

KILLEARN KIDS C A M P S

Killearn United Methodist Church Children's Camp Parent Handbook

Welcome

We would like to take a moment to welcome you to Killearn United Methodist Church Children's Camp. The following information should serve as a general outline of what you can expect in our program. We look forward to working with both you and your children and hope that our time together will be filled with fun, adventure and a deeper understanding of God.

Philosophy

We believe that the Killearn United Methodist Children's Camp (KUMCC) is a ministry that God has graciously allowed our church to sponsor. We believe that it is the goal of the KUMCC to glorify Jesus Christ as we serve the physical and spiritual needs of the children and parents involved in the program. Providing a Christian environment for children is a privilege. We pray that God will continue to bless our efforts as we attempt to make a difference in children's lives.

KUMCC Goals

1. To provide an opportunity for boys and girls to enjoy fun and friendship, and to develop constructive social relationships in a positive atmosphere under Christian guidance.
2. To encourage the application of each child's spiritual and moral teachings while providing an environment conducive to spiritual and moral growth.
3. To provide the children with a high-quality program of spiritual, recreational, educational, and social activities led by a staff committed to providing Christian guidance for them.
4. To provide an atmosphere that is in keeping with Christian principles, through the staff's actions, words, and style of guidance.

GENERAL INFORMATION

Please read the following information very carefully. We hope that these guidelines will foster clear and open communication between the KUMC staff and you, the parent.

Hours of Operation

We are open from 7:30am-6:00pm for All Day Recreation and Summer Day Camp. Our After-School office opens at 1pm and we close at 6pm. We ask that you promptly pick your child up **no later than** 6:00 p.m. Parents arriving after 6:05 will be charged a \$10 late fee. An additional \$5 will be assessed for every 5 minutes thereafter. **THIS FEE WILL BE EXPECTED AT THE TIME OF PICKUP.**

Contact Information

Phone Number: 850-508-1777 / E-mail: camp@kumconline.org

Website: www.kumconline.org

Health Information

Children are not allowed to attend camp while exhibiting signs of being sick. Symptoms include, but are not limited to: fever of 100.1 degrees Fahrenheit or higher, dry cough, shortness of breath, chills, pink eye, lice, loss of taste or smell, sore throat, and muscle aches.

If a child becomes sick while at camp, the child will be separated from the class. A parent will be notified and the child must be picked up within 30 minutes of the call. Any child with a fever must remain home until they are fever-free without medication for 72 hours.

Due to Covid-19, we are also asking that parents remain in their vehicles for pickup and call 850-508-1777 to speak with a staff member.

Also, childcare regulations ask us to notify you that smoking: including cigarettes, e-cigarettes, and vaping is prohibited on the premises of the child care facility.

Drop-Off/Pick-up Procedures:

Drop off procedures for Summer Day Camp and All Day Recreation:

1. Between the hours of 7:30 a.m. and 8:45 a.m. please enter the church grounds from **Shamrock Street West**. Your children may be dropped off at the back of the two-story building. A staff member will be present to help your child from the car and direct them to their appropriate group.
2. After 8:45 a.m. parents must park and walk their child to their group.

Never drop your child off and assume they will find their group.

Pick up procedures:

1. **As of 8/31/20 pickup has temporary changed. As of this moment due to the virus, we are asking all parents to stay in their vehicles. Pickup will be at the front of the building at the end of the covered walkway. We will meet you there and bring your child to the vehicle. Please note that if you do not see a staff member, please stay in your vehicle and call 850-508-1777 and we will get your child. Please make sure you have an ID with you and that the person picking up is on the authorized list that you submitted at registration.**
2. Between the hours of 4:45 p.m. and 6:00 p.m. children may be picked up at the same location as drop-off. You may remain in your car and a staff member will call for your child over the radio. We appreciate your patience, as it may take a few moments for your child to gather their belongings and travel down to your car.
3. If you will be unable to pick up your child, please call the Children's Camp office at 850-508-1777 and let us know who will be coming in your place. They will be required to produce picture identification to protect the safety of your child.
4. If someone who is not on your authorized pick-up list will be taking your child home, you will need to send a note with the name of the person and the date they will pick up your child. Please be sure to sign the note as well.
 - Do not send the note with the pick-up person.
 - You may also e-mail the information to us:
E-mail: camp@kumconline.org

After School Camp (ASC) Information

Ages

Kindergarten – 5th Grade

Registration

Registration begins the last Monday in April for returning KUMC campers and KUMC members. Open enrollment begins on the first Monday in May.

