



## Day Camp Parent Information

### **Program Registration**

Please confirm your days for the entire week by the Thursday prior to each week. Registration will close at 11:59pm on Thursday night. You will not be able to delete days and will be charged for the dates selected at that time. Days may be added if space is available. Late additions will incur a \$10 late fee. If an emergency arises, please call the office.

### **Camper Forms**

Please log in to your Camp Cavell account and ensure that all forms for your camper have been completed. Campers without completed forms will not be able to participate and the child will be held in the office until completed forms are received.

### **Morning Drop Off**

Day Campers not riding the bus should be dropped off at camp between 8:00 and 8:30am. Our scheduled activities begin at 9:00am each morning. Please remain in your car and drop your child off at the end of the walkway. Older day campers (those entering 3<sup>rd</sup> grade and up) should be dropped off at the first walkway near the brown day camp building. Campers entering kindergarten through 2<sup>nd</sup> grade should be dropped off at the second walkway near the green yurt. Staff will greet you at the car to sign your child in. Once you have dropped your child(ren) off, please proceed down the driveway and turn around in main camp. You may also park in the parking lot at the end of the driveway and walk your child up to day camp. Please do not park or turn around in the driveway.

### **Afternoon Pick Up**

Day Campers not riding the bus should be picked up from camp between 4:30 and 5:30pm. Please follow the same procedures as above.

### **Extended Hours**

Care is available in the morning from 7:30 – 8:00am at no charge and from 5:30 – 6:00pm for an additional fee (\$5 per child per day). After 6:00pm, a \$1 per minute late fee will be assessed.

### **Bus Information**

Camp Cavell provides transportation to and from camp with pick up/drop off points at the Marysville and Fort Gratiot Meijer. Seating is limited and spaces will be filled on a first come/first served basis. Please make bus arrangements as early as possible.

Transportation will be provided by First Student School Bus Service most weeks. In addition to the driver, there will be Camp Cavell staff supervising campers on the bus. On weeks when enrollment is low, transportation will be via a Camp Cavell van and driven by a Camp Cavell certified driver.

**Bus Schedule:**

- 7:15 am Bus arrives at Marysville Meijer Parking Lot  
(south end of lot, near the park and ride)  
Camp Cavell staff will check in campers
- 7:30 am Bus departs Marysville Meijer
- 7:55 am Bus arrives at Fort Gratiot Meijer Parking Lot  
(north end of parking lot, near Golden Corral)  
Camp Cavell staff will check in campers
- 8:00 am Bus departs Fort Gratiot Meijer
- 8:30 am Bus arrives at Camp Cavell
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- 5:00 pm Bus departs Camp Cavell
- 5:30 pm Bus arrives at Fort Gratiot Meijer
- 5:35 pm Bus departs Fort Gratiot Meijer
- 6:00 pm Bus arrives at the Marysville Meijer

**IMPORTANT TRANSPORTATION NOTES!**

- ***Campers who are not picked up by 5:35 pm at the Fort Gratiot Meijer will be transported to the Marysville Meijer. If you are running late, please call the Camp's office at 810-359-2267 and plan to meet the bus at the Marysville Meijer.***
- ***Campers who are not picked up by 6:05 pm at the Marysville Meijer will be charged \$1 a minute. If there has been no contact with parents, police will be contacted if campers are not picked up by 6:15 pm.***
- Please make sure the camp office and bus staff have your most current contact information so that we can reach you quickly in the event of any transportation changes.
- The bus cannot stop anywhere other than designated stops. If you are late, please do not honk or yell in an attempt to stop the bus.
- Campers are expected to follow all policies and procedures set in place by Camp Cavell staff and the bus driver. Inappropriate or disruptive behavior may result in a child not being permitted to ride the bus.
- Please supervise your child in the parking lot even after you have signed them in, they will not become the responsibility of the camp until they are on the bus. In the rare event that the bus is late, please do not leave until it arrives.
- Campers will be released only to those adults that are authorized on their account. Please inform anyone picking up your child that they will be asked to show ID.
- The bus counselors have contact with the camp office at all time while on the bus. If an emergency arises while your child is on the bus, please call the camp office and we will contact the bus counselors.

**What to Bring (and what not to bring) to Camp**

- Each day, campers should bring a water bottle, a change of clothes, a one-piece swimsuit, water shoes or secure sandals that can get wet and towel. Campers should wear (and bring) clothes that can get dirty. Campers should also wear securely fitting shoes.
- In addition to the items listed above, equestrian day campers should wear long pants and solid, closed-toed shoes.
- Please apply sunscreen to your camper in the morning. Camp staff can only reapply sunscreen that your child brings with them from home.

- We are fortunate to not have many bugs here at camp, however should you chose to send your child with bug spray please remind them that it should only be applied outside and under the supervision of an adult. We are not able to supply bug repellent and campers should also be reminded not to share theirs with others. Please avoid sending your child with aerosol bug spray and/or sunscreen.
- You can help our staff reunite campers with lost items by labeling everything that comes to camp.
- Please leave electronics, including cell phones, at home. Camp Cavell can not be responsible for loss or damage to personal items.

### **Weekly Schedule**

The weekly schedule will be available each Monday morning. Campers who attend all five days in one week should have the opportunity to experience all of our camp activities (as age appropriate). Younger campers will move together as a group throughout the day while older campers will be able to choose some of their activities each day.

### **Program Structure**

Camp Cavell's Day Camp is divided into two age groups. Our youngest campers, Explorers, are entering Kindergarten through 2<sup>nd</sup> grade in the fall. Our older campers, Adventurers are entering 3<sup>rd</sup> grade through middle school. **Explorers** participate in traditional camp activities like nature, swimming, archery, horseback riding and arts and crafts. They also have opportunities throughout the day for supervised, unstructured free play. **Adventurers** also participate in traditional camp activities but will be given choices each day in an effort to tailor their day to suit their interests. Adventurers also have an hour each day of supervised, unstructured free time. **Equestrian** day campers will spend half of their day at horses and half of their day with the traditional day campers. They will join their age appropriate group when not participating in equestrian activities.

### **Meals and Snacks**

Campers are provided with a hot, freshly prepared lunch each day. Campers will also receive two snacks each day. A weekly menu is available each Monday. Camp Cavell is peanut and tree nut free. If your camper has any other special dietary needs, please let us know.

### **Medications at Camp**

If you are sending your child to camp with any medication, please hand the medication to a staff member in its original container with a medication release form (unless you completed this form electronically upon registration). Campers may not carry medication unless it is an emergency rescue device (inhaler or epipen). If you are sending your camper with emergency medication such as inhalers or epipens, please let your child's counselor know if you need it back at the end of each day.

### **Positive Discipline Policy**

Camp Cavell believes that responsible behavior develops most readily in an environment of encouragement, acceptance, understanding, and consistency. To structure such an environment, we apply certain management principles, particularly those of consequential thinking and positive discipline.

Behavior issues will be handled initially by the counselor and will be addressed by the director as necessary. Parents are notified of major issues and we appreciate their cooperation in helping keep our camp safe and enjoyable for all. Among the tools we use to help campers develop responsible and appropriate patterns of behavior are time-outs, contracts, creative writing, discussion, and service projects. In some situations, parents may be called to pick up a camper immediately, or a camper may be asked to remain at home for a day or two as a punitive and reflective measure. Certain situations call for the permanent withdrawal of a camper from the

program. These may include: actual, threatened, intended or implied physical violence towards campers, staff, or animals, grossly inappropriate gestures or actions, theft, vandalism, destruction of property and the use or carrying of prohibited substances or items. **There are no refunds issued in these situations.**