

# The Arena Club's Under the Stars

SUMMER CAMP  
2020 Information Guide

## **Welcome to the Arena Club!**

We pride ourselves at the Arena Club in providing the best summer camp experience in Harford County. Our summer camp motto is "FUN, FUN, and FUN". The following provided information is distributed in order to ensure your child's safety and enjoyment at our summer camp. Please read everything very carefully.

We will be holding a t-shirt pick up and a Question and Answer option on June 8<sup>th</sup>, 2020. T-shirt pick as well as a Question and Answer session for anyone that has questions will be held from 6:00pm-7:00pm in preschool classroom two. If you currently have any questions or cannot make it June 8<sup>th</sup>, 2020 please feel free to contact Amy Carr at 410-734-7300 or email at [acarr@thearenaclub.com](mailto:acarr@thearenaclub.com) for further information.

## **WHAT TO WEAR AND WHAT TO BRING TO CAMP**

- All campers should be dressed in loose fitting, comfortable clothing. Short-sleeved shirts and shorts or warm-up pants are suggested. A jacket or sweatshirt will sometimes be needed for cooler mornings.
- Tennis shoes or athletic shoes and socks are **REQUIRED**. NO sandals, flip flops, open toed shoes, crocs or cleats are allowed! Flip flops only permitted on pool deck.
- All campers must bring their trampoline socks every day. In order to participate on the trampoline on the days they are here they will need to bring their socks.
- All campers must bring a medium sized duffel bag or knapsack with your child's name clearly marked on the outside. We will use these bags for storage and to transport items back and forth every day.
- Please provide a bathing suit and towel for your child each day. Swimsuits may be worn underneath clothes if you wish. If not, please put the bathing suit in a large Zip-loc type bag. Bring these items on the first day of camp in your duffel bag, as well as every day of camp. The suit should be replaced with a clean suit for the following day. We will be swimming every day, weather permitting.
- Please send a complete change of clothes with your child in his/her duffel bag. Include pants or shorts, shirt, socks, and undergarments. We like the camper to have an extra set in case of accidents, spills, wet clothes, etc. Please put these extra clothing items in a tied or sealed bag with the child's name on the outside. All articles of clothing need to have the child's name on the inside. All of these items will be stored in your child's

duffel bag, If your child needs to change his/her clothes, the dirty ones will be placed back in the duffel bag. Please remember to check your child's bag on a daily basis to see if anything else needs to be replenished besides the bathing suit.

- It is also recommended that you send sunscreen in your child's bag every day for outside activities. It is best to apply sunscreen before your child arrives for camp. All summer camp and sport camp activities are conducted indoors and outdoors.
- Each camper is required to bring a water bottle (labeled) to carry with them throughout the day. We will have water jugs available for them to refill.

### **WHAT NOT TO BRING TO CAMP**

- Money- ONLY campers who are participating in the extended care program and are purchasing a snack from our snack bar. We ask the extended care campers to keep their money in a safe place within their bag. Campers **WILL NOT** be able to bring money on a field trip to purchase souvenirs or food.
- iPods, iPhones, DS's, DSI's, C.D.'s/DVD's/board games/video games/trading cards are NOT allowed. The Arena Club will not be responsible for any lost, stolen, or damaged property.

### **LUNCH TIME**

- Campers must bring a lunch every day.
- Along with their lunch, be sure to pack your camper two snacks for the day.
- On field trip days(Fridays) that we leave the facility, please pack your child's lunch in a brown paper bag or a grocery bag with their name clearly written on the outside.
- Water will be available throughout the day in unlimited quantities in order to assure hydration of all the campers.
- We do have refrigerators on site to store lunch bags. Make sure that your child's name is clearly written on the outside. State health regulations require that we throw any unused portions of a lunch away at the end of each day.
- Please pack your child's lunch in disposable bags or containers. We will not be responsible for lost lunch items such as Tupperware.

### **SNACK TIME**

- We do break for either a mid morning snack or a late afternoon snack. You will be responsible for providing your child's snack. We recommend something nutritious. Make sure your child understands that

they do not eat their lunch at snack time. They should be aware of the snack you have provided for that day.

- If your child is enrolled in extended care, please make sure to pack an additional snack for them for this time period.
- If you are a member and would like to have your child buy a snack (extended care only) from our smoothie bar using your house account we will need a written note giving them permission to do so. Children will not be able to use the house account without this.

