



## **Summer Camp Guidelines**

### **Children's Belongings**

Please note that Prince William Academy is not responsible for any lost or stolen items during our camp program. We strive to ensure that your child's belongings are taken care of with respect, but it is the parent and child's responsibility to be sure that they have all of their belongings with them before they leave for the day. It is important clearly label your child's belongings with their name.

### **Health Policies**

We have set up the following guidelines on illness; these guidelines will be followed unless your physician states in writing that your child may attend. Keep your child home if they have:

- A temperature of 100 or above
- Conjunctivitis (pink eye)
- Impetigo
- Diarrhea (more than one instance in a 12 hour period)
- Vomiting
- Contagious disease (I.e., roseola, strep, fifth disease, chicken pox, scarlet fever, coxsackie's virus, croup, etc.)
- Head lice (child must have 1 treatment and parents must agree to additional treatment 10 days later)
- Ring worm

We understand that keeping a child home may impose problems. Please understand that bringing an unhealthy child to camp may affect the health of other children and staff. If treatment requires medication, children must be symptom free for 24 hours without medication before they may return to the program.

## **Sickness**

Please keep your child home if they seem listless, unusually irritable, complains of stomachache, headache, earache, has a fever (100 or above) or seems to be unusually pale or flushed. It is better to be over cautious than to risk exposing the rest of the children and staff to contagion. If a child becomes ill, (i.e.: fever, vomiting, diarrhea, rash, etc.) during their time at camp, parents will be asked to pick up their child within the hour. A child who is suspected of having a communicable disease will be isolated from the other children. The child may return to the program when they are symptom and fever free, without medication, for 24 hours. Please notify Lindsay Chickering immediately if your child is exposed to a contagious disease. The Director will notify you if and when it is necessary to keep your child at home. All parents will be given notice if a child in the program has been reported having a contagious disease. Notices will include information on symptoms and general information on the contagion. Please see that your child keeps reasonable bedtime hours. Their day can be spoiled if they are tired.

## **Allergies and Emergency Medical Information**

Any allergies to food, chemicals, or other materials should be listed in the "Allergies" section of the child's information form. This information will be placed on a master list and posted and utilized for camp staff or authorized personnel only. All staff will be informed of child's allergies, and instructed to avoid these products.

## **Emergency Procedures**

Staff will treat children experiencing minor injuries or illness such as bumps, bruises, scrapes, bee stings, and stomach upsets, taking note of specifications on the child's health form. Sick children will be isolated from other program participants and have their condition monitored. Parents will be informed of First Aid given to their child. If their child's symptoms persist, parents will be asked to pick up their child as stated in the Health Policy. In the case of a major emergency such as broken bones, puncture wounds, etc., the child will be transported by ambulance to the nearest medical facility immediately if the parent cannot be reached. Health forms on file will include child and parent information, emergency numbers when parents cannot be reached and a medical release to seek treatment if parents cannot be reached. It is the sole responsibility of the parent for payment of all medical bills.

## Daily Requirements for Camp

### Preschool Students

- **Snack.** A small, healthy snack in a small bag or lunch kit for your child to eat.
- **Clothing.** Children need to wear comfortable clothing that they can paint in and play in. Dress your child in clothes that are easy to pull down for the child to use the toilet. Apply sunscreen in warmer weather.
- **Running shoes.** We find that running shoes are safe and comfortable for play. They are safer for play in the gym and on climbing apparatus than other kinds of shoes. Sandals are NOT permitted during camp.
- **Extra clothes.** Please bring extra clothes each day (in a small bag hung on the child's hook).
- **Sunscreen.** Please apply unscented sunscreen before your child comes to preschool during warm weather. Our staff is informed that sunscreen has already been applied in the morning and will only re-apply after appropriate intervals of time. Please place the bottle of sunscreen (labeled) in your child's bookbag daily.
- **Swimsuit and Towel:** Your child must come dressed in his/her swimsuit on "water days." Children that do not arrive in their swimsuits will not be permitted to participate in that's day's water activities. A towel should be placed in a plastic bag in your child's book bag. Young children do not remember if they have a Superman or tie-dye towel/bathing suit, so please write your child's name in permanent marker on the towel and inside the bathing suit.
- **Lunch:** You may purchase a hot lunch daily or your child can bring lunch to summer camp; however, teachers do not have the facilities to re-heat food for the students.

**PLEASE LABEL ALL YOUR CHILDREN'S CLOTHING, SHOES, AND SUPPLIES TO AVOID CONFUSION.**

### Elementary students

1. Backpack to hold all of camper's needs
2. Healthy snack for the morning
3. Bathing Suit (Water Days ONLY--recommended that your child wear his/her suit under clothing on water days)
4. Towel (Water Days ONLY--labeled)
5. Sun screen (applied before arrival, labeled)
6. Hat (optional, labeled)

7. Change of clothes (Water Days ONLY)
8. Bug spray
9. Sneakers (flip flops/sandals are NOT permitted)
10. Sack Lunch (Hot lunch can be purchased for \$4.50 daily)
11. 6 pencils
12. Loose-leaf notebook paper (50 sheets)
13. Library book (appropriate for your child's age)

**PLEASE LABEL ALL YOUR CHILDREN'S CLOTHING, SHOES, AND SUPPLIES TO AVOID CONFUSION.**

**The following items are not permitted:** Ipods, Walkmans, trading cards, Gameboys, money, or anything else of value should be left at home in order to ensure the safety of your child's belongings, as well as their safety and participation in group activities. No Heelies/Heelys, roller blades, crocs or flip-flops are allowed at the camp.

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**Acknowledgement of Summer Camp Guidelines**

I \_\_\_\_\_ have read and understand all the Policies and Procedures in the above document and am aware of my responsibility to follow and abide by these polices/procedures set forth by Prince William Academy.

Child's Name and Age: \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date