USA Student Recreation Center 2019 Summer Camp Handbook

WELCOME
We are excited that you are interested in our summer camps! Please spend some time carefully reading our camp policies. If you have any further questions, please contact us at srcsummercamps@southalabama.edu. You may also call 251-460-7268, however email is the preferred method of contact.

LOCATION
The summer camps are held at the University of South Alabama Student Recreation Center located at 51 Stadium Blvd on the corner of Old Shell Road and Stadium Blvd.

CONTENT
Our recreational camps provide fun, physically active programming. We use many Department of Campus Recreation facilities including the outdoor pool and vortex, indoor rock climbing wall, ping-pong tables, basketball and indoor soccer courts, the Glenn Sebastian Nature Trail, racquetball courts, and intramural fields. By registering your child for camp, you attest that your child is able to be physically active for the duration of the day.

AGES
Camps are for children going into the 1st-8th grade in the upcoming school year. Children must have completed kindergarten and may not be going into high school. No exceptions.

CAMP READINESS
Please make sure your camper is ready for camp by asking yourself the following:

- *Is my child able to change his or her own clothing and swimsuit?*
- *Is my child able to tend to personal needs such as toileting and eating?* Camp staff is not able to assist with personal needs.
- *Will my child generally follow simple directions and rules in a structured setting?* Most rules are set to ensure the safety of all campers, and children must be able to follow these rules.
CAMP STAFF
Camp counselors are current USA students who are certified in American Red Cross CPR/AED/First Aid, have completed our in-house staff training, and have passed a background check. Certified lifeguards are present all pool activities. The Outdoor Adventures staff assists at the rock wall. Our required counselor: camper ratio is 1:10. To maintain this ratio, parents should not ask for their child(ren) to be added to a full camp.

CAMP HOURS
Camp activities are planned for 8:00-5:00 PM, though you may drop off as early as 7:30 AM and pick up as late as 5:30 PM.

PRICING & PAYMENT
Member pricing is only available to children and grandchildren of Student Recreation Center members. Payment is due in full at the time of registration. All registrations are made online via usacampusrec.southalabama.edu. Only credit and debit cards are accepted. Your receipt will be emailed to you and should be kept for tax purposes.

Regular registration for each session closes the prior Thursday at 11:59 PM. We do not accept registrations the Friday, Saturday, or Sunday before a camp session so we can adequately prepare and keep our counselors informed.

If you missed regular registration, and there is space in your child’s age group, you can register late the Monday of each camp session in-person for an additional $25/child.

CANCELLATION AND REFUND POLICY
The last day to cancel your registration with a full refund is one week in advance on the Monday prior to each camp session. Email srcsummercamps@southalabama.edu to request a cancellation and refund.

Please see your session receipt for the specific cancellation date. No refunds will be given after that date. Illness, injury, or extraneous circumstances with documentation from a third-party provider may be submitted for consideration of a refund; each request will be reviewed on a case-by-case basis and may or may not be granted.
Within one week of your camp session, you may reschedule to another week based on space availability in your child’s age group. Camp fees cannot be transferred to another Campus Recreation program such as swim lessons or birthday parties. Once a camp session begins, there are no refunds or rescheduling. There is no pro-rated cost if your child cannot attend the entire week.

**DROP-OFF AND PICK-UP**

Any individual bringing a child OR picking a child up must complete the daily attendance log, which includes the time and a full, legible signature. Parents must escort their child(ren) into and out of the Rec Center every day; children will not be allowed to sign themselves in/out or leave the building to meet parents in the parking lot.

During drop-off, children should be brought to the Student Recreation Center lobby, and counselors will then escort them to the outdoor pool. Children must be dropped off between 7:30-8:30 AM on the first day (Monday) of each camp session so that our full-time staff can review health forms and take late registrations. We prefer that all children be at camp by 8:30 AM each day.

Pick-up takes place in our classroom near the lobby. All children must be picked up by 5:30 PM. The only individuals who may pick up a child from camp are those listed as an authorized pick-up person.

You may add unlimited authorized pickup persons via your Campus Recreation Portal account. Staff will not release a child to anyone not listed. We may ask a pick-up person to present a valid driver’s license.

**POOL SAFETY**

All children will be given a swim test on the first day of each session. Children who do not pass the swim test must wear a life jacket during all pool activities. Campus Recreation provides life jackets.

**AGE GROUPS**

Children will be put into an age group. There are 10 children and 1 counselor per group. All groups will do some activities together including swimming, snack times, and lunch time. During other activities, the age groups may be separated based on facility space or the age-appropriateness of the activity.

**SNACKS AND LUNCH**

Parents should send two snacks per day and an inexpensive, reusable water bottle. We do not have refrigerators or microwaves available for camper use.
Campers are provided lunch each day in the Fresh Food Company, the all-you-can-eat dining hall on campus. There is a wide variety of food offered. During registration, please note if your child has any food restrictions or food allergies. Please also detail if the child would require an epi-pen or other medication. Your child is welcome to bring his/her own lunch to the Fresh Food Company if s/he has dietary restrictions or food allergies; however there is no pro-rated camp cost.

HEALTH FORM AND WAIVER
All children must have a current complete health form and waiver on file.

ACCOMMODATIONS
If your child has a special need that requires accommodations, please contact us at srcsummercamps@southalabama.edu. We work with the university’s Office of Risk Management, Office of Student Disability Services, and attorneys on a case-by-case basis to determine if we can provide reasonable accommodations for a requested need.

CAMPER RULES
Campers are expected to participate in all activities and adhere to these daily guidelines:
1. Listen quietly and follow all directions from counselors.
2. Show respect for others and their belongings.
3. Clean up after yourselves.
4. Always tell the truth.
5. Walk and use a quiet voice in the hallways and in the classroom.
6. Do not leave the group.
7. Keep your hands to yourself.
8. HAVE FUN!

WHAT TO WEAR TO CAMP
Children should arrive each day in their swimsuits, flip-flops or water shoes, and bring a towel. Please put sunscreen on your child prior to arrival. Children may also bring a hat, sunglasses, and swim goggles. Children should bring a small bag with a change of clothes including shorts, shirt, underwear, socks, and
athletic shoes. Athletic shoes MUST be worn in all areas of the Student Recreation Center and during all outdoor activities excluding the pool. Socks are required each day at the Rock Wall.
Please mark all of your camper’s items with their full name using permanent marker. Lost-and-found items will be kept for the duration of the summer. Unclaimed items will be donated to charity one week after the final day of camp.

**ELECTRONICS AND PERSONAL BELONGINGS**
Children are prohibited from bringing toys, money, tablets, games, trading cards, electronic items, weapons, etc. to camp. These items will be confiscated. NO CELL PHONES ARE ALLOWED.