

# 2023 XL Summer Camp Lake Nona Parent Handbook



LAKE NONA

## Camp Dates

May 29th - August 9th

Camp Hours

9:00 AM - 4:00 PM

Early Drop Off

8:00 AM

Late Pick Up

5:30 PM

Jazlyn Zepeda

Camp Coordinator

Jazlyn@xlsportsworld.com

12314 Suttner Avenue

Orlando fl 32827

(407)-863-3101

## WELCOME TO XL SOCCER WORLD'S SUMMER CAMPS OF 2023!

Dear Camp Parents,

We want to take this opportunity to welcome you to our Summer Camp programs and thank you for entrusting us for your child's care this Summer. We assure you that we will make every effort to make this a positive experience for both you and your child. We at XL Summer Camps want our campers and counselors to be a part of a safe, happy, and fun environment. We share a common set of core values. These core values are interwoven into camper and counselor relationships, our daily activities and decision making skills, in hopes of instilling positivity, respect, kindness, and acceptance for a lifetime.

We have worked diligently to enhance our current Summer Camp programs, including new activities, field trips, and STEM programs, we have many new and exciting plans for our campers. Our goal is to provide the safest possible environment for your child and the most fun summer! **Everything you need under one, air-conditioned roof.**

The 2023 Camp Parent Handbook contains all the information about our summer camp programs. Please review it carefully as it will answer many of your questions and help you to better understand our program and our camp policies. Please remember that these policies are in place for a reason. Our main goal is to keep all campers SAFE & HAVING FUN. We also encourage you to go over these policies with your child to ensure your child's camp experience is a positive one. Returning camp parents should also review this information, as many changes and additions have been made from previous years. I know it contains a lot of information but trust me it will make your camp experience more enjoyable if you and your child understand all our policies and procedures ahead of time. As much as we like to please every parent & camper, we have a large camp, and all our policies are based on the safety and welfare of all our campers.

You can expect to receive a pre-camp email from us with any final information about our camp program along with a copy of our "Meet the Staff" guide to introduce you to our incredible staff. Please do not hesitate to contact me with any questions or concerns that you may have.

Sincerely,  
Jazlyn Zepeda  
Camp Coordinator  
Jazlyn@xlsportsworld.com

## Important Dates

TBD, 2023	<b>OPEN HOUSE @ XL LAKE NONA</b> Please join us (date TBD), for a Summer Camp Open House. This will be your time to visit our facility if you are new or returning, meet the coaches, fill out paperwork, receive your welcome pack, and try out some of our camp activities.
TBD, 2023	<b>PARENT ORIENTATION @ XL LAKE NONA</b> Parents are welcomed to join us in our birthday party room to ask questions to our facility staff, camp staff, and camp director. This is the time for parents to learn where their child(ren) will be the whole summer, who they will be with, and an idea of what they will be doing for fun!
TBD, 2023	<b>CAMPER ORIENTATION @ XL LAKE NONA</b> All campers who are attending this Summer will have an opportunity to get familiar with our facility, meet our staff, meet new friends, visit with existing friends, and most importantly try an activity for a camp of their choice.
May 29, 2023	XL Summer Camp begins!!

\*\*\*\*Payment is due a maximum of 2 weeks prior to all field trips, and enrichment programs. You will be contacted by email if any of the dates or trips you selected are no longer available when your enrollment is processed. If payment is not received 2 weeks prior to the trip, the camper will be dropped and unable to attend.

## General Camp Information

Once you have completed your camp registration you will need to fill out the following Camp Enrollment Forms which can be located at [xlnona.com/soccercamps](http://xlnona.com/soccercamps) under the “Enrollment Form” button:

Enrollment Contract  
Health and Wellness  
Authorization for Child Release  
Behavior Management Policy

All forms must be completed prior to your child attending our summer camp. It is important that these forms are handed in **BEFORE** the first day of camp. Your child may not be able to participate without these forms on record.

A copy of your child’s immunization record and a current photo must be included. Enrollment Forms can be dropped off, mailed, or emailed to [Jazlyn@xlsportsworld.com](mailto:Jazlyn@xlsportsworld.com).

Camp registration holds a place for you in the camp, however until you submit your Enrollment Contract, we cannot hold camp days. Once you submit your Enrollment Contract, we will hold those dates for you and your schedule is set. You are responsible for all dates selected on your Enrollment Contract. All camp forms must be submitted prior to attending the camp.

