick-up is at the gym.
- ❖ Make sure that *you* record the time and your signature.
- ❖ Pick-up payment receipts and any other special announcements during this time.

### **Swimming Lessons:**

- ❖ Head Lifeguard: Mike Massaro
- ❖ The Gym office will be taking registration forms and payments for swim lessons.
- ❖ If you take your child(ren) to swim lessons, make sure they get signed-in for camp.

### **Camp T-shirts:**

- ❖ Camp t-shirts must be worn everyday.
- ❖ Each registered camper will receive one camp t-shirt.
- ❖ Additional t-shirts may be purchased.

### **What can your child(ren) bring to camp?**

- ❖ Backpack
- ❖ Water bottle
- ❖ Swimsuit (Wear under clothes)
- ❖ Towel
- ❖ Goggles and Swimmies
- ❖ Tennis Shoes (No flip-flops please!)
- ❖ Extra change of clothes (including socks and underwear)
- ❖ Reading Books for School

### **What your child(ren) should leave at home:**

- ❖ Toys
- ❖ Cards
- ❖ Gum
- ❖ Food/Drink (other than water) – Lunch and snacks are provided.

### **Lost and Found Policy**

- ❖ Please put your child's name on all articles brought to camp. Thank you!
- ❖ Camp counselors are not responsible for lost items, but we will do our best to help you and your child(ren) find lost items and get them back to you.
- ❖ We will keep lost items in a box at the gym and at the Price building.
- ❖ We will get rid of lost and found items on the 25<sup>th</sup> of each month and then on the last day of camp.

### **Accidents and Injuries**

- ❖ All accidents and injuries will be documented and filed.
- ❖ We will notify you immediately in the following situations: there is blood not contained in an adhesive strip; head injury; human bite which breaks the skin; any animal bite; an impaled object; broken or dislodged teeth; or any injury requiring professional medical attention.
- ❖ We will notify you immediately in the following situations: allergic reaction; skin changes, e.g. rash, spots, swelling, etc.; unusual breathing; dehydration; any temperature reading over 100; any illness requiring professional medical attention.
- ❖ When a child has a minor accident/injury, his or her counselor will discuss this with you during pick-up time.

## Healthcare of Children

- ❖ If your child requires daily medication, please make sure you fill out a Medication Administration form. These forms can be picked up during Parent Orientation or at the Preschool Education Center during camp hours.
- ❖ Please be specific in giving information regarding medication, allergies, etc. to the camp staff.

## Discipline Procedures

- ❖ Counselors will use a “step” system. Campers must follow the 5 camp rules and their individual group rules.
  - Step 1:** Every child, each day, begins on step 1. Children on step 1 are allowed three verbal warnings.
  - Step 2:** A child moves up to step 2 after the third verbal warning. When the child moves up to step 2, he/she is sent to the director or assistant director.
  - Step 3:** If, after talking to the director or assistant director, the child returns to his/her group and continues to disobey, then the director or assistant director will call the child’s parents.
  - Step 4:** If the child moves to step 3 three or more times in one week, then the director or assistant director will determine the amount of time the child will be suspended or expelled from camp.
- ❖ The 3<sup>rd</sup> step is when there is continued disobedience after the child meets with the director/assistant director. At this time, parents will be called.
- ❖ We do not tolerate fighting (physical or verbal).
- ❖ It is best for the children if the camp staff and parents will work together to make sure that the children are behaving in the proper ways so that all campers can experience the best summer at camp possible.
- ❖ While we hope this never occurs, there may be situations where the staff deems it necessary and reserves the right to send and/or suspend a camper from camp depending upon the severity of infraction.

## The Seminary Campus

- ❖ Make sure you receive a map of the seminary campus.
- ❖ Getting in the guard gate at the entrance of campus: Fill out a parking pass and place it on your dashboard in order to enter and park on campus.

## Contact Information

- ❖ Camp NOLA Kidz Office: 504-816-8144
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- ❖ Fax: 504-816-8485
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