

# Kid's Summer Sports Camp



## Parent Handbook

Revised 03/2019

## Kid's Sports Camp Parent Manual

Dear Parents and Campers,

Welcome to our 2019 Kid's Summer Sports Camp. We are so glad you have decided to join us at Camp. The Utah Olympic Oval and Kearns Oquirrh Park Fitness Center are committed to ensuring that your child's time here is safe, fun, and filled with memories and friendships. This program is intended for campers ages 5-12 or Kindergarten through 6<sup>th</sup> grades.

Please take a moment to read this handbook over with your child. It provides important information about our program, policies and procedures, and basic information about what to bring and which phone numbers to call.

KOPFC and The Oval would like to remind you that KOPFC and The Oval are not licensed daycare facilities

### **Kid's Camp Contact Information**

#### Kearns Oquirrh Park Fitness Center

Between 8:45-12:00 PM

Jacque Wardle

KOPFC Recreation Manager

[jwardle@kopfc.com](mailto:jwardle@kopfc.com)

Direct Line 801-545-4108

Front Desk 801-966-5555

#### The Olympic Oval

Between 12:00-3:00 PM

Kelly Cassity

UDO Learn to Skate Director

[kcassity@uolf.org](mailto:kcassity@uolf.org)

Direct Line 801-963-7119

Front Desk 801-968-6825

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## Section 1: Program Details

### 1. Days & Times Offered

Kid's Camp is held Monday's through Friday's beginning Monday, June 3rd until Friday, August 16th, 2019. There will be NO camp held on Tuesday, July 4<sup>th</sup> or Wednesday, July 24<sup>th</sup>. On July 5<sup>th</sup> there will only be ½ day at KOPFC, NO OVAL on that day.

### 2. Daily Activities

Activities can include but are not limited to soccer, dodgeball, kickball, crafts, ice skating, curling and swimming. Monthly schedules will be available at both facilities or online at [www.kopfc.com](http://www.kopfc.com). Please note that the monthly schedules are subject to change without notice.

### 3. Age Requirement

The ages for children in Kid's Camp are 5 turning 6 up to 12 years old. These are children that are in Kindergarten through 6<sup>th</sup> grade. The games and activities are geared towards children who function well with other children in those age ranges. NO 4 YEAR OLDS WILL BE ALLOWED FOR ANY REASON.

### 4. Staffing

Counselors are the key to a great day at camp. Therefore, we look for the very best when we hire. Characteristics we look for in Kid's Camp Counselors are:

\*Good role model

\*Outgoing personality

\*Leadership abilities

\*High moral values

\*Experience working with children

\*Desire to work with children

## Section 2: Times, Fees & Discounts, Registration

### 1. Times

We offer 3 different options for Camp.

½ Day KOPFC 9:00 AM-12:00 PM

½ Day Oval 12:00 PM-3:00 PM

Full Day 9:00 AM-3:00 PM

### 2. Fees & Discounts

We offer 2 payment options, monthly and full summer. For those that are members of KOPFC, a 10% discount off the general fee will be offered. For those with additional children in their immediate family, we will be offering a 15% discount. **Only 1-15% discount for an additional child will be allowed per one immediate family member registered.**

**Daily Rate** will be available ONLY if there are spots open for that day. Daily spots will be made available at 9:15 AM

#### Daily Rates:

½ Day Member \$6.50

½ Day General \$7.50

Full Day Member \$13

Full Day General \$15

### 3. Registration

All registration must be done at [www.kopfc.com](http://www.kopfc.com). Click on blue "Register Here" button on front page. Once at registration page, click on red "Register Here" button that is located on the left side. Locate Kid's Camp on the left

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side. No monthly or full summer registrations will be taken at the front desk at KOPFC or at The Oval. Daily registrations will be taken at KOPFC's front desk at.

## Fees & Discounts Continued

<b><u>Monthly ½ Day</u></b>	
<b><u>10% Member discount only</u></b>	
<b><u>offered for the 9:00 AM-12:00 PM</u></b>	
KOPFC Member	\$92.00
Add'l Child Member	\$79.00
<b>Limit 1 Add'l Child</b>	
General Patron	\$103.00
Add'l Child General	\$87.00
<b>Limit 1 Add'l Child</b>	
<b><u>Monthly Full Day</u></b>	
KOPFC Member	\$185.00
Add'l Child Member	\$157.00
<b>Limit 1 Add'l Child</b>	
General Patron	\$205.00
Add'l Child General	\$174.00
<b>Limit 1 Add'l Child</b>	

<b><u>Full Summer ½ Day</u></b>	
<b><u>10% Member discount only</u></b>	
<b><u>offered to 9:00-12:00 PM</u></b>	
KOPFC Member	\$233.00
Add'l Child Member	\$199.00
<b>Limit 1 Add'l Child</b>	
General Patron	\$248.00
Add'l Child General	\$199.00
<b>Limit 1 Add'l Child</b>	
<b><u>Full Summer Full Day</u></b>	
KOPFC Member	\$450.00
Add'l Child Member	\$378.00
<b>Limit 1 Add'l Child</b>	
General Patron	\$498.00
Add'l Child General	\$423.00
<b>Limit 1 Add'l Child</b>	

## Fees & Discounts Continued

### 4. Refund/Withdrawal Policy

All refunds processed at the request of the patron or for circumstances beyond our control will be assessed a \$5 administration fee. Refunds will be issued within thirty (30) days upon discussion and approval. Refunds or Credits will be offered up to the first day of program.

## Section 3: Daily Operations & Lunch

### 1. Check- In

Each child will be given a KOPFC card. If your child doesn't already have a card, a new card will be issued on their first day of Camp. Those that have been issued a card from the previous year will continue to use the same card. This card must be present to check your child in each day.