Contact Information  
Camp Phone: 407-863-3101  
Camp Email: [Jazlyn@xlsportsworld.com](mailto:Jazlyn@xlsportsworld.com)  
Website: [www.xlnona.com](http://www.xlnona.com)  
Federal Tax ID: 82-1284795

## Camp Hours

XL Summer Camp hours are 9:00 AM - 4:00 PM. Extended care is provided from 8:00 AM - 9:00 AM and 4:00 PM - 5:00PM at no additional cost. All campers must be picked up by 5:30 pm. Our camp staff is only here Monday through Friday during the hours of 8:00 am - 5:30 pm. Campers that are picked up after 5:30 pm will be charged a late fee (See Check Out on Page 16).

Camp Office Business Hours:  
8:00 AM - 5: 00 PM Monday - Friday

If you have questions about your camp schedule, payments, or your camp account, please call the camp office during business hours at 407-863-3101 or email the camp office: [Jazlyn@xlsportsworld.com](mailto:Jazlyn@xlsportsworld.com).

## Questions/Concerns

During the summer, if you have any questions or concerns regarding your child’s camp experience, please contact the Camp Director directly. You may also speak to one of our Assistant Directors when dropping

off or picking up your child. If you have an urgent matter during the camp day, please ask to have the Camp Director notified immediately.

### Camp Staff

Our Summer 2023 staff will consist of professional educators (many of whom hold advanced degrees), current high school and middle school coaches, graduate students, and undergraduate students. All staff members are certified in CPR, undergo extensive training, and contain background checks completed by the State of Florida.

Under the direction of the Camp Coordinator, Jazlyn Zepeda, there are several Assistant Directors. Our Director and Assistant Directors are all readily available to help you or your child when needed during this Summer.

All our camp families will receive a “Meet the Staff” email before camp starts with pictures and a brief about me section about our staff.

It is our camp staff’s responsibility to ensure that your child is comfortable, engaged, fed, happy, and most importantly having fun. Our staff will do their best to attend to each camper’s specific needs but please remember that we will have a large number of campers in our facility.

### Camper to Counselor Ratios

Grade	Ratio	Ratio/Field Trip	Ratio/Water Trip
PK/K	6:1	5:1	4:1
1 - 8 <sup>TH</sup>	10:1	9:1	8:1

### Camp Groups

- Campers are placed in separate groups according to the grade level they have completed during the 2022-2023 school year. Campers that have just completed Pre-1<sup>st</sup> will be placed with the Kindergarden group. If you feel that your child would feel more comfortable with the 1<sup>st</sup> grade group, please contact the Camp Director.
- All other campers are placed in the grade they just completed, not the grade they will be entering in September 2023. When filling out your camp paperwork, please make sure you fill in the correct grade.
- Each camp grade will have several Head Counselors who will be with them throughout the summer. These are the counselors with the most experience.

## Daily Operations

### Camp Attendance

#### Drop Off

Drop off and pick up is at the rear of the building - and is a carpool format. We kindly request you remain in your vehicle and follow the line until your turn.

A lead counselor will greet you and mark them on an attendance sheet. Here you will provide their money for the day (if opting for snack and lunch)

Your child will enter the building and be led to their designated camp area depending on what they are registered for. When they arrive at their camp destination, a counselor will mark them on an attendance sheet that will be re-checked at each snack break, lunch break, change of area, and change of activity. Attendance will also be taken separately for field trips.

If your child is attending a field trip, a different attendance sheet will be used and checked before leaving the facility twice - marked in the facility with a senior staff sign off, and once on the van prior to departure. Field trips require campers to wear their XL Jersey. **THIS IS MANDATORY.** Field trip attendees will also be wristbanded.

### Daily Schedule

Each XL Summer Camp will begin at 9:00 AM.

Camp begins with a morning meeting. This time is used to get our campers excited about their day, announce important information pertaining to their camp, and announce campers' birthdays. At this time, allergy bands are put on campers with food allergies.

Once this is completed, campers who are attending field trips and enrichment programs are sent to their activity. All other campers begin their day by going to their first activity. Each grade has a schedule that changes daily and consists of 45-minute periods.

For Adventure Camp, every period each grade goes to a different surface and participates in a different activity. Activities include sports, friendly competitions, Pictionary, Human Knot, Steal the Bacon, Waffle Ball, Kickball, Bingo, Scooter, Knockout, Hula Hoop Relay, Frisbee tag and hundreds of other games and activities. Our staff introduces new games daily to keep the campers interested and challenged.

