



# Parent Handbook

Revised 05/2024

## Kid's Sports Camp Parent Manual

Dear Parents and Campers,

Welcome to our 2024 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 5-10 or Kindergarten through 4<sup>th</sup> grade.

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

Tasha Rose

KOPFC Recreation Supervisor

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

Direct Line 385-355-0530

Front Desk 801-966-5555

#### The Olympic Oval

Between 12:00-3:00 PM

Jennifer Howland

UDO Community Outreach Coordinator

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

Direct Line 801-503-1061

Front Desk 801-968-6825

# Kid's Sports Camp Parent Manual

## Section 1: Program Details

### 1. Days & Times Offered

Kid's Camp is held Mondays through Fridays beginning Monday, June 3rd until Friday, August 9th, 2024.

**Kids Camp will NOT be held on July 4<sup>th</sup> or 5<sup>th</sup>, or July 24<sup>th</sup>.**

### 2. Daily Activities

Activities can include but are not limited to soccer, dodgeball, kickball, crafts, ice skating, curling, and swimming.

### 3. Age Requirement

The ages for children in Kid's Camp are 5 to 10 years old. These are children that are in kindergarten through 4<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 2 different options for Camp.

½ Day KOPFC 9:00 AM-12:00 PM (up to 10 kids)

Full Day 9:00 AM-3:00 PM (up to 40 kids)

### 2. Fees & Discounts

We offer 2 payment options, monthly and full summer. For those that are members of KOPFC, a 15% discount off the general fee will be offered. For those with additional children in their immediate family, we will be offering a 7% discount. **Only one (1) 7% discount for an additional child will be allowed per family.**

### 3. Registration

ATTENTION! Registration will be on a new website this year! If you are not a member of KOPFC, you will be able to create a new account between March 19-March 30. If you are a member of our facility, make sure you are able to login to your account. This will help speed up your registration process that opens APRIL 1<sup>st</sup> at 8:00 am sharp! Check back soon for the link to that page.

All registration must be done online, no monthly or full summer registrations will be taken at the front desk at KOPFC or at The Oval.

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## Fees & Discounts Continued

### **Monthly ½ Day (9am-12pm)**

KOPFC Member \$127.50

General Patron \$150.00

### **Monthly Full Day (9am-3pm)**

KOPFC Member \$255.00

General Patron \$300.00

### **Full Summer Full Day (9am-3pm)**

KOPFC Member \$561.00

General Patron \$660.00

## Fees & Discounts Continued

### **4. Refund/Withdrawal Policy**

**Refunds or Credits minus time used will be offered up through the first week of the program.**

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.

## ***Section 3: Daily Operations & Lunch***

### **1. Check- In\* New this year \***

You will need to download the Amilia app to check in for Kids' camp. Once you have downloaded the app, log in to your account. When you bring your child to Kids' camp you will need to open the app, click on "Account", then choose the child's name that is going to camp and scan their barcode at the gate. Please use the gate closest to the counter and not the turn style to the right of the gate. The gate will stay open long enough for you and your child to enter. You will then proceed back to the basketball gym to sign your child in and drop them off.

### **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 10 years old, you will need to speak to the Kid's Camp supervisor. 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

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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 filled with Daily Drop-ins.

## 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. **½ Day KOPFC Camp pick-up @12 pm same place as morning drop-off**
- b. **Full Day Camp 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

Granite School District will be providing free lunch at the park at our facility during the summer. All the children signed up for full day camp kids' camp will be taken to the park for the free lunch each day. If you would like your child to bring their own sack lunch from home, they can. **\*Lunch will not be provided on June 19<sup>th</sup>!** \*

**The free lunch program only goes until August 2<sup>nd</sup> so you will need to provide a lunch from home for your child August 5<sup>th</sup> – 9<sup>th</sup>.**

## 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)

\*Age-appropriate swimming Suit

\*Shorts or long pants

\*Towel

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

\*Jacket

\*Long pants

\*Tennis Shoes (do not wear sandals)

\*Gloves

\*Socks

### 2. Personal Items

No personal items of any kind will be allowed during Kid's Camp. If a child is found with any of these items, the counselors will confiscate them and return them to the parents at pick up.

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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

\*Pokémon Cards

\*Smart Watch games

## ***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
- \* No food outside of lunch time
- \* Once kids are signed in, they will not be allowed to use the vending machines
- \* Be respectful of everyone and raise your hand if you have a question
- \* 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.

\*The Kids' Camp Counselors will use a House system. Each child will be placed in a group with their peers. This acts as their "house" for the month. Each child will be given points for their assigned "house" if they follow the rules or instructions. The points will be tallied throughout the week and erased after Friday. It is possible for the child to lose a point if they show poor behavior. The house that has the most points on Friday, will receive the positive reinforcement that is given at the end of each week.

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1. Verbal Warning-Give verbal warning to child to change or stop behavior
2. Points taken away- See above for more information.
3. Parent Involvement-If unacceptable behavior continues, parent or guardian will be notified immediately.
4. Suspension-If unacceptable behavior continues after steps 1-3 have been followed, child will be suspended for 1-2 days
5. 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!**

## ***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 during that time, or payment concerns, contact Tasha at 801-385-355-0530 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 during that time, contact Jennifer at 801-503-1061.

### **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.**