



**2023
TriHealth Pavilion
Kid's Life Center
Camp Policy &
Procedures**

Contact information for KLC Team

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- 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. Entrance is located by the flagpole. Upon your entry, please go to the Kids' Life Center. Parents will sign their kids in & out at the receptionist desk 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 Kids' Life Center. Please do not park in the front entrance circle (located in front of the flagpole). 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. **Before/After Care:** If you are signed up for before/after care, you can arrive as early as 7:30 a.m. (unless designated at a different time). Before/after care pick up ends at 6 p.m. We will continue to keep the kids active during before/after 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. **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 (or has had COVID) within 5 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.
- vi. **Face Coverings:** Masks are optional as of 3/2/22. All TriHealth team members & camp counselors are required to wear masks.
 - vii. **Handwashing:** All children will wash their hands during the following: Upon arrival for the day, before & after breaks and upon returning from outside.
 - viii. **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, swimsuit (if needed), water bottle their own personal hand sanitizer and cloth face cover (facemask),
 - ix. **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.
 - x. **Lunch:** Please pack the following: Half day option- 1 snack; Full day option-2 small snacks & a bag lunch; before/after 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)**.
 - xi. **Camp 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.
 - xii. **Ratios:** Camps will run in ratios of 1 camp counselor to 10 school-age children. Social distancing will be used with each group.
 - xiii. **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.
 - xiv. **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).
 - xv. **Swimming:** During the camp, the campers go swimming as noted in the email to parents (unless schedule changes for that week). Please advise the KLC Supervisor or Camp Counselor if your child is an advance swimmer or a beginner. Each participant will be given a swim test. PLEASE SEE INSTRUCTIONS INCLUDED. The campers will swim in the indoor pool with lifeguards & camp counselors present. The pool begins at 3.5 ft. up to 7ft. Each child will wear a swim band: Red means the child is a beginner swimmer & cannot go past the divider. 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 in the KLC until swim time has ended.

- xvi. **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.