Soccer camp will begin their technical learning and teaching element for that particular skill set based on the day / county theme. (I.e., Monday - Brazil - dribbling day)

## Lunch/Snack

Grade	Lunch Time	Snack time
PK/K/1	11:00	Every 1 ½ hours
2/3/4	11:45	Every 1 ½ hours
5/6/7/8	12:30	Every 1 ½ hours
Enrichment Programs	12:30	Every 1 ½ hours

- Lunch is not included in our summer camp program. We offer pizza every day for \$1.50 that can be purchased through your child's envelope. If your child does not wish to eat pizza, they may bring their own lunch. We offer multiple different healthy snack options throughout the day for each camper to purchase. Snacks include, oranges, pretzels, granola bars, gluten free popcorn, apple sauce, and many more.

- Water is always available to campers throughout the day and they are encouraged to drink often. Each camper is asked to bring their own water bottle from home to fill up during the day. If a camper does not have their own water bottle at home, they may purchase an XL water bottle. We also sell water bottles for \$2 during the camp day.

- We do not have refrigeration available to the campers. If your child brings a bagged lunch, please make one that does not need to be refrigerated. Each camper will need to keep their lunch in their bags until it is time to eat for their group.

- Please make sure you provide your child with a sufficient amount of snacks in their bag or money in an envelope for the purchase of a snack. Most of the campers are growing and participating in physical activity can make them extra hungry.

## Food Allergies

On the Health and Wellness form, we ask you to list any foods that your child is allergic to. We take these allergies very seriously. Campers with food allergies will be given a red wristband each morning at the first attendance. This band must be worn all day. All campers with food allergies are seated at a separate table during lunch. Please do not feel that your child will be sitting alone as we have many campers with food allergies. This is for the safety of your child. Our staff will monitor everything your child has to ensure optimum safety for each camper. If your child has a food allergy that requires an EpiPen, we request that you have one that we can keep on site for the duration of their camp weeks so that in the event of an emergency we have it on site and on field trips at all times. If your child has a SEVERE allergy, please contact the Camp Director, directly, to discuss any special needs. If at any time during the summer anything changes with their allergy, we ask you to inform us in writing of the change.

**Free Time**  
Every day from 1:35 PM - 2:50 PM campers in 1<sup>st</sup> - 8<sup>th</sup> grade have free time. Our staff is stationed throughout the building and at all the exits. Campers are very closely monitored during this time. After a

long day of playing and participating in certain activities, campers will have a moment to be free and play what they choose.

### **Spending Money**

Your child is not required to bring in spending money; however, your child may wish to purchase food or snacks from our snack bar. We encourage all parents/campers to hand in their spending/snack money to the camp desk where it will always be monitored by our staff. Campers who keep money in their camp bags do so at their own risk. Please note: the XL Summer Camp staff will not be responsible for any money not kept at the camp desk or money that is lost or stolen from a camper's bag.

Envelopes will be available at the camp desk during check in to store camper's spending money. Please write your child's name and grade on the envelope. These envelopes will be kept at the camp desk and will be handed out. Snack time is the only time during the camp day that the snack bar is available to the campers. Campers should return leftover money to the camp desk. Please instruct your child as to how you would like them to spend their money as it is very difficult for our staff to monitor what each camper is buying.

### **After Care**

During the aftercare program from 4:00 PM - 5:30 PM campers will participate in our after-care program supervised by our staff. All campers must be picked up by 5:30 pm.

### **Camp Special Days**

Our Camp Calendar includes a description of all the Special Day activities and events we have planned for our summer camp program. Please encourage your campers to participate in these events. These activities are fun for both the campers and counselors and help to enrich our program.

### **PK/K Program**

PK and K make up our youngest camp groups. The PK group is for those campers who are 4 years old by MAY 26, 2023 and have not yet attended Kindergarten. The K group is for campers who have just completed Kindergarten.

- PK & K campers will stay with their assigned group and counselors the entire day. They participate in all camp wide activities but are always under the supervision of their counselors.
- PK & K campers are in separate groups. Occasionally, they are together for a special event.
- PK & K campers store their belongings in separate bins at the front desk.
- PK & K campers have story time every day along with a rest period. They are not required to nap but do need time to relax.
- PK & K groups have extra staff during lunch and snacks to assist them.
- PK & K campers are always escorted to the bathroom by a staff member. Our staff will remain outside the bathroom area with them.
- To attend camp, your child **MUST BE COMPLETELY POTTY TRAINED**; however, in the event of an "occasional" accident, we will assist them in cleaning up and changing their clothes. ALL PK & K campers are required to have a change of clothes in their camp bag. If your child has an accident and does not have a change of clothes in their bag, they will have to wait in the Triage Room until you bring fresh clothing.
- Please put your child's name on EVERYTHING!



