

DAY CAMP PARENT PACKET

PROGRAM REGISTRATION

Registration is online through a Camp Account. You will need to create an account. Day Camp payment is through a credit card payment plan OR payment in full at the time of registering. Payment is due before the camper's arrival. Please confirm online by Thursday prior to each week. **Registration will close at 11:59 pm on Thursday nights.** You will not be able to delete the upcoming week and will be charged at that time. Your camper may be added if space is available. Please call the office to check availability. Late additions will incur a \$10 late fee. If an emergency arises, please call the office.

CAMPER FORMS

Please log in to your Camp Account online and ensure that all forms for your child have been completed before his/her first day of camp. **Camper without completed forms will not be able to participate** and they will have to wait 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 am and 8:45 am.** Our scheduled activities begin at 9:00 am each morning. Please remain in your car and drop off your child at the first walkway near the brown Day Camp building with blue doors. Staff will greet you at the car to sign-in your child. Once you have dropped off your child, please proceed east down the driveway and turn around in the main camp. You may also park in the parking lot at the end of the driveway and walk your child up to Day Camp.

AFTERNOON PICK UP

Please follow the same procedures as morning drop off (see above). Day Campers not riding the bus should be picked up from camp **between 4:30 - 5:30 pm.** Please have your photo ID ready. Only those people on the authorized list on your Camp Account may pick up a camper. If you would like to add additional people, please do so online or call the office.

EXTENDED HOURS

Early drop off is available in the morning from **7:30 - 8:00 am** for an additional \$5 per child. Late pick up from **5:30 - 6:00 pm** is available for \$5 per child. After 6:00 pm, a \$1 per minute late fee will be added. Please bring cash or a check or you will be billed on your Camp Account.

BUS INFORMATION

Camp Cavell provides transportation to and from camp with **pick up/drop off points at Marysville and Fort Gratiot Meijers.** Seating is limited and spaces will be filled on a first come/first serve basis. Please make bus arrangements as early as possible. Bus service can be reserved on a weekly basis on your Camp Account. Transportation will be provided by a Camp Cavell vehicle. In addition to the driver, there will be a Camp Cavell staff member supervising campers.

BUS SCHEDULE for **St. Clair County**

7:15am Bus arrives at Marysville Meijer parking lot (*South end of parking lot near the Park & Ride*)

Camp Cavell staff will check in campers*

7:30am Bus departs Marysville Meijer

7:55am Bus arrives at Fort Gratiot Meijer parking lot (*North end of parking lot near Golden Corral*)

Camp Cavell staff will check in campers*

8:00am Bus departs Fort Gratiot Meijer

8:30am Bus arrives at Camp Cavell

5:00pm Bus Departs Camp Cavell

5:30pm Bus arrives at Fort Gratiot Meijer (*Please have photo ID ready*)

5:35pm Bus departs Fort Gratiot Meijer

6:00pm Bus arrives at Marysville Meijer (*Please have photo ID ready*)

****IMPORTANT BUS NOTES**

- **Campers who are not picked up at 5:35pm at the Fort Gratiot Meijer will be transported to the Marysville Meijer. If you are running late, please call the camp office at 810-359-2267.**
- **Campers who are not picked up by 6:05pm at the Marysville Meijer will be charged \$1 per minute as a late fee. If there has been no contact with parents, police will be contacted if campers are not picked up by 6:15pm.**
- Please make sure that 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 that 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 the pick up spot until it arrives.
- **Campers will be released only to those adults that are authorized on their Camp Account. Please inform anyone picking up your child that they will be asked to show ID.**
- Bus counselors have contact with the camp office at all times 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 NOT 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, a towel, and a bag or backpack. Campers should wear (and bring extra) clothes that can get dirty. Campers should also wear securely fitting shoes as we have a fun, active program planned.

- **Please label all clothes and items that you send with your child to camp or the camp staff may do so.**
- **Please check the Lost & Found daily** to see if your child has left anything behind.
- In addition to the items listed above, **equestrian day campers should wear long pants and solid, closed-toed shoes. They will not be permitted to ride without them.** It is recommended that they have cooler clothes and a bathing suit to change into when done riding.
- Please apply sunscreen to your child in the morning before coming to camp. 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 choose to send your child with bug spray, please remind him/her that it should only be applied outside and under the supervision of an adult. We are not able to supply bug repellent. Campers should also be reminded to not share theirs with others.
- Please leave electronics, including cell phones, at home. Camp Cavell cannot be held responsible for loss or damage to personal items.

OPTIONAL ITEMS TO BRING

- Trading Post (camp store) money for items like t-shirts, sweatshirts, flashlights, toothbrushes, toys, etc.
- We appreciate clean recyclables for activities, including:
 - Plastic grocery bags
 - Paper towel rolls
 - Toilet paper rolls
 - Egg cartons
 - Plastic jars with lids
 - Empty returnable cans and bottles
 - Any games, books, or art supplies that you would like to donate

WEEKLY SCHEDULE

Campers should have the opportunity to experience all of the camp activities (age appropriate). Parents/Guardians will be notified about special events and field trips as soon as possible. All off site trips required signed permission by a parent/guardian.

EQUESTRIAN CAMP PROGRAM STRUCTURE

Equestrian day campers will spend half of their day at the horse stables and half of their day with the traditional day campers. They will join their age appropriate group when not participating in equestrian.

MEALS AND SNACKS

Campers are provided with a hot, freshly prepared lunch each day. Campers will also receive one snack each day. Water is available throughout the day. **Camp Cavell is peanut and tree nut free.** If your camper has any other special dietary needs, please let us know before his/her first day of camp.

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 during 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, please let your child's counselor know if you need it back at the end of each day.

POSITIVE DISCIPLINARY 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 can 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/Guardians are notified of major issues and we appreciate their cooperation in helping to 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/guardians 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.**

THANK YOU

Thank you for your help in making this an amazing summer at Camp Cavell! We look forward to an incredible summer full of sunshine, adventure and fun!