



Welcome to St. Michael's Summer Camp 2019

It is hard to believe that the camp season is about to begin! Whether you are a returning family, a St. Michael's family or new to our camp, I wanted to take this time to officially welcome you!

Hopefully, this will answer any questions that you may have. If not, the best way to reach me is via email at: summerprograms@smcds.org. I can also be reached during camp hours at 401.849.5970 x 393.

Following are some guidelines to help make camp a safe, memorable and fun experience for everyone!

1. This camp has a **NO-NUT** policy which we strictly adhere to.

- a. **Payment:** If you have already submitted payment, Thank you. If not, the full balance is due upon receipt of this email. Simply log onto your account at: <https://smcdscamps.campbrainregistration.com>
- b. Checks may also be mailed to my attention at:

St. Micheal's Summer Camp (SASM)
St. Micheal's Country Day School
180 Rhode Island Ave.
Newport, RI 02842
Attn: Nicole Nicoletta
*Please make checks payable to "SASM"

2. **Medical Forms:** Thank you - if you have already submitted the **Camp Medical Form** (NOT Immunization form) and acknowledged that the **Immunizations are up to date on the waiver**. If you have not submitted both items, please do so **ASAP** to ensure participation in camp. Please note that in the case of severe allergies: an Emergency Action Plan is required from your doctor. If needed, these forms may be requested by emailing me.

3. **Allergies/Medication:** The Counselors will be Informed any allergies in their groups each week. This will also be noted on the Sign-in/Sign out sheet.

If your camper requires Medication:

*please send me an email reminder the week before your child's camp to go over the procedures/recommendations
-all medicine must be labeled and given to the director/assistant director along with the Emergency Action Plan.

4. Sign in/Sign out procedure:

It is imperative to sign your camper in and out each day.

If anyone other than a parent will be picking up your camper, a note must be given to his/her counselor. They will also be required to present a photo I.D.

5. Sun Care: Each morning your child should arrive with sunblock already applied.

Morning Adventurers should arrive wearing their bathing suits as well. Campers are also asked to bring in labeled sunblock. Our counselors will help them to reapply as needed after pool time.

6. Label, label, label: It is very helpful if all of your child's belongings are labeled including lunch boxes, towels, bags, sun block, extra clothing, etc...

7. What to pack: (each camper will have their own cubby)

- NUT FREE: lunch and snack (preferably in separate bags for Morning Adventurers),
- swimsuit and towel
- flip flops or shoes that are easy to get in and out of and sneakers for the playground
- bag containing an extra set of dry clothing including socks

What not to pack:

- Nuts

- It is not necessary to bring your own pool flotation devices, as these will be provided (and mandatory) for the 3 year old's. Of course, they are welcome to bring their own if wanted -provided that they are labeled.

9. Pool Time (approximate):

Morning Adventurers Pool Time (30 minutes daily- weather permitting)

3's- 10:30m

4's- 10am

5's - 9:30am

Junior Adventurers Pool Time : 11:30am - 12pm

Sports Pool Time: 11am - 11:30am

Enrichment Pool Time: 1pm-1:45 pm

Full Day Swimmers- 2pm - 2:45pm

10: **Drop Off/Pick UP Procedures:**

All Campers will enter and exit through the Rhode Island Avenue entrance.

Doors will open at 9am- as the counselors will already be inside preparing for the day. Please check in at the registration table on MONDAY morning only. Then sign your child into his/her camp.

Morning Adventurer Separation Challenges: It is a common occurrence for campers of this age to exhibit some apprehension at the initial drop off- particularly the first week of camp. Rest assured, that our counselors are equipped to help ease this situation by providing a safe and nurturing environment that they can truly feel a part of. In order to assist with this transition, we suggest making your goodbye's as short and sweet as possible. Believe it or not, any tears or discomfort displayed usually dissipates a few seconds or minutes after the caregivers departure. Before you know it, they will be on their way to enjoying a wonderful summer without looking back!

11. **Pick up Procedures:**

(your promptness is greatly appreciated as many of our counselors leave to go directly to a second place of employment)

Morning Adventurers- pick up in the same classroom that you drop off at in the morning at 1pm.

Extended care for 4 and 5 year olds ONLY- Due to frequent requests, we have added an after care option for children aged 4-5 enrolled in the Morning Adventure program. This runs from 1pm to 2:45pm and is billed on an hourly basis at \$12/hr.

Junior Adventurers, Sports, Enrichment/Art Camp Pick Up Times:

Half Day- promptly at 1pm in classroom

Free Swim- promptly at 1:45 pm in the library

Full Day- promptly at 2:45pm in the library

12: **Signing up for Additional Camps and Extended care**

If you decide to sign your camper up for an additional camp(s), please do so no later than **the Wednesday before** (this cut-off is necessary to ensure proper staffing is in place)

13. **Cancellation and Sick Policy:** Camps cancelled with less than ten days notice will be reimbursed, minus a \$50 cancellation fee per camp, per camper. Thereafter a 50% fee will be incurred. Once Camp has started, no reimbursement will be issued. If a child misses a day of camp due to illness or for any other reason we are unable to offer a make-up day.

Please keep this for your records as I am sure it will come in handy throughout the summer! Take Care and I look forward to seeing you all very soon.

Sincerely, Nicole Nicoletta summerprograms@smcde.org