## **PK/K Curriculum Monday - Thursday**

We realize the importance of creating a connected and caring camp community that makes a difference in the lives of our young campers. This is the reason we have designed a program for our PK and K campers. The program focuses on each camper's integrated experiences. Each camp week is assigned an overall theme and each day we have planned fun and interesting topics to support that week's theme. Monday through Thursday each week, campers will spend time learning about the weekly theme. It is our hope that your children will become immersed in our weekly themes and daily topics using movies, stories, discussion, art projects, dancing, and playing.

### **5 Things We Did Today!**

At check out each day all PK/K campers will receive a printout of "5 Things We Did Today." This is a summary of what your PK/K camper did at camp each day so you can talk to your child about their day and the activities that they participated in.

## **Field Trips**

Ratio of camper- to-staff on all non-swim field trips: PK/K - 5:1 1<sup>st</sup> - 8<sup>th</sup> Grade 9:1

A list of field trips is in your Enrollment Forms that includes pricing information. Itineraries are located on our website and include departing time, returning time and other important information. Field trips are an additional activity and require an additional fee. The fee includes our cost for the bus and extra staffing needed to ensure that all campers are safe and having fun. Typically 50 - 65 % of campers attend the field trips. Campers who do not attend the field trips will stay at the facility and enjoy the scheduled activities for that day.

### **Field Trip Policies**

- We cannot, under any circumstances, add campers to the trips the day of the trip.
  - Campers attending field trips must arrive at camp by 9:00 AM. No Exceptions!
  - Campers who arrive after 9:00 am will not be permitted to attend the trip and will not be refunded.
- You may sign up for trips by using the Schedule Addition Form, which is available on our website and at the camp desk. Additions are approved based on availability.
- Schedule additions must be submitted by Wednesday by 9:00 AM for the following week's trips.
  - Field trips must be paid in full NO LATER THAN 2 WEEKS PRIOR TO THE TRIP. You can pay by check, cash, or we will automatically run your credit card on the deadline for all trips you have selected.
  - There are no refunds, credits, cancellations, or substitutions for field trips.
  - Parents are not permitted to attend field trips with our camp. Our policy is for the safety of your child, as well as the other campers.

## **VERY IMPORTANT - PLEASE READ**

It is a huge undertaking preparing our campers for field trips. Campers that are not checked in by 9:00 AM will not be permitted to attend the field trip that day. No Exceptions! We understand that this can be upsetting for you and your child and it is also very difficult for us to have to turn a child away from a trip. However, the safety of EVERY camper is always our main priority. Please leave early to ensure that you arrive on time when your child is attending a trip, as we know that traffic can be unpredictable. Always make sure that you check your child's schedule before they come to camp so that they are prepared to go on the trip. We appreciate your cooperation and understanding on this policy.

### **What should campers bring on a field trip?**

- We always bring water for the campers on all field trips.
- Campers must wear their camp T-shirt on all field trips.
- Campers must have a bag with their name and grade on it to help them keep track of their belongings.
- Glass Bottles are not permitted on any field trips.

### **Cancel/Add Field Trips**

If you do not want your child to attend a field trip that they are scheduled to attend, you must fill out a Field Trip Cancellation form. You can cancel until 9:00 AM on the day of the trip. After 9:00 AM our trip list is set, and we are unable to make any changes. If we do not have a signed form from the camper's parents/guardian by 9:00 AM, they will have to attend the trip. Please note that you will not be credited or refunded if you decide to remove your child from a field trip for any reason.

If you would like to add a field trip to your child's schedule, please contact Jazlyn at [Jazlyn@xlsportsworld.com](mailto:Jazlyn@xlsportsworld.com)

### **Cancellation of Field Trips Due to Weather**

Occasionally, we will cancel a field trip if we believe that the weather is unsafe. We will make the decision by 9:00 AM and will send out an email notification. If for any reason we decide to cancel a field trip, the cost of the trip will be credited to your account. Please keep this in mind if you are writing a check for that following week. You will receive an email telling you when the credit will be issued. We will not remove a camp day from your Enrollment Contract due to a canceled field trip. If a trip is canceled due to weather and we have previously purchased tickets, we will issue you the ticket. We cannot issue refunds on tickets that we have purchased.

