



SUMMER CAMP **CAMPUSREC**

2017 CAMPUS RECREATION SUMMER DAY CAMP INFORMATION SHEET

Thank you for enrolling your child in the Campus Recreation Summer Day Camp. We are excited to have your child with us. Listed below are a few general items that will answer some frequently asked questions:

Arrival: Camp drop-off is from **8:00am-9:00am** each day. Please bring your camper to the front of Dillon Gym, where you will have to sign them in with their counselors. You may drive up to the front of Dillon Gym to drop off your camper. You must go to the back gate (off Faculty Road) and tell the attendant where you are going and the reason you need to drive up. They will then allow you to drive up Elm Drive and drop your child off at Dillon Gym. Space is limited in the parking lot during arrival, if you can walk to Dillon Gym from your staff parking lot on campus – please do so. Otherwise, please be aware that there may be a delay with parking in this lot during arrival times.

Departure: Camp pick-up is between **4:00pm-4:45pm** each day. Campers will assemble in front of Dillon Gym, where you will have to sign your camper out. Campers will only be allowed to leave with people that are on the approved list. If your camper is to be picked up by someone other than a name on this list, we must have written consent each time we are allowed to release your camper to another adult. This note must be turned in on the day the camper is allowed to leave with that adult. ***CAMPERS WILL NOT BE ALLOWED TO WALK TO OFFICES OR OTHER AREAS OF TOWN.***

Post Camp Care: This care is available for 30 minutes (4:45pm to 5:15pm) after the official camp day ends and the fee is \$25.00 per week. You must pay for the entire week if you plan on using this option; we will not allow for daily post camp care. If your camper is picked up after 5:15pm; your account will be charged \$5.00 per every 5-minute increment you are late. Account balances must be paid on the Friday prior to each week of camp.

Daily Schedule: Swimming lessons are a part of the Junior Camper's daily schedule. Both Junior and Senior Campers will have a free swim period every afternoon. Various activities will be offered during the week and each camper will complete one craft project per week. We will also have one field trip/special event per week as well. Schedules for the week will be provided at drop-off/pick-up tables, and on our website at <http://campusrec.princeton.edu/summer-day-camp>.

Lunches and Snacks: Please don't let your camper leave home without lunch and a beverage. We ask that you please do not send money with your camper to buy a beverage on campus as we cannot escort the campers to stores or vending machines. Friday is FREE PIZZA LUNCH and ICE CREAM!! Therefore, a bag lunch will not be needed on those days, unless your camper does not eat pizza. The camp will provide snacks and a drink each afternoon.

Camp Dress: Shorts, t-shirts and sneakers are appropriate. Campers will need bathing suits and towels each day. We also recommend you provide sunscreen on days when the camp is traveling. On cool days, please provide your camper with a light jacket or sweater. Please make sure your child has a pair of sneakers with them. Crocs and sandals will not be permitted to be worn during most activities; therefore we ask that you make sure your child always has a pair of sneakers with them at camp.

T-shirts/Bags: Camp t-shirts and bags will be distributed on the first day of camp. Please wear this shirt on field trip days. A second shirt may be purchased for an additional \$10.00 fee. Additional bags **cannot** be purchased.

Permission to Participate: Parents/Guardians grant campers permission to participate in all camp activities (unless otherwise previously noted) and agree to allow Campus Recreation Camp to take campers on excursions and special outings outside of the camp.

Medication Administration: Prescription medication shall be administered only after receipt of **written** authorization from the child's parent/guardian. All medication shall be labeled and stored in the original prescription container and in accordance with manufacturers' instructions. All medications shall be stored in a secure area that is inaccessible to the campers. All medications should be given to the head counselor or health director with its directions for administration. Medication will be administered by our Health Director on site.

Health Director: There will be a Health Director on site at all times at Dillon Gym during camp hours. The Health Director will be one of the following: a physician licensed to practice medicine or osteopathy in New Jersey; a registered nurse or licensed practical nurse licensed by the State Board of Nursing; certified as a paramedic or emergency medical technician or first responder/CIM accredited by the Department or by the American Red Cross in their First Responder-level training; or an athletic trainer certified by the National Athletic Trainers' Association Board of Certification (NATABOC), with the appropriate level of training provided by the National Safety Council, or an equivalent certification approved by the Department.

Payments:

1. At the time of registration, \$100/week registered is due.
2. Final payments for all weeks of camp are due on **May 31, 2017** at 4:30pm. Any payment not received by this date will incur a \$100.00 late fee.
3. If after **June 5, 2017** at 4:30pm, there are any outstanding fees not paid, the camper will be dropped from the camp, the entire deposit will be lost and spaces will be offered to names on the waiting list. At this time campers will have to re-register and pay the full amount for weeks they are requesting if space is still available.
4. Please make all checks payable to: **Princeton University**.

Cancellation and Refund Policy

1. Prior to May 31, 2017, switching or canceling any weeks will result in the loss of a \$100.00 non-refundable deposit per week.
2. Any cancellations after May 31, 2017 will result in the loss of 50% of total payment.
3. All cancellations and change requests must be in writing to jessward@princeton.edu with a minimum of 2 weeks prior to the dates affected for approval. Beyond this time period, no refunds will be given.
4. Refunds will not be given for absences.
5. Please be aware we are not affiliated with any other Princeton University camps, therefore our refund cancellations policies are specifically enforced for the Campus Recreation Summer Day Camp Programs only.