To register your children please visit our website at www.kumconline.org

Registration Fees

ASC supply fee is \$50 per child, and a maximum of \$100 a family. The supply fee is NON-REFUNDABLE.

**Note: ASC and Summer Day Camp (SDC) have separate supply fees.*

2020-2021 Fee Payment

The monthly ASC rate is based on the 180 day calendar year and includes the early release days. It is not figured monthly. After School Camp fees are due every 18 school days. Please see the after school calendar online for the exact due dates. A \$10 late fee will be assessed 5 days after the due date each month. Children must be registered on a payment cycle basis. **Note:* Since we do not provide the transportation from Gilchrist, tuition for those families will be \$10.00 less on each due date.

You may pay your tuition online on the ProCare website [here](#). After your information is entered into our system, you will be able to create your profile on ProCare using your email to make payments. **Our preferred method is for you to pay online.** You can also give your tuition check to a staff member at pick-up. Please make your checks payable to KUMC and **include your child's full name** on each check that is turned in to us.

\$175 - Full time per month per child (4-5 days each week)

\$140 - Each additional child in same family

\$35 - All Day Recreation (enrolled in ASC) \$30 for each sibling

\$40 - All Day Recreation (not enrolled in ASC) \$35 for each sibling

Attendance

Please call or e-mail us by 1pm if your child will not be attending our program.

850-508-1777 – camp@kumconline.org

Schools Included in After School Camp

We offer transportation from: Desoto Trail Elementary, Roberts Elementary, Killearn Lakes Elementary, & Hawks Rise Elementary. Gilchrist Elementary provides public transportation to the KUMC campus.

Hours

Our ASC office opens at 1:00 PM and we close at 6:00 PM. An extended program will be provided from 7:30 AM until 6:00 PM on most Teacher Planning Days.

SUMMER DAY CAMP INFORMATION



Registration

Early Registration begins the first Monday in March for those committing to 4 weeks or more. Open enrollment begins the last Monday of March.

To register your children please visit our website at www.kumconline.org

SDC Fees

Weekly tuition is due **the first day of the week** and is considered late after the first day of camp. You may pay your tuition online on the ProCare website [here](#). After your information is entered into our system, you will be able to create your profile on ProCare using your email to make payments. **Our preferred method is for you to pay online.** You can also give your tuition check to a staff member at pick-up. Please make your checks payable to KUMC and **include your child's full name** on each check that is turned in to us.

2019 Camp Fees

\$50.00* - Supply fee per child (non-refundable), and \$100 max per family.

\$150.00 per child, per week

\$115.00 per week for each sibling in the same week

Hours

Summer Day Camp opens at 7:30 AM (if there is no one present from the Camp Staff to monitor your child, please do not leave your child unattended). SDC closes at 6:00 PM.

Lunch/Snack

Your child will need to bring a lunch each day. A sack lunch is preferred, but lunch boxes are acceptable. You may also send your child with an afternoon snack as well, though we will be providing a pre-packaged snack in order to avoid any possible exposure.

Field Trips

Our first through sixth graders enjoy up to two field trips a week. We go to various kid friendly destinations in the Tallahassee area, and a swimming outing as well. Certified lifeguards are always close at hand to keep an eye on your children. Your children will also get to enjoy special events on our campus such as waterslides, assemblies and more. Our kindergartners follow a typical preschool schedule with more time in the classroom for centers, they go on one field trip and have water play on campus once a week.

Campus Activities

While on campus your children will attend various rooms such as: Game Room (basketball, air hockey, ping pong, etc.), Video Game Room, Outdoor Games, Room Time (class

games, crafts, projects, etc.), and Reading Time. For more information about these activities you can check out our website.

Disciplinary Procedures

We expect the children to be well behaved. They will be expected to follow their Counselor's instructions at all times, to observe the rules for each activity area, and to respect each other and each other's possessions.

Fighting will not be tolerated

Disrespect to adults will not be tolerated

Counselors, when experiencing behavior problems with a child will:

1. Talk with the camper to reach a calm resolution (first time inappropriate behavior occurs)
2. Take away time at a desired activity (second time)
3. Send the child to the Director (third time)

The Director will then, as appropriate:

1. Talk to the camper and/or...
2. Call the parents to let them know there is a problem and seek their help.
3. If the problem continues the Director will first:
 - a. Call the parents to inform them of the situation.
 - b. Then, if the problem persists, we will ask that the child not attend KUMCC for three days.
4. If the problem cannot be corrected, we will ask that the camper be removed from KUMCC.