## **CAMP POLICIES AND PROCEDURES**

### **Camp Rates:**

- \$350.00 Full day / Full Week
- \$275.00 Half Day / Full Week
- \$95 Individual Full Days
  - \$75 Individual Half Days

### **Enrollment Contract**

The Enrollment Contract is the form in the packet that you use to set your child's summer camp schedule. To set your schedule, put an X in the box to mark each field trip, and enrichment activity you want them to attend. Prices for the additional activities are in the Enrollment Forms and on our website. Once you have submitted your Enrollment Contract you cannot remove any days. You can reschedule days based on availability.

### **Changing/Adding Days**

Once you have submitted your Enrollment Contract, your schedule will be set for the summer and there can be no cancellations of any days/weeks selected. You are responsible for all days you have selected on your Enrollment Contract. However, we understand that situations may arise that warrant a change in your schedule. For these situations, we will make every effort to accommodate these changes based on availability. Please note that while we may be able to substitute days on your schedule, we cannot

deduct from the number of days you originally selected for any reason. You are required to pay for all days that you have chosen on the enrollment contract.

### **To Add/Change Camp Days:**

- Please email Jazlyn@xlsportsworld.com
- Schedule Change Requests must be submitted by 9:00 AM on Wednesday for the following week. No Exceptions!
- This request must be approved by the Camp Director. You will receive an email confirming that the request has been approved/not approved based on availability as soon as it has been processed.

### **Absence Policy**

It is not necessary to notify us if your child will be absent from camp. Please be aware that if your child is absent from camp for any reason, there are no opportunities to make that time up. There are no refunds, credits, or substitutions for missed days due to illness, injury, or family activities.

### **Payments**

- Payments are due each Wednesday by 9:00 AM for the following week's scheduled camp days.
- Full payment guarantees the holding of camp dates. If you do not wish to leave a credit card on file, payment in full is required to hold your spot.
- Any cash or check payment received after 9:00 AM on Wednesday will be credited to your next camp week.
- You can pay by cash or check each week. If we do not receive payment by 9:00 AM, we will automatically run the credit card on file at 9:00 AM on Wednesday for the following camp week. It is not necessary to call to make a payment unless you are paying with a different credit card than the one on file.
- Payment Forms/envelopes are located at the camp check in desk.
- If you prefer to pay in full or make payments in advance, you may do so at any time.
- We accept all major credit cards.
- A \$30 fee will be charged to your account for all returned checks.
- A \$25 late fee will be charged to your account if payment is not received on Wednesday by 9:00 AM for the following week's camp tuition. This applies to credit card payments that are denied. If your credit card payment is denied you will be charged a late fee.
- Please put your child's name on your check, especially if it is different from yours.
- The parent who registers their child is responsible for all tuition payments. If you would like us to split payment between two parents, you are responsible for obtaining the credit card information.
  - If the other parent does not make their payment, the parent that enrolled is responsible for the balance.
- We will accept checks or credit card payments from another parent/party; however, it is the responsibility of the parent that registers their child to obtain this information.
- Call the camp office during business hours (9:00 AM - 4:30 PM) if you have questions regarding camp payments.

### **Receipts/Statements**

If you would like a receipt or statement of any/all amounts paid please email the camp office (Jazlyn@xlsportsworld.com). Receipts and statements are not available in the morning during drop off.

## **Camp Check-In**

The check-in/check-out process is extremely important as it is our way of tracking the campers that are attending camp that day. Although we do try to get campers checked in quickly, it does take a few minutes to greet and check in each child. Please allow extra time in the morning to allow us to carefully check in each camper and please be patient with our staff. Ask for a Director if you have questions about your child. There are always several Directors on duty to assist in answering questions.

### **Check-In Policies:**

- Campers are not to enter the building until 8:00 AM unless otherwise arranged.
- When you arrive at XL for drop off, you will be directed to the side of our buildings based on the first letter of your last name.
- Please enter the drop off line and wait for your car to be at the door with a camp director.
  - Your child will be able to exit the vehicle and enter the building after being checked in.
  - Each vehicle will be asked the name of the person dropping them off and their relationship to the child.
  - Your child will be let through the doors and walked by another camp staff member to their designated camp area.
- You may leave spending money for your child in an envelope with the child's first and last name and grade on the front. All money will be stored at the camp desk and will be monitored by our staff. Please do not allow your child to keep their money in their bags or pockets, as it can get lost very easily. We are not responsible for any money that was not kept at the front desk.

