

WELLSPRING SUMMER DAY CAMP POLICIES
PLEASE RETAIN THIS SHEET FOR YOUR RECORDS.

Registration

When you turn in a completed registration, we will give you the Parent Orientation letter and bus stop/site information. This means that your child is registered for camp. If you turn in a form that is not filled out completely and/or signed, then your child will not be registered until you have completed the form. If you do not come in to complete the form, then your child may be placed on the waiting list. We will not hold a spot for your child.

Attendance

If your child is going to miss a day due to illness, vacation, etc., you do not need to call the office. We do not give your child's spot away if he/she misses a day at camp.

Waiting List

If you are told that your child is on the waiting list, then he/she may not attend until you receive a call from the youth department notifying you that your child may begin attending.

Arrival and Dismissal

Program begins at 9:00. You can drop children off between 8:30 and 9:00. **Do not drop children off after 9:00.** Beginning on June 11th, we will have a "3 Strike" policy. If you drop your child off late 3 times, then he/she will not be allowed to stay for that program day. The coordinators for each group will be responsible for keeping track of tardiness. You will be informed at the time of the late drop off that you have received a "strike".

Program ends at 1:30. If you pick your child up, you may pick them up after 1:15 at their site/church. You should pick them up in the same spot where you drop them off in the morning.

Children must check out with their age group coordinator before leaving the site.

Children left at their site/church or bus stops after 2:00 will be brought back to Wellspring Interfaith Social Services (1316 Broadway). We will try to reach you to make other arrangements before transporting your child to Wellspring. If you are late picking up your child 3 times, then he/she will not be able to attend our program. This includes pick up at the sites and the bus stops. You will be informed at the time of the late pick up that you have received a "strike".

Transportation/Field Trips

Limited, free transportation is provided at six bus stops and by Wellspring. Camp staff reserve the right to refuse transportation to any camper because of behavioral issues or if parents/guardians are habitually late picking their child up from the stop. **All changes to transportation must be made before 12:00 each day.**

Only the parents/guardians and the 2 other individuals listed on the "TRANSPORTATION" section of the registration form will be allowed to pick up your child from the site or the bus stop.

Communication

Campers are not permitted to use cell phones at camp. Thus all communication is coordinated through the youth department office. If you need to contact your camper or a staff member please call 260-422-6618 x109.

WELLSPRING SUMMER DAY CAMP POLICIES (Continued)

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Dress Code

Campers should wear comfortable clothes that will allow them free range of motion to participate in recreational and athletic activities. Clothes may get soiled with dirt, grass, paint, glue, etc. Unacceptable Attire: **revealing clothing**, apparel that displays/promotes drugs, alcohol, tobacco, or gang references and excessively loose or baggy pants. If your child comes to program in “unacceptable attire” then you will be responsible for providing him/her with a change of clothing or picking him/her up from program.

Children need to wear their Wellspring tee shirts on their trip day. Tee shirts will be passed out beginning the end of the 1st week.

Change in Personal Information

Please notify the office, 422-6618, ext. 109, if you have changes in any of the information (phone numbers, emergency contacts, etc.) listed on your child’s registration form.

Behavioral/Medical Issues

The camp staff reserves the right to send any child home that is ill or has disruptive, unsafe, destructive or abusive behavior. If your child has a medical condition that is contagious then we may require a doctor’s note before he/she is allowed to attend the day camp.

Sending a child home or removing a child from the camp permanently, for any reason, is at the discretion of the coordinator, learning coordinator and program directors. **We do not have the capacity for one-on-one supervision, so if you have a child that requires this kind of supervision, our camp may not be the best program for him/her.**

We do allow therapists, counselors, caseworkers, etc. to attend with children as long as we are informed prior to his/her attendance and he/she must be wearing their credentials.

No Personal Items/Electronic Devices

Campers are **NOT** permitted to bring any personal items from home. This often increases the likelihood of them getting lost, stolen or damaged. In addition, campers shall not borrow, lend or trade items while at camp. **Cell phones are NOT permitted to be used at camp. The camp staff reserves the right to confiscate any and all personal items as issues arise. Confiscated items will be returned to the parent at the end of the day. Wellspring Interfaith Social Services is NOT responsible for any personal items that may have been lost, stolen, damaged or gone missing during the program.**

Summer Lunch Program

During the summer free lunch is provided by FWCS. Lunch is served at the sites to anyone under the age of 18. The lunches must be eaten at the site. Wellspring Interfaith Social Services is not responsible for the menu. You can access the menu at **foodservice.fwcs.k12.in.us**. If your child has any dietary restrictions, please notify the youth department at Wellspring. **We will not provide special lunches for children with allergies or other restrictions.**

Photography Waiver

I permit Wellspring Interfaith Social Services to use and publish photographs and/or videotapes of me and /or my children for purposes of promoting the Wellspring Summer Day Camp.

WELLSPRING SUMMER DAY CAMP PROGRAM GOALS
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- Children participate in approximately 5-6 hours of summer learning activities each week.
- Children are supported by caring staff.
- The program provides a safe environment for all activities.
- Staff members act as positive role models encouraging children to follow their examples and have good behavior.
- Children participate in weekly art, dance, music and yoga.
- Staff members encourage children to do well in summer learning activities.
- The diversity of participants helps children to be comfortable being with people of different racial, ethnic and cultural backgrounds.
- Children are encouraged to solve problems without hitting, throwing a tantrum or using hurtful language.
- Children are encouraged to like themselves and feel that other people value them.
- The program provides materials and opportunities for parents to be involved and be informed of daily activities.