### **CHECK-IN/CHECK-OUT POLICY (Pickup and Drop off Area)**

#### **Arrival**

- The camp day runs from 8:30am to 3:30pm. **You may not drop your child off earlier than 8:20am unless you have paid for the extended care program.** If you have purchased extended care, you will have to walk your child into the building every morning and sign them in. If your child is not due at camp until 8:30am, you can utilize our drop off location at the front of the building. Staff will be there to greet your child and take them to their appropriate place. Please remember to sign your child in with the staff member at the time of drop off. When you pick your child up, you must park in the parking lot and come in, **show ID, and your child will be brought to you.**

#### **Dismissal**

- Regular camp day ends at 3:30pm. Please pick up promptly at 3:30pm. Any child not registered for extended care that is not picked up on time will be charged with a late fee.
- If you have particular instructions that you need to discuss with us, please arrive early the first day of camp in order to allow time to provide us with the information.
- If your child had to be picked up early for dismissal, we ask that you notify our staff and send a note in with your child that morning, indicating the time of dismissal so that your child will be ready when it's time to be picked up. Since all field trips fall on Friday's (for the exception of the last week of camp) there will be no early dismissals on those days.
- For the safety of your child, only authorized persons may sign out your camper. **ID will be required at the time of pick-up by all parents and all authorized persons picking a camper up from camp. IDs are required every day at pick-up time for the safety of your child.** A form is included in this packet for you to fill out with the names of authorized people you permit to pick up your child. If there is someone who plans to pick up your

child on a certain day and their name is not on the list, then you need to send in a special note that day giving permission for that person to do so. If we do not have your written permission, we will not allow the camper to leave the building until we can contact a parent.

- Do not attempt to pick campers up before the session is over except for emergency or prearranged reasons. Please make sure you sign out your camper every day when leaving for security reasons. Do not allow them to leave without their counselor's permission for any reason.

### **EXTENDED CARE**

- Campers can be dropped off as early as 7:00am and picked up as late as 6:00pm for an additional charge. Rates for extended care prices can be found on our registration form. You must pay for extended care one week prior to your child starting camp. A late fee of \$1 for every minute past 6:00pm will be charged. Please be on time. NO EXCEPTIONS.
- **There will be no drop in for extended care, you must sign your child up ahead of time for the entire camp week.**
- We have taken measures to ensure that this process goes smoothly and quickly, and we thank you in advance for your patience and cooperation.

### **WHAT HAPPENS IF MY CHILD TAKES MEDICATION?**

- The Maryland State Department of Health requires that the medical form enclosed in this packet be filled out in its entirety.
- If your child requires any medicine to be given to him/her during the day, please notify us **BEFORE** the first day of camp. If it needs to be refrigerated, we will be able to do so. Please provide written instructions on times and amounts to be dispensed. Medications are locked in camp office and administered at the prescribed time with parental approval on the Health questionnaire.
- We will not be able to accept any medicine ( oral, epi pens , benedryl etc) **WITHOUT A DOCTORS SIGNATURE** on proper paperwork. If that paperwork is not filled out properly your child will not be able to attend camp until that is done.
- If your child has any medical or physical problems, please notify us **PRIOR** to the first day of camp in case we need to make any special accommodations. All of our staff members are CPR and First Aid certified. We have a doctor on call for consult. There are facilities for children to rest in case of illness or fatigue.
- The only way your child can take medication at camp is if we have your written permission that your child can take their medication on their own (self medicate). We are **NOT** allowed to dispense medication for them;

we can only observe them taking their medicine on their own. Please let us know if you will need the necessary form for medication.

### **WHAT HAPPENS IF MY CHILD IS SICK OR GETS SICK AT CAMP?**

- In order for us to maintain good health practices and for the safety of all children and staff, children should be kept home with any of these symptoms: vomiting, diarrhea, 100+ degree temp, suspicious rash, any communicable disease (Chicken pox, strep throat, etc).
- **In the event that your child gets sent home sick due to any of the above illnesses, he or she will need a doctor's note permitting their attendance back to camp. No exceptions.**
- If we feel that a child is not in an emergency state but is too ill to continue activities, we will place them in our "health area" and call the parent or emergency contact.
- If we feel that a child is in need of emergency or medical attention, we will call 911 and remain with the child until medical personnel arrives. We will notify the parent or emergency contact immediately.
- In emergencies requiring immediate medical attention, your child will be taken to the nearest hospital emergency room.

### **POOL TIME**

- To ensure the safety of all our campers, we require that every camper under the age of 12 take a swim test with your permission. In order to swim in the recreation pool with no depth restrictions, your child must be able to pass the swim test. The test requires them to swim the length of the lap pool, tread water for one minute and float on their back for 30 seconds.
- The Little Dippers and Big Dippers will be scheduled to swim in the beach pool, unless you would like them to participate in the swim test. If they pass, they will be allowed to swim in the other pools with other campers in their group.

### **CAMP Swim Lessons**

- All Camp Swim lessons will have to be paid in full at time of registration.
- Add-on options are located on registration form.

### **LOST AND FOUND**

- Each camper will be responsible for his or her belongings. The Arena Club will not be responsible for any lost items. Personal items should be kept together in his/her own bag. Tracking down lost items will be the responsibility of the child. Please label all of your child's belongings. The following items should not be brought to camp: iPods, iPads, cell phones, jewelry, electronic toys, toy guns or weapons, and any collectible items.