## **Camp Check-Out**

When parents arrive to pick up their children, please pull to the sides of the building where your child was dropped off at. The person picking up will be asked for their child's name and grade. They will then be asked to show their ID. Parents are not permitted to enter the camp area unless escorted by a staff member. Your child will then be called over the loudspeaker or by walkie talkie to get their belongings and head to the designated door for pick up. Please be patient as it may take a few minutes for them to get there.

Incident/Injury/Discipline Reports are handed to you at check-out. If you have questions about any report that you receive, please ask the check-out staff to page a Director to speak to you. There are many campers per day and every Director does not know every incident/injury/discipline that happened to each child firsthand. They will, however, be able to investigate the issue and get answers to all your questions.

### **Check-Out Policies:**

- Every camper is checked out by a camp staff member in the pick up line. The pick up line is on the sides of the building where your child was dropped off at. Please remain in your vehicle. Once your child is safely in the car, you may exit the pick up line. Please watch out for other cars and campers.
- I.D. Please! When picking up your child from camp, you will be asked to show photo identification. Our checkout staff does get to know the parents and you may not be asked for ID because they recognize you, but please bring it with you in case a new staff member is at the checkout area. This is for the safety of your child.
- The only people who will be permitted to pick up your child besides the parents are those who are listed on your child's Authorization for Child Release form. No one will be permitted to pick up a child without identification. **THERE ARE NO EXCEPTIONS!**
- To make changes to the Authorization for Child Release form, email [Jazlyn@xlsportsworld.com](mailto:Jazlyn@xlsportsworld.com)

• All campers must be picked up by 5:30 pm. If you are unable to pick up your child by 5:30 pm please contact one of the authorized persons on your Authorization for Child Release Form to pick up your child. You will be charged a late fee of \$15 per camper for every 15-minute range in which you are late. For example, if you arrive between 5:31 pm-6:00 pm, you will be charged \$15 per child; if you arrive between 6:01 pm-6:15 pm, you will be charged \$30 per child. All staff members work an eight-hour shift, and we must pay overtime to our staff members who stay with the campers that are not picked up by 5:30 pm.

- Campers returning from field trips must be checked out at the camp pick up area on the sides of the building..

### **Parking Lot Safety**

- Orlando Fire Department prohibits anyone from parking in front of the building and will ticket any cars parked in front of the building.
- Please remember to be patient and cautious in the parking lot during drop off and pick up
- The front spots are reserved for handicapped people and parents with infants in car seats.
- All other parents must park in one of the designated parking spots in our lot.

### **Triage - Injury/Illness**

If your child receives a minor injury (i.e. scrape, cut, bruise, bump, etc.) while at camp, he/she will be taken to the camp triage. The triage counselor on duty will assess the situation and take care of any minor incidents. If the triage counselor feels the incident warrants further attention, he/she will notify one of the Directors. The Director will determine whether the parents need to be contacted. We cannot call every parent for every minor bump or bruise, but we will contact you if we deem necessary. Every illness/injury is written up on an incident report which a director reviews, signs, and sends to the front desk so that you will receive this at check-out. You will probably get more of these than you would like, but we want you to know as much as possible about your child's day.

If your child becomes seriously ill or injured at camp, a Director will contact you immediately. If we feel it is necessary, we will contact 911 first. If we are unable to wait until you arrive at the camp, a Director will accompany your child to the hospital and will stay with them until you arrive. Once at the hospital, our staff will not authorize any medical treatment. All injured campers will be taken to Nemours Children Hospital in Lake Nona, unless you request otherwise.

If any of the following symptoms occur at camp, you will be contacted to pick up your child within the hour:

- Temperature over 100° F.
- Severe cold with fever, coughing, or bronchitis
- Difficulty or rapid breathing
- Severe pain or discomfort, including ear or throat
- Vomiting or Diarrhea
- Rashes that cannot be identified or have not been diagnosed by a physician
- Contagious diseases such as measles, chicken pox, mumps, roseola, pink eye, ringworm or impetigo (we would appreciate a call notifying us so we can pass the information concerning potential exposure on to the other campers) +COVID-19 Symptoms
- Ear or Throat infections
- Unusual behavior (i.e. extreme lethargy, refusing food or drink)

- Any infected skin area (i.e. ringworm)
- Detection of Head Lice
- Upon notification, we require that your child be picked up within one hour.
- Campers that are sent home from camp because of illness may not return to camp until they are:
  - Free of symptoms for 24 hours
  - On the appropriate medication for 24 hours
  - Have a physician's note stating that they are free of symptoms

#### Medication

**\*\*VERY IMPORTANT** - Please do not send your child to camp with medicine in their camp bag or pocket. This includes Tylenol, cough drops, inhalers and EpiPens. This can be harmful to your child and other children if the medication falls out of their pocket or camp bag. Please hand it to a camp staff member at drop off so we can put it in our triage, in a safe place, and make sure it is available for your child. If a child has their inhaler or EpiPen in their camp bag, our staff will not know they have one with them and this can be dangerous in the event of an emergency.

