



**2021  
TriHealth Pavilion  
Kid's Life Center  
Camp Policy &  
Procedures**

**Contact information for KLC Team**

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Kids' Life Center                                              N/A                                              513-246-2615

- i. **Mission Statement:** The Kid's Life Center provides a healthy, safe, fun environment for children of members and nonmembers who are using our Pavilion services. Through creative daily activities and special programs we encourage children to become aware of the importance of a healthy lifestyle.
- ii. **Drop Off:** Parents will bring their children to the Pavilion Entrance (look for the sign that reads “**Member Entrance**”). Entrance is located by the flag pole. Upon your entry, please go to the Pavilion Front desk. The receptionist will temperature check all children. Children will be greeted by a KLC attendant at the Check-in table or the Kids’ Life Center. Parents will sign their kids in with an attendant each day. You may also make any special arrangements at that time (if a different adult will be picking up your child, if pick- up time changes, etc.).
- iii. **Pick Up:** Parents will pick up children at the Pavilion Front desk. Please do not park in the front entrance circle (located in front of the flag pole). The front desk receptionist will page the Camp counselors (KLC attendants) and your child will be escorted to you once you arrive. Parents should arrive for pick up no later than 4:00pm if you are not registered for extended care. When retrieving your child, if you are not the parent (or persons listed on the pre-participation form for pick-up) that dropped off your child; you will be questioned, must have your ID on hand & confirmation for pick-up will be verified. We will require a photo ID before releasing any child. We want your children to be in a safe environment and this helps us achieve that. Campers remaining after 4:10 p.m. will be consider late pick-up. Late charges will be charged to your account at the rate of \$1 per minute for each minute late.
- iv. **Extended Care:** If you are signed up for extended care, you can arrive as early as 7:30 a.m. (unless designated at a different time). Extended care pick up ends at 6 p.m. We will continue to keep the kids active during extended care. We ask that all parents please be timely. Campers remaining after 6:10pm will be consider late pick-up. Late charges will be

- charged to your account at the rate of \$1 per minute for each minute late.
- v. **Temp-Check Stations:** All Pavilion team members, camp counselors & children will be given temperature checks & symptom assessments daily at the drop-off. If anyone has a fever of 100 degrees or higher, may not enter the facility.
  - vi. **Sick child/ Medications:** Please DO NOT bring your child to camp sick. Your child will be sent home. Please inform Supervisor, LaShaunda Jones if your child has to take medication during camp that is not illness related. We will need prescription bottle with child's name & directions. If a child, or any member of their household, has been sick within 14 days of the beginning of camp, the camper may not attend camp. If a camper becomes sick during the day, they will be separated from the other campers, and parents will be called. Campers must be picked up as soon as possible.
  - vii. **Face Coverings:** Each child will be given a face mask to be worn in the facility at all times. Each child will receive a brown paper bag to place their mask in at the end of the day. Parents please keep the bag in your cars & give to your child each morning. Masks do not have to be worn during outdoor game activity (if it is too hot & humid or asthmatic). All TriHealth team members & camp counselors are required to wear masks.
  - viii. **Handwashing:** All children will wash their hands during the following: Upon arrival for the day, before & after breaks and upon returning from outside.
  - ix. **Campers' attire/Needs for camp:** We ask that the kids wear comfortable clothing and tennis shoes daily. Please bring a backpack to carry the following items: a bag lunch (we can refrigerate if needed), towel, sunscreen, swimsuit (if needed), water bottle their own personal hand sanitizer and cloth face cover (facemask),
  - x. **Valuables and Money:** Campers should limit the use of personal items from home during the camp day. If personal items are necessary, they should remain stored in a backpack or cubby, be used solely by the camper, and return home daily. Personal items (valuables) include: Computer games, iPod's, iPad's, jewelry etc. If a camper chooses to bring valuables, neither Pavilion nor Camp Organizations will be responsible for the loss or theft of the item.
  - xi. **Lunch:** Please pack the following: Half day option- 1 snack; Full day option-2 small snacks & a bag lunch; extended day option- 3 small snacks & a bag lunch. Please label all food items. The lunches will be stored inside, but will not be refrigerated. Please keep in mind the KLC is a **NUT FREE CENTER (no nut products please)**.
  - xii. **Weekly Theme:** Each week we will emphasize a different theme. Our goal is to expose the campers to new and creative ways to stay healthy & have fun. The weekly theme will provide structure to the program while maintaining an environment that is relaxed and exciting.
  - xiii. **Daily Schedule:** Seeing as though each week the camp and theme changes, every Monday a weekly schedule will be printed and placed at the Check-in Station. The schedule will break down each day that entire week. Make sure you grab one!
- A. **Ratios:** Camps will run in ratios of 1 camp counselor to 9 school-age children. Social distancing will be used with each group. Groups will not mix. Sports/games that do not

- require extended periods of closeness, and activities played will be modified to follow social distancing as much as possible. During specialty camps, the children will be placed 2-4 (depending on tables being used) at each table & table separated by 6 feet.
- xiv. **Equipment:** All equipment required for the week will be provided by the camp. All equipment will be sanitized & cleaned each day. If your child has any of their own equipment, they are welcomed to bring it, but their items should be clearly labeled. **For Abrakadoodle camps:** Campers will receive own set of basic materials (provided by Abrakadoodle) that they use for the entire week. Those will not be washed/sanitized daily. They will be kept in a labeled bag. The basic sets will be returned and cleaned at the end of the week to be washed/sanitized for future camps.
- xv. **Behavioral Issues or Concerns:** Profanity, spitting, biting or fighting will not be tolerated. Parents will be notified of any disciplinary problems. 1st incident, child will be put in time out or ask to sit out an activity (i.e. child must sit without games or play for 5-10 minutes). If there are 2 or more repeated incidents, participation may be cancelled for camp. Parent will receive prorated or remaining amount for camp(s).
- xvi. **Swimming:** During the camp, the campers go swimming everyday (unless schedule changes for that week). Please advise the KLC Supervisor or Camp Counselor if your child is an advance swimmer or a beginner. The campers will swim in the outdoor pool with lifeguards & camp counselors present. The ratios will remain 1:9 in the pool. The pool begins at wading level up to 5 ft. Each child will wear a swim band: Red means the child is a beginner swimmer & cannot go past the divider (Wading to approx. 2.5 ft.); and Green means the child is an advanced swimmer & can swim in the deep end. If you don't feel comfortable with your child swimming, your child can play games indoors until swim time has ended.
- xvii. **Inclement Weather:** If the weather is too hot, humid or raining the children will continue the camp indoors in a designated area.
- xviii. **Refunds:** To receive a **FULL** refund you must cancel 1 week before the date of each camp. Thereafter, if you decide to cancel after the full refund option has expired or during the week of program/ camp, you will not be able to receive any form of refund. In partnership, the program/ camp organization may offer a credit for future programs/ camps at full or prorated amount.

### Reminder

\*\*\*Anything that is brought should be marked with your child's full name. Many things are left each day, and this will help us return your child's belongings.

