

Dear Parents and Campers:

**Welcome to Camp Cummer!** We are very excited that you will be joining us for what is bound to be an engaging, educational, and above all fun experience for all. We feel this can be best facilitated when you are aware of *Camp Code for Kids* (i.e., Rules). Parents, please review these rules with your child.

### **Camp Code for Kids**

- Camp Cummer staff's first priority is to keep you safe. It is important to listen to staff and volunteers at all times and follow their instructions.
- Kindness and courtesy are expected from all campers. Camp Cummer has a zero bullying tolerance. If a child does not show respect for other campers or persists in not following the rules, he or she will not be permitted to return to camp.
- Art Connections is a "hands-on" area; a place where you can touch and explore. The Galleries are "hands-off" areas; in order to preserve the artwork for other people to enjoy it is important to keep your hands to yourself when in the Galleries.
- To preserve the Gardens and for safety, please do not climb on trees, railings, or fountains.
- Materials are important to all artists. Use all materials and equipment in Art Connections and the Studios with care!
- Gum, candy, electronic games, and toys are **not** allowed at camp. The Museum is not liable for any lost or stolen items.
- Dress Code - We want campers to be comfortable but safe during camp.
  - No short shorts or miniskirts.
  - Please wear closed back shoes, **no flip flops**.
  - Jackets and sweaters must be clearly labeled with the child's name.
  - This is art camp so be prepared to get a little messy; dress accordingly.

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### **Information for Parents**

#### **First Day of Camp**

- On the first day of camp, please park in the parking lot across from the Museum on Riverside Avenue and walk your child to the north Education Entrance of the Museum under the gray awning.
- Check in your child at the desk and pick up your **Dashboard Plaque**.
- If you have not already completed the *Camp Permission Form* you will need to do this on the first day, as campers are not allowed to attend camp without these completed forms on file.

## Drop-off/Pick-up Procedures

- For the rest of the week you will drop-off and pick-up your child at this same Education Entrance under the gray awning.
- Please follow the car pool route on the reverse side of the dashboard plaque both morning and afternoon.
- **Drop-off (AM):**
  - Remain in your car while a staff member admits your child into the Museum.
  - Campers will **NOT** be admitted into the Museum before **8:45am**; however, Camp Extended Care is available from 7:30-8:45am for \$25 per week, per child.
- **Pick-up (PM):**
  - Pick-up is promptly at **3:30pm**; however, Camp Extended Care is available from 3:30-5:30pm for \$35 per week, per child. Any camper not picked up by **3:45pm** will accrue the daily afternoon extended care cost of \$7. Any camper not picked up by 5:30pm will accrue an additional late fee.
  - For security reasons, please clearly display the dashboard plaque with your child's name in the window of the vehicle that will be picking up your child. Cars without dashboard plaques will need to present picture ID's and must either be listed on the permission form or have written consent from the child's parent/guardian.
  - If you plan to carpool with other families, please inform staff **in writing** prior to the day of carpool.
  - During extreme rain or any storm with active lighting, staff will hold campers until it is safe to load. You may choose to park and walk up to retrieve your camper during these times.

## Lunch/Snack

- Please **pack a lunch, beverage, and morning snack** with needed eating utensils for your child every day.
- Label the lunch clearly with your child's name.
- Microwaves and refrigerators are not available for campers' use nor may they purchase food from the Cummer Café.

## Discipline

- Camp Cummer staff will treat each child with respect and set clear expectations and boundaries each day. Children are expected to show respect to their peers and staff, as well as treat the facilities and art materials with care.
- For students who experience difficulty with this structure, staff will work with the child and their parents to create an individualized plan that meets the need of the child while ensuring the safety of other campers.
- Frequent disrespect for peers, staff, and rules will result in child's dismissal from Camp Cummer.
- Consequence Procedures:

- **Minor Offenses** - off task, talking during instruction time, etc.
  1. Warning
  2. Time out in classroom with reflection sheet
  3. Time out at AC Desk with another educator
  4. Call parent
  5. Removal from camp
- **Major Offenses** - harming or threatening to harm teachers and/or other campers, inappropriate language, etc.
  1. Call parent
  2. Removal from camp

### **Other**

- The *Camp Cummer Permission Form* must be filled out and on file for any camper to attend camp. If this form has not been filled out prior to the first day of camp, please be prepared to complete this form on the first day of camp.
- Students attending partial weeks of camp will not be able to complete all projects.
- Refunds are not given for missed days of camp, nor do we prorate any weeks.

We hope that you will join us in making Camp Cummer a safe and fun environment for kids and staff alike. These rules are not designed to prevent campers from having a good time – just to prevent accidents or incidents that might endanger your child or other children.

Thank you for your cooperation in making Camp Cummer a wonderful and exciting week for all!

Sincerely,  
The Education Staff