- A Medication Form must be filled out and submitted when the medication is turned in. Medication must be labeled and stored in the original container.
- Parents must provide any precautionary information specific to the medication.
- Medications will be stored in a secure area that is not accessible to campers.

#### Policy on Illness and the Management of Communicable Diseases:

- We are genuinely concerned with the health and welfare of every child at our camp. To prevent illness from spreading to other campers, please do not send your child to camp when they are ill or possibly contagious.
- No refund/credits/substitutions will be made if your child is sent home sick.
- If your child becomes sick or injured, he/she will be taken to the camp triage. We do not have a nurse on duty; however, our entire camp staff completes a course in CPR for the Professional Rescuer and First Aid. All illness/injuries are reviewed by the Camp Director.

#### Camp Discipline Policy

It is XL Lake Nona Summer Camp's goal to provide a healthy, safe, and secure environment for all campers. Campers are expected to follow the camp rules and to interact appropriately in a group setting. A discipline report is written for almost every incident. We do this so that you are aware of the incident and can speak to your child. We cannot call every parent every time a child is disciplined, however we will contact you during the day or ask to speak to you at the end of the day for more serious incidents. We try to keep the lines of communication open so we can work together to help your child have a good day at camp.

#### Camp Rules

- Keep hands, feet, all objects, and all other body parts to yourself.
- Be respectful to yourself, others, and camp property.
- Listen and follow directions.
- Foul language/name calling is not permitted.
- Treat all campers with kindness and respect.
- Always tell a staff member if something is wrong or if you are upset.
- Be responsible for your personal belongings always.
- Play fair and have fun!

## Cell Phones

We prefer that campers do not bring cell phones to camp. They have access to our phones in the event they need to contact you. If your child contacts you during the day to tell you there is a problem, tell them to tell any staff member. If they bring a cell phone to camp, they do so at their own risk. We will not be held responsible for any cell phones that are lost, stolen or damaged. We reserve the right to confiscate cell phones at our discretion if we feel that they are being used inappropriately or are disruptive. If your child's phone is confiscated, it will be placed at the front desk until pick up. If this problem continues, your child will be prohibited from bringing their cell phone to camp. (Campers are not permitted to bring chargers or use the outlets for their phones or video games.)

If your child disobeys the camp rules, we will take the following actions:

- Staff will redirect the camper to a more appropriate behavior and remind him/her of the camp rules.
- If the behavior persists, the camper will be placed in time-out and will lose time from free time. • The staff will document the situation by filling out a discipline report. All discipline reports are reviewed by the Camp Administrator or a Director and a copy is sent home.
- If a child's behavior at any time threatens the immediate safety of them, other children or staff, the parent will be notified and expected to pick up the child immediately.
- If your child is suspended from camp, you are still responsible to pay for those days.
- Continuous disruptive behavior may result in a suspension or expulsion from the camp.
- **If your child is expelled from the camp your financial responsibility will end at the end of that week. You will not receive a refund for any days or weeks.**

We will make every effort to calm your child, redirect them and diffuse every situation, as we do understand that children occasionally become upset and can act out. However, if we feel that we cannot control your child, we have no other alternative than to remove them from camp. If your child is being sent home because they are not following the camp rules or they are being disruptive to the rest of the campers, they will be placed in time-out in the camp office until you pick them up. Campers must be picked up within one hour. Please note that if you are contacted to pick up your child from camp due to behavior issues, you will not receive a credit/refund for that day.

If we decide to suspend or terminate your child's camp enrollment due to any behavioral issues, you will not receive a credit/refund. We will terminate his/her enrollment at the end of that camp week, and you will not be charged for any future week(s) that haven't been prepaid. If your child is expelled from camp, siblings of that child may continue to attend camp; however, if you decide to remove your other children from camp, you are still responsible for paying for all days/weeks the siblings were originally enrolled.

## What should campers wear to camp?

- Campers should dress in comfortable lightweight clothing so that they are ready to participate in all activities.
- Camp shirts are not required to be worn to camp unless your child is going on a field trip.
- Campers are not permitted to wear clothing that is too tight or too revealing.
- Socks are required.
- No cleats are permitted.

