

Metro Christian Academy Summer Sensations Policies and Procedures 2019

We are looking forward to a great summer camp! Summer Sensations begins on **Tuesday, May 28th** (Monday, May 27th is Memorial Day). Please read each of the following summer camp policies and sign to indicate that you have read and agree to support our summer camp policies (on pg 4 of the registration packet).

First Day:

The first day, Tuesday, May 28th is movie day on campus. On the first day of camp **an adult must accompany all children to the enrollment table in the gym in order to complete the enrollment process for the Summer Sensations Program.** All paperwork must be completed, your school account cleared, and summer fees paid in order for your child to begin summer camp. There will be a table set up in the gym for completion of enrollment from 7:00-8:30 AM May 28th and 29th. If your child's first day is after May 29th, you will need to see Mrs. Augustin or Amy Brown in the office to complete the registration process. Note: MCA students are encouraged to enroll before the first day by sending your Summer Sensations Enrollment Packet and fees to the office.

Drop-Off and Pick-Up:

After enrollment day (the first day your child attends summer camp), an adult escort is required **for All children**, preschool and elementary, for sign in/out on the iPad.

Finances:

The policy for the summer camp program is that no one may attend the "Summer Sensations" program until their **previous school bill has been paid in full.** We will need all "Summer Sensations" payments to remain current throughout the summer in order for your child to continue in our program. You will be asked to not send your child to summer camp if your account becomes more than one week behind.

Bus Departure:

The students' grades 1st –6th are scheduled to leave for the away activities at **9:30 AM.** **On an off-campus movie activity, we leave at 9:00 AM. You will have a calendar of events to know which days these are in advance. **It is imperative that your child be here by the time the bus leaves.** Students who do not attend an off-campus activity may be dropped off after 12:30 PM when the workers and students from your child's group have returned to the campus. When scheduling days you need to pick up early, please check the activities calendar as some of our summer activities have us arriving back at school in the middle of the afternoon.

Dress Code:

There is no structured dress code for the summer program. We suggest play clothes that will not be a problem if they become soiled. We do a lot of playing in summer camp! We do ask that shorts and other summer wear be modest. Short-shorts, halter tops, or tops that show the abdomen are **not** acceptable. Please see the swim section for swimwear dress code. We require tennis shoes; sandals are unsafe. (Open backed/slip-on shoes can be used for the pool.) **We would like for each child to bring a complete change of clothes to keep at school for emergency purposes.**

Kindergarten Students:

Our kindergarten students (students who were in kindergarten in 2018-2019) will stay on campus and participate in the preschool activity of the day. Only those students that have completed grades 1-6 will go off campus for activities.

Reading Daily and Academic Review:

We will have a 30-minute "reading time" every day. Students may bring books from home to read during reading time or borrow books from the MCA library. The library books will not leave campus during the summer. There will be contests and prizes!!! There will be a 30-minute academic review book they will work in each day as well.

Toys and Personal Belongings:

It is best not to bring toys to summer camp unless for a specified activity. **The school, preschool, church, or staff of "Summer Sensations" will not be responsible for any lost or broken belongings that your child brings to summer camp.** Special or expensive items should be left at home.

Money at Camp:

Your camp fee provides lunch, a morning snack, and an afternoon snack for your child. There are additional, optional snacks available for purchase in the afternoon only. Here are some guidelines for sending money with your child to camp:

1. Don't send large amounts of money with a child to camp on a regular camp day. Cash can be sent for use at special activities that have items for sale, such as field trips.
2. Children are not allowed to borrow or give money to other students without written parental permission.
3. Please have a specific place such as a coin purse where your child can keep their money or have it turned in to the teacher. She will keep a pouch with a zip-lock bag labeled with your child's name on it in the "Sign-In" book.

Swim Day:

We will have two swim days each week. Please have your child wear their swimsuit under their clothes on swim days. This cuts down on the changing time. Your child will also need to **bring sunscreen** for them to apply before going to the pool. Other things that should be brought on swim days are a change of clothes, a beach towel, and flip-flop style shoes that can be taken off and on easily at the pool. **On days that there is bad weather, please send your child as if they were still going swimming.** On bad weather days, the students may go swimming at the indoor pool in Gallatin. This will not be determined until that day.

Swim Day Dress Code:

A one-piece bathing suit is preferred for girls; however, they may wear two-piece bathing suits as long as they cover the same areas that a regular one-piece bathing suit would cover. No bikini-type bathing suits for boys or girls should be worn. Girls that wear two-piece bathing suits to summer camp will need to wear a t-shirt or tank top over their bathing suits during attendance at summer camp.

Discipline at Summer Camp: In order to have fun and maintain a calm atmosphere during our summer camp program, discipline is necessary.

The basic summer camp rules are as follows:

- (1) Follow directions the first time.
- (2) Wait for your turn to talk when in a group or when instruction is being given.
- (3) Keep hands, feet, and objects to yourself.
- (4) Be kind and use good manners.
- (5) Walk and speak quietly when inside buildings.

Summer camp workers will use the normal, age-appropriate classroom methods of maintaining order with each age group. Some of these methods include time out, laps during sporting activities or free play times, separation of children that are having a conflict, time out with another age group, and time out in the office. If all avenues of classroom discipline have been pursued and the child continues to have trouble with behavior, then the administration will require that a student miss an away activity of the administration's choosing. The student will sit in the office while the other children are at the away activity. If problems with behavior continue after missing an activity, a parent will be required to come to the school office and discipline their child.

Should a student continue to have problems after all avenues of discipline have been used or have severe episodes of behavioral problems will be required to withdraw from the summer camp program. The following are examples (but not all inclusive) of reasons a child would be dismissed from our summer camp:

1. Severe discipline problems that continue after multiple attempts by MCA staff and the parent to help the child improve.
2. A child whose parents are repeatedly unwilling or unable to come to the school to discipline or who does not support the summer camp by disciplining their child when there have been problems at summer camp.
3. A child whose behavior interrupts the summer camp to the point that the group that they are with is no longer able to continue an activity because of their behavior.
4. A child that intentionally and repeatedly harms their classmates or a teacher.
5. Non-payment of the summer camp tuition for an extended period of time.

When making decisions concerning discipline problems, the welfare of all the students and families in our program takes precedence over the needs of one student.

We are looking forward to a great summer, and we hope you are, too. Please sign the emergency form to indicate you have read and agree to support these policies. If you have any questions, please give me a call.

Sincerely,

Mrs. Augustin, 859-1184 ext. 121