### 2. Drop Off, & Sign-In Policy

Each child MUST be signed in with a parent/guardian at the time of drop-off each day. If you are unable to drop off your child in person, AND your child is 9 years old or older, you will need to speak to Jacque Wardle. You can call her at 801-545-4108. Children are not the responsibility of Kid's Camp staff until they are officially signed in.

### 3. Early & Late Drop-off

We will begin sign-ins at 8:45 AM! Please do not drop your child off prior to this time as the Counselors will be busy setting up for the day. We will allow late drop-offs only until 9:15 AM. At that time all open spaces will be

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filled with Daily Drop-ins. Please do not drop your child off at the park if they are coming for second half or Camp. They must be signed-in at KOPFC with The Oval's Kid's Camp Counselors.

## 4. Pick-Up

The Kid's Camp staff's #1 priority is to keep your child safe. For this reason, anyone picking up your child/children must be listed on the sign-in sheet. A valid ID will be required for each person picking up your child that is not their parent or guardian. Please make sure anyone picking up your child is made aware of this policy.

- a. **KOPFC morning pick-up @12 pm in KOPFC lobby**
- b. **Oval pick-up @3 PM at the south entrance of The Oval**

## 5. Late Pick-Up

Pick up is promptly at 3:00 PM. Please be aware of this policy so that our staff can get on with the rest of their day.

## 6. Lunch

Lunch will be offered through the Free Lunch program, provided by Granite School District in the park west of KOPFC. Lunch will be available through Kid's Camp for those participating in ½ Day Oval or Full Day. If your child has allergies or doesn't want the Free Lunch, please provide your child with a sack lunch. **The last week of Camp, August 12<sup>th</sup>-16<sup>th</sup>, Free Lunch will not be available. Please make sure to send a sack lunch for that week.**

## Section 4: Dress Code & Personal Items

### 1. Dress Code

Kid's Camp is a very active program with games being played outside, in the gym, at the track or ice. Each of our facilities will require different attire. Please refer to the list below of attire your child will need for each facility.

#### **KOPFC 9:00 AM-12:00 PM**

- |                                     |                       |
|-------------------------------------|-----------------------|
| *Tennis Shoes (do not wear sandals) | *Shorts or long pants |
| *Age appropriate swimming Suit      | *Towel                |

#### **Oval 12:00 PM-3:00 PM**

- |                                     |         |
|-------------------------------------|---------|
| *Jacket                             | *Gloves |
| *Long pants                         | *Socks  |
| *Tennis Shoes (do not wear sandals) |         |

### 2. Personal Items

No personal items of any kind will be allowed during Kid's Camp. Things not allowed during Kid's Camp include, but are not limited to the following:

- \* Electronics of any kind (cell phones, video games, or music players)
- \*Blankets
- \*Toys of any kind
- \*Money
- \*Weapons

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## ***Section 5: Camp & Swimming Pool Rules & Disciplinary Action***

### **1. Camp Rules**

- \* Listen and follow directions given by Kid's Camp staff the first time
- \* Ask permission to go to the bathroom or get a drink
- \* Always bring a buddy and a counselor when using the bathroom and getting a drink
- \* Be polite and courteous to others
- \* No running or yelling in the building
- \* Raise your hand if you have a question
- \* Be respectful of everyone
- \* No foul or rude language
- \* No arguing
- \* No negative comments or attitudes toward anyone at camp
- \* Keep your hands to yourself
- \* No Bullying or gossiping

### **2. Swimming Pool & Locker Room Rules**

If your child will need a life jacket during swimming, please make sure to indicate this on the sign-in sheet. If a life jacket has been indicated for your child, your child must wear a life jacket. Swimming is a fun part of summer camp. Please make sure that your child always comes with or is wearing a swimming suit under their clothes.

KOPFC's Family Locker Room has single stall changing rooms only. Children that will be attending the second half of Kid's Camp will need to change out of their wet suits. They will be changing by themselves in the changing stalls. If you would like your child to change with their sibling or another family member, you will need to indicate this on the sign-in sheet.

### **3. Disciplinary Action Steps**

These are the steps that our counselors will follow if there is any inappropriate behavior.

- a. Verbal Warning-Give verbal warning to child to change or stop behavior
- b. Time-Out-Give time-out at 1 minute for each year of age. At end of time-out counselor and child will discuss how child can change and be responsible for their behavior.
- c. Parent Involvement-If unacceptable behavior still continues, parent or guardian will be notified immediately.
- d. Suspension-If unacceptable behavior continues after steps 1-3 have been followed, child will be suspended for 1-2 days
- e. Termination-After returning to camp from suspension and unacceptable behavior returns, child will be expelled from Kid's Camp for the remainder of the season and possibly will not be able to return the following year.

**Discipline related absences are not eligible for refunds!**

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## ***Section 6: Communication & Medical Concerns***

### **1. Who to call?**

KOPFC and The Oval work together to create a day of fun for your child. We are two businesses that work separately. Due to this, before calling with any discussion items, you will need to determine which business to contact. If you are calling with an issue that occurred between 9:00 AM-12:00 PM, to contact your child, or payment concerns, contact Jacque at 801-545-4108 or the KOPFC Front Desk at 801-966-5555. If you are calling regarding issues that occurred between 12:00-3:00 PM or to contact your child, contact Kelly at 801-963-7119

### **2. Illness or Emergency at Camp**

If your child becomes ill or an emergency occurs while participating at camp; we will separate your child from the other children immediately, perform needed care and then contact the parent or guardian. Please make sure you are available to be reached at the phone number(s) you have given us when you signed your child in.