## **What should campers bring to camp?**

Your child should bring backpack to camp each day with the following items:

- Healthy snacks
- Bathing suit and towel (on swimming and water days)
- Sunscreen (please put name on it)
- Complete change of clothes (required for all PK and K campers)
- Socks (your child will be unable to play!)
- Sneakers/close-toed shoes (campers are required to keep their shoes on all day)

Please be sure all items brought to camp are clearly labeled with your child's full name and please remind your child to keep close track of all items. Each camp group is designated an area to store their belongings. Except for PK and K campers, it is your child's responsibility to keep track of all his/her belongings including their shoes!

What campers ARE NOT permitted to bring to camp?

- Glass bottles
- Gum
- Medicine in their bags

We prefer that your child does not bring cell phones, expensive toys, or games to our camp. If you choose to allow your child to bring any expensive item and it is lost, damaged or stolen, please do not contact the camp or camp staff about this, as we are not responsible. The XL Summer Camp staff will, under no circumstances, be held responsible for the loss, damage, or theft of these or any other valuable items.

## **MISCELLANEOUS INFORMATION**

### **Photo Release**

Any photos or video footage taken while your child is at camp may be used for promotional purposes in print media and/or internet promotion. No financial compensation is available should such a picture/video be used.

### **Lost and Found**

Campers (except for the PK/K) are required to keep track of their belongings including their shoes while they are at camp. Even with our staff reminding them, they lose their shoes and belongings. Please put your child's name on everything they wear or bring to camp including their shoes. A camp Lost and Found area is located near the front desk. At the end of each day, our maintenance staff will place any items that have been found in our building in the Lost and Found, so please check it periodically for any missing items. If your child is missing their shoes, jacket, hat, etc. chances are it will turn up during clean up and it will be placed in the Lost and Found. The Lost and Found will be cleaned out every 2 weeks, with leftover items being donated to Goodwill.

### **Camp T-Shirts**

- All campers will be given a camp T-shirt at the Summer Camp 2023 Open House event or at check out on the first day of camp. You will receive one shirt. For an additional charge, you may purchase our camp bag, which includes a second t-shirt, water bottle, and drawstring bag.
- If your child is attending a field trip on their first day of camp, we will issue the t-shirt during check in.



- Campers are not required to wear their camp T-shirt to camp each day but **MUST** wear them on all field trips. This is done for your child's safety.
- If your child arrives at camp without their camp T-shirt and is scheduled to attend a field trip, they will be issued a new one and we will automatically charge the credit card on file for \$10.00.
- We also ask that you send your child to camp each day with a backpack that is clearly labeled with their name. This will help them to keep track of their belongings throughout the day.

### **Sunscreen Policy**

If your child is taking part in an outdoor field trip, it is the parents' responsibility to apply sunscreen to their child before bringing them to camp. All campers should have sunscreen (labeled with their name) in their bag so they can reapply if needed. You should also send your child with sun protection such as SPF clothing, hats, and sunglasses. Our staff will assist the PK and K campers.

### **Camper Birthdays**

Campers who have a birthday while they are at camp will be announced during our morning Roll Call with a Happy Birthday by the campers and staff. If you would like to send in a treat to share with the campers in your child's grade during snack, contact the camp for a head count for that grade.

### **Fire Drills**

Our staff conducts a fire drill once a month on a different day and time. This is for the safety of the campers. These drills ensure that we can get all our campers out of the building and accounted for very quickly in the event of an emergency. In the event of a real emergency, we can get all campers safely out of the building and accounted for. We also practice several other drills weekly so that in the event of any emergency, our staff is ready. You will be notified immediately in the event of a real emergency. Please be advised that you will not be permitted to check-in or check out your child during a fire drill. We do our best to schedule them at times when we do not have many campers arriving or leaving. However, it is still possible that you will arrive while we are in the process of a drill. If this is the case, we ask that you please exercise patience. We will attend to you as soon as the drill has been completed and all children have been accounted for.

### **One Final Note**

Our staff works extremely hard to get to know all our campers and to ensure that every camper feels safe and cared for while they are in our care. Please always treat our staff with respect. With many staff members working at the camp and a large number of campers each day, it is impossible for every staff member to know everything about your child's day. Please ask to speak to the Camp Director, if you have something you would like to discuss about your child. We will always make the time to speak with you about your concerns and address every situation in a timely manner. If you have any issue you would like to discuss, please do not hesitate to bring it to our attention.