Important Contact Information:

Camp Director
Michael Mix
609-258-0880
mmix@princeton.edu

Interim Director of Campus Recreation
Jessica Ward
609-258-0880
jessward@princeton.edu

Business Manager
Brian Monsen
609-258-8549
bmonsens@princeton.edu

Assistant Camp Director
Kara Nitti
609-258-2634
knitti@princeton.edu

Dillon Front Desk
609-258-1647
Public Safety
609-258-3333



SUMMER CAMP CAMPUSREC

Princeton University Summer Day Camp Code of Conduct Guidelines

The Princeton University Summer Day Camp staff is looking forward to providing your child with a fun, memorable and safe summer camp experience. Each camper has a responsibility to act in a way that assures a positive experience for all. All campers are required to follow these guidelines.

Behavior guidelines:

- Campers shall be responsible for their words and actions.
- Campers shall be respectful of others.
- Campers shall follow directions from staff members.
- Campers shall leave all electronic devices at home such as iPods, hand held computer games, MP3 players, and cell phones. (A parent/guardian must seek permission from the camp director in order for the camper to be able to carry a cell phone for emergencies).

Prohibited behaviors:

- Endangering the health and safety of themselves, other campers, and/or staff or volunteers.
- Stealing, damaging, or failing to care for University or personal property.
- Continual disruption of the program.
- Refusal to follow the behavior guidelines.
- Inappropriate physical contact.
- Using profanity or inappropriate language or displaying clothing or other personal items with offensive content.
- Bullying or acts of aggression or violence.
- Possession or use of illegal substances, tobacco, or alcohol.
- Possession of weapons – any object that may cause harm to another, or place another person in fear of his/her safety, may be considered a weapon.

When a camper doesn't follow the behavior guidelines, we will take the following steps:

- Counselor will redirect the camper to a more appropriate behavior.
- The camper will be reminded of the behavior guidelines.
- If the behavior persists, staff will discuss the problem with a parent/guardian.
- The staff will document the situation. The written documents will include what the behavior problem is, what provoked the problem, and the corrective action taken.
- If the problem persists to the point where a second phone call becomes necessary, the Camp Director may find it necessary to have the camper picked up early from camp.
- If a camper's behavior at any time threatens the immediate safety of him/her, other campers, or staff, the parent/guardian will be notified and expected to pick-up the child immediately

I have read, understand and accept the above Code of Conduct and will make sure that my child reads, understands and accepts the above Code of Conduct. I understand that failure by my child(ren) to comply with the Code of Conduct may result in their removal from the program and/or additional fees and that I may be asked to pick up my child(ren) from campus. I understand that if my child is asked to leave the program, I will receive no refund.

Camper Name: _____ **Camper's Fall 2017 Grade:** _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ **Date:** _____



PRINCETON
SPORTS CAMPS



2017 PARENTAL RELEASE FORM

I, _____, am the legal parent/guardian of _____
(Parent/Guardian Name) (Camper Name)

and give permission for the camper to attend and participate in the Princeton University _____
(Camp Name)

which will be held on ____/____/2017 to ____/____/2017.

On behalf of the camper, the camper’s parents and/or legal guardian, I hereby:

1. agree to assume all risk of personal injury and property loss arising from participation in any camp athletic and recreational activities;
2. agree to hold harmless the camp staff, The Trustees of Princeton University, its trustees, officers employees, agents, representatives responsible for any injury or property loss sustained during participation in any camp athletic and recreational activities;
3. grant permission to the camp staff or medical personnel to render, or engage medical personnel to render, preventative, first aid and/or emergency treatment that they deem necessary to the camper’s health and well-being. I understand that reasonable effort will be made to contact me, or the emergency contacts listed below, prior to such action and any expenses incurred are at my expense;
4. agree to accept any decisions made by the camp staff in the termination of camp attendance;
5. grant The Trustees of Princeton University, its trustees, officers, agents, representatives, employees and students permission to videotape, photograph or otherwise record the camper and to use such recordings and biographical data in any media, on a perpetual basis, for all purposes consistent with Princeton University’s mission.

In consideration for permission for the camper to participate in the camp, on behalf of the camper, the camper’s parents and/or legal guardian, I release The Trustees of Princeton University, its trustees, officers, agents, representatives, employees and students from any and all claims which the camper, the camper’s parents and/or legal guardian, may have as a result or personal injury or property loss arising out of, or connected in any way with, their participation in any camp athletic and recreational activities.

Parent/Guardian Signature: _____ Date: ____/____/____

Parent/Guardian Name: _____

1st Emergency Contact Name: _____ Phone #: _____ - _____ - _____

2nd Emergency Contact Name: _____ Phone #: _____ - _____ - _____

BRING TO CHECK-IN. DO NOT MAIL OR FAX.
This form is required for each camp you are attending. If you are attending multiple camps, please make enough copies to hand one in at each camp check-in.

