



St. Margaret's Neverland Camp

2017

Date: June 26th- August 11th

Time: 7 a.m.-5:30 p.m.

Summer Camp Policies and Procedures

Registration is open to grade levels pre-k 4 through 6th grade (6th grade graduates are also eligible). A \$25 non-refundable registration fee must be included with your forms to hold a spot: the fee covers camp a t-shirt and administrative fees.

Our daily schedule will include themed activities, sports, outdoor games, arts and crafts, swimming and more! Campers will also go on a field trip once per week (days of the week will vary). Summer Camp hours will be 9:00-3:00 with free extended care from 7:00 a.m.-5:30 p.m. Breakfast, lunch and snack are included in the Camp fee. Field trip will require a small fee of \$15 per child. **All campers must wear the issued camp t-shirt on all field trips.** We will use the North Syracuse transportation department for our buses.

<u>Camp Fees:</u>	<u>Tues./Thurs Program</u>	<u>Mon/Wed/Fri Program</u>	<u>M-F</u>
<u>Program</u>			
First Child	\$74	\$111	\$185
Second Child	\$64	\$96	\$160
Third Child	\$60	\$90	\$150

(To help serve our families needs parents can also sign up for occasional care the rate is \$37 per day for the first child and \$32 for the second child.)

Billing:

Families will receive a bill every week, parents can pick up their bills at the office. Families must pay for the current week before returning for the next week. For cancellation received 10 days or more prior to your Camp date there is no charge, cancellations less than 10 days are required to pay an administrative fee of \$50. No refunds will be given for days that a camper is absent and missed days cannot be made up. A refund due to medical reasons may be considered if a written request is received within a week of the missed camp day(s) and is accompanied by a doctor's note. Please note that St. Margaret's reserves the right to terminate the registration of any camper

if, in the opinion of the manager, it is in the best interest of the camper and / or Camp. If St. Margaret's Camp terminates a camper's registration, a refund will be considered

Pick-up and Drop-off:

Summer camp opens at 7:00 a.m. in the school cafeteria. Parents will receive a code to enter the main entrance door. Summer camp ends at 5:30 p.m. every day. **There will be a \$1.00 late charge per each minute over 5:30 p.m.**

You must sign-in your camper(s) in the morning and sign them out again in the afternoon. Photo ID must be presented each day before your camper can be released from our care. Please note that the name on the ID must match the name provided in the section "Person(s) Authorized to Pick Up" on your camper's registration.

St. Margaret's Camp recognizes the individual needs of campers. If you indicated your camper's special need(s) or medical information on his / her Medical / Special Needs form, we may be in touch with you prior to your camp for more information. We regret that we cannot provide one-on-one supervision or specific medical support, but campers with special needs may have a support person accompany them free of charge.

What to bring to camp?

Your camper's backpack should contain the following items:

1. A water bottle
2. Closed-toe shoes: For health and safety reasons, open-toe shoes, roller shoes and crocs are not recommended at camp.
3. Sunscreen, swimsuit, and towel
4. Lunch (if not ordering a lunch through St. Margaret's Camp)
5. Flip flops for swim time,

Belongings must be labeled clearly with the camper's full name. They will be stored in the camper's Camp basket during the day. Campers should refrain from bringing personal items such as iPods, electronic games, cellular phones, toys or sport equipment to camp. St. Margaret's Camp cannot be held responsible for lost or damaged goods. Please do not send money with your camper as there will be no opportunity for them to visit the vending machines or restaurant while at camp.

Meals:

Breakfast will be served at 8:30 a.m. every morning. Lunch will be hosted by Roxboro Elementary School. Together as a camp we will walk to lunch every day at 11:45 a.m. Menus will be send home for the breakfast/lunch. Please review the menus to ensure that your child

likes the menu for the day. If they don't like like breakfast choice, please have them eat before they come to camp. Campers are welcome to bring a lunch if they would like. Snack will be served around 2:45 p.m. Please let us know if your child has any allergies to certain foods.

Medications:

Key staff for the summer camp program are trained in CPR and basic first aid to support keeping children safe at camp. **Our staff is unable to administer medications.** Your child may bring asthma inhalers and epipens if they are able to administer it to themselves. We do require a permission note in these cases.

Swimming

Weather permitting campers are able to go swimming. Please bring a swimsuit, towel and sunblock each day to camp. The older campers will walk to the town pool to go swimming. Younger campers will have outdoor water fun at St. Margaret's School.

Miscellaneous Notes:

- Always sign your child in and out of camp on the attendances sheet.
- Provide a note if someone else will be picking up your child.
- Feel free to contact Amanda Hopkins if you have any questions.

Useful contact information

Camp Office Phone: 455-5791 Fax: 315-455-1250

ahopkins@syrdiocese.org

Amanda Hopkins Cell 560-5500

Office Hours 9 am - 2 p.m.,

Monday - Friday (24 hour Voicemail)

We hope your child has a fun-filled summer with us. We are looking forward to getting to know your child!