**THE DIRECTOR MAY SKIP THE ABOVE DISCIPLINARY PROCEDURES IF THE PROBLEM IS SERIOUS ENOUGH TO WARRANT SUCH ACTION. IT MAY BE NECESSARY FOR THE PARENT TO BE CALLED TO PICK-UP THEIR CHILD!*

Special Note: We ask that parents not extend any discipline from home into our program. Our KUMCC promotes disciplinary actions immediately after inappropriate behavior occurs. Our staff will not be held accountable to ensure discipline incurred from home.





Clothing and Personal Belongings

“Do you not know that your own body is a temple of the Holy Spirit, whom you have received from God? You are bought with a price. Therefore honor God with your body.” - 1 Corinthians 6:19-20

- * Camp clothing should be in good taste, and exclude immodest attire, such as clothing that is too tight or too short.
- * Clothing that exposes the torso is not allowed.
- * No rolling down waistbands on gym shorts.
- * Tank tops may be worn but should provide good coverage.
- * Footwear: We strongly encourage your children to wear sneakers and socks every day to camp. Children wearing flip-flops or backless shoes are much more likely to get sprained ankles and scraped knees.
- * Your child MAY bring toys from home, but we **do not** encourage it. Often, they end up misplaced or broken. We are not responsible for any lost toys/games.

- * If you allow your child to bring a cell phone, they will not be permitted to use it. Often, it is difficult for us to regulate the things that they are listening to, watching, or messaging, and we find that the best solution is for children to not bring it at all, or at least always keep it in their backpack.
- * No inappropriate books or those dealing with the occult*
- * Your child MAY bring games from home, such as a DS, Switch, etc., but **do not** encourage it. Often, they end up misplaced or broken. We are not responsible for any lost games. We also will monitor the games that children play, and if they are playing or watching something that we deem not appropriate for camp, we reserve the right to have them put it away, or we may hold onto it until they are picked up that day.

Summer Information

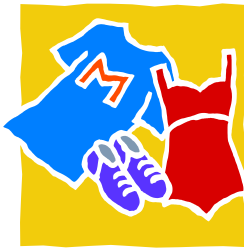
Swimsuits: Girls need to wear modest swimsuits with good coverage. Boys must wear swim trunks. Shorts are not acceptable.

Backpack: You are advised to pack a bag containing a **towel, swimsuit, sunscreen, and an extra t-shirt EVERYDAY!** Our program is filled with water activities, which range from swim days at area pools, to spontaneous water play at camp. Children are allowed to pack flip-flops for swim days, but we ask that they wear their sneakers until we are ready for water play. Also make sure to mark your child's name on all personal items. We also recommend that if you think that your child may have an accident at camp, that you have them pack an extra change of clothes just in case.

Game Players

Children may bring personal game players (DS's, PSP, etc.) to Summer Day Camp and All Day Recreation only (Not at ASC). Children will be allowed to play their games in our video game room or in the classroom with a counselor's permission. The game players will NOT be allowed outside, during chapel, crafts, or field trips. They are not allowed to connect to the church Wi-Fi while at camp. Games must be K (kid) or E (everyone) rated games. **Please take into consideration that we will not be held responsible for lost or stolen games or game players.**

If we find a child not following our protocol we will give them a warning. If we see it happen again, we will take the device away and return it to a parent. Additionally, we reserve the right to change this policy at any time due to problems that might occur.



Lost Items & Medication

Lost and Found

We advise you to label **ALL** of your children's personal belongings. However, if an item should be misplaced, we do have a lost and found, which is located inside next to the stairwell. Please be aware that we cannot be held responsible for any missing items, so do not send your child with anything that cannot be replaced. We give unclaimed items to charity on a regular basis.

Medication

If your child requires medication that must be taken during the camp day, you must fill out the required medication form at our office. All medication must be brought in the **original container** in which it was prescribed and must be kept in the office until time for the child to leave. We **cannot** administer any medication without the completed form and the original container. We **cannot** administer any medication by phone approval. This includes Aspirin, Tylenol, ear/eye drops, or any other over the counter medications.

***Note: Asthma inhalers are medication and subject to all of the above regulations. All of the above are required by the Florida State Law as stated in the Florida Administrative Code, Chapter 65c-22.006.** Please call our office if you have any questions about medication.

Thank you!

On behalf of my staff and myself, I would like to personally thank you for the time you have spent learning about our policies and plans. Our hope is that you will keep this information and refer back if you have any doubts or questions. If you need further information, or simply have a question, feel free to give us a call at **850-508-1777** or e-mail at **camp@kumconline.org**. We look forward to the opportunity God has given us to build meaningful relationships with both you and your children.

In His Name,

Elijah Kostick
Children's Camp Director