- Any items that you send to camp with your child should be marked and labeled. Any lost items will be kept on site for **two weeks**. Any lost items not claimed at the end of that time will be donated to Goodwill.

### **INCLEMENT WEATHER**

- In the event of inclement weather, we have plenty of indoor space for activities.
- If bad weather keeps us indoor all day, we may watch a G/PG rated movie.
- All schedules are subject to change based on weather conditions.

### **PAYMENT OPTIONS**

- Each week must be paid for in full prior to the first day of camp; unless you have set up a payment plan at time of registration.
- Three different payment options are located on the registration form.
- **NO refunds will be issued for partial or unused weeks, cancelled, or unattended weeks. NO EXCEPTIONS.**

### **CAMP ETIQUETTE**

- Before you bring your child to camp, please discuss with them how they should treat others. We want everyone to feel welcome here and have a great time.
- Before you bring your child to camp, please discuss all items on attached discipline policy so they understand what behaviors are expected from each child.
- We waive the right to remove any child from camp at our discretion based on the severity of the incident.
- We will not tolerate a camper treating another camper or counselor with disrespect at any time.
- Please make sure you child knows that it is not polite to hurt someone's feelings, nor is it okay to put your hands on someone else under any circumstance.
- We will enforce these rules to ensure a happy environment for all children.
- We have a 3 strike policy for disciplinary action during our summer camp.

### **SUMMER CAMP STAFF**

- We guarantee you that our summer camp is like no other in the area. We are a Maryland State Licensed day camp that has top notch counselors caring for your child every day.
- All of our group leaders have teaching and/or camp experience. Our entire camp staff is CPR and First Aid certified, has had a State of Maryland Criminal Background check, and has also been

fingerprinted. All of our lifeguards are Red Cross Certified. Our facility and summer camp has been inspected and cleared by both state and local health departments.

### **WHAT COUNSELOR: CAMPER RATIO IS MAINTAINED?**

- For campers entering pre k or kindergarten, the ratio is 1:6
- For campers entering first, second and third grade, the ratio is 1:8
- For campers entering fourth, fifth, sixth, seventh, and eighth grades, the ratio is 1:10

### **FIELD TRIPS**

- Transportation to and from our field trips is provided by one of the following:
  - JDT Transportation who supplies Harford County Public School buses and drivers.
  - Arena Club vans equipped with booster seats and operated by trained Arena Club Staff.
- Field trip shirts must be worn by all campers on our field trip days to ensure safety. All campers must wear field trip every Friday, even on field trips days we are on site. We have outside companies that come to our facility and they will only allow children to participate if they are wearing their camp field trip shirt. We also have other organizations come to our facility. Each child being in the same t-shirts on those days ensures safety as our number one priority.
- Field trip shirts must be purchased at the time of registration.
- Sizes are limited, so please be sure to order the correct size at time of registration.
- As summer reaches July sizes will be handed out on a first come first serve basis. In order to guarantee the size that you need please attend the t-shirt pick up on June 10<sup>th</sup>.

### **TRAMPOLINES (launch pads)**

- We have a new space for our camp: A TRAMPOLINE PARK. Each child HAS to have waiver filled out and signed in order to participate in activities on the trampoline. Even if you are a member and filled out form already I do ask if you will fill out another and attach to the paperwork. This will make the process of making sure every child has one a lot easier on camp staff.
- Each child will need a pair of socks required to be on while using the trampolines. It will be the child's responsibility to bring them each day.
- Socks may be purchased at the front desk and can be included at the time of registration.

## **ROCK CLIMBLING WALL**

- The rock climbing wall is including in the trampoline waiver.
- The requirement for rock wall will be 50 inches in height or taller. Permission to participate needs to be filled out from waiver and on our parent consent form.

## **Camper's Checklist:**

- Camp bag for personal items
- Lunch, 2 snacks, drinks and extra snack for extended care
- Water bottle (labeled)
- Tennis Shoes (to be worn at all times)
- Bathing Suit, towel, bag for wet items.
- Sunscreen
- Camp t-shirt (to be worn every Friday)
- All items labeled with child's name
- Extra change of dry clothes

Please make sure that all of the forms enclosed are filled out and returned to us by June 1, 2020. Paperwork received after June 1st will be expected to be turned in prior to your child's first week of camp registered. Please do not bring in paperwork on your child's first day. Handing in prior to their first day allows enough time to file and organize everything we need for their first day. If your child is brought the first day without proper paperwork filled out, they will not be allowed to participate in certain activities that require written parent consent. If you have more than one child, one of each form must be filled out for each child. Please do not put more than one child on each form. If you have any questions or concerns, please do not hesitate to call us. Our goal is to create a fun, active and exciting environment for your child; while making sure that all parents and guardians are fully informed and understand everything. We welcome your comments and suggestions and look forward to an incredible summer together!

Thank you!!

Amy Carr  
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The Arena Club  
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