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Purpose

The purpose of Central Christian Academy Summer Day Camp is to provide a loving, safe, Christian environment for children during the summer months and to provide fun-filled activities and field trips to expand their knowledge and challenge their creativity.

Central Christian Academy Summer Day Camp is a ministry of Central Christian Academy and thus teaches and follows the objectives and doctrinal statement of Central Christian Academy. Students are expected to abide by the Standard of Conduct of Central Christian Academy.

Doctrinal Statement

1. We believe in the verbal inspiration and authority of the Scriptures. We believe that the Bible reveals God, the fall of man, the way of salvation, and God's plan and purpose in the ages.
2. We believe in God the Father, God the Son, and God the Holy Spirit.
3. We believe the deity, virgin birth, and bodily resurrection of Jesus Christ.
4. We believe that men are justified by faith alone and are accounted righteous before

God only through the merit of our Lord and Savior Jesus Christ.

5. We believe in the everlasting conscious blessedness of the saved and the everlasting conscious punishment of the lost.

Admissions Policy

Students must be ages three (3) through twelve (12) by the day summer camp begins. Students must have all required paperwork on file before camp begins.

Enrollment Plans

We provide two optional enrollment plans. Once enrolled, the student **may not** switch back and forth among the two plans. The choices are:

1. Guaranteed weekly attendance
2. Daily attendance (3 days or more is considered one week)

Those using daily attendance must notify the school office at least one (1) day in advance. Daily attendance will be on a first-come, first-serve basis.

Enrollment Dates

The summer program will begin on the Monday in June one week after school ends and continue through the Friday in August one week before school begins in the fall. A monthly calendar of activities will be provided.

Rates/Fees

Rates and Fees will be made available in the spring of the current camp year through the school office.

A non-refundable registration fee must accompany the registration form.

Multiple Family Discounts

Families having more than one child enrolled will receive a \$20.00 discount per each additional child.

Forms required BEFORE starting CCA Summer Day Camp

CCA Student:

Summer Camp Registration Form

Non-CCA Student:

Summer Camp Registration Form

Verification of Birth Certificate

Physical Form w/Current Immunizations

Field Trips

Children must be age four (4) by the day camp begins to attend field trips. Therefore, children who are three (3) years of age on the day camp begins will not attend any field trips. The departure time for each field trip will be posted in advance. Campers may **NOT** be dropped

off if their group is away on a field trip.

Field trips will vary according to their availability as follows:

Skating
Bowling
Library
Parks
Area Museums
Area Attractions
Water Play/Swimming

Management Procedures/Field Trip Behavior

BITING: A child that bites another student will be sent home for that day. If the biting continues, a conference with the Summer Camp Director will be required.

Step 1 - The child's group leader, or whoever sees the infraction, will talk to the individual privately encouraging a more positive way to act.

Step 2 - The group leader will continue to deal with the problem as long as he/she can handle the situation.

Step 3 - When the group leader feels unable to communicate with the child effectively, the group leader will take the child to the camp director.

Step 4 - If the situation cannot be corrected at this point, the administration will become involved.

At this meeting the child will be informed that if the negative activity happens again the parent/guardian will be informed and a meeting of all concerned will occur.

Step 5 - Meeting of all parties involved, including a parent/guardian. Appropriate disciplinary action will be discussed.

Step 6 - If the child cannot adhere to the rules at this point, he/she will be dismissed from camp.

VIDEO GAMES

All video games need to be rated "E" for everyone. If an inappropriate game is brought to camp, it will be taken away and kept in the office until a parent comes to pick it up. **NO Ipods, portable DVD players or cell phones are allowed.** If any of these items are brought to camp these will be taken away also and be kept in the office until a parent picks it up.

Dress Code

A summer camp T-shirt is required for field trip days and park days. This will easily identify your child as belonging to our group.

In order to assist us in making sure the summer

campers have their Summer Camp T-shirts for the needed trips, we ask for your cooperation with the following:

1. Print your child's name in the shirt's label with a permanent marker.
2. Bring your child's shirt to school and ***leave it in their cubby/locker for the entire week.***
3. We will then have each child change into their shirt before leaving for trips and return it to their cubby upon coming back.
4. Take the shirt home each Friday for cleaning and bring it back on Mondays.
5. This is very important for your child's safety and easy identification with our group while we are in the general public.
6. Tennis shoes & socks must be worn at all times.

Change of clothing

All day campers are to have a complete change of clothing at the day camp at all times, with the child's name clearly marked on each item. Preschool campers must be **COMPLETELY** potty trained.

Nap time will be for ages 3 - 5, please provide a **small** blanket and **small** pillow.

Swim/Water Play Guidelines

1. Bring sandals or flip-flops to wear for water play/swim days.
2. Be sure to label all your children's clothing that day.
3. Place a plastic bag in your child's swimming bag for wet swimsuits and towels.
4. The children are to wear their swimsuits to school under their clothing on water day. Make sure they bring their underclothing for their change after water play.
5. If possible, wear shorts or clothing on swim days with elastic waistlines. This helps in dressing the younger ones.

Sickness

Children with a temperature or contagious sickness must be picked up from day camp, and will be isolated until the parent arrives. Children sent home with a fever will not be admitted back to camp for at least 24-hours.

Please keep children home with the following: fever, diarrhea or vomiting. Children too sick to participate in the full program, including outside play, need to be kept at home.

Vacations

Summer Day Camp will be closed on July 4th. No credit will be given for this day.

Billing

Camp tuition is due on the **Monday** of the week the camper is attending. **If payment is not received on Monday morning, your child may not attend until payment is received. A \$5.00 late fee will be added per day until the account is current.** All returned checks must be redeemed in cash for the amount of the check plus any charges the camp has incurred from the bank.

Payments may be made through the mail or through the school office. Please do not give payments to the summer camp staff. Please do not send payments to camp via children. A payment box is located in the door of the school office. We cannot be responsible for lost money sent in with a child.

Hours

Summer Day camp hours are from 6:30 a.m. to 6:00 p.m. Children are expected to be picked up before closing time, 6:00 p.m. There will be an overtime charge of \$5.00 for each 15 minutes that the child stays past 6:00 p.m.

Sign in/out

All parents, of any age child, must walk their child into the building each day, sign them in and out on a computer located in the school office, and make certain the teacher knows the camper has arrived. Each student will be assigned an ID number. This number will be entered on the computer screen and your child will be automatically “checked in” for the day. The same procedure will be followed to check your child out when he or she is picked up at the end of the day. Older siblings are not to bring or pick up children. Make sure if you are not the one picking up your child that the person who does has the child’s ID number. You may park in the back lot or the masonic lodge parking lot. There is **NO** parking at the front sidewalk at any time. Parents or a responsible adult must come into the building to pick up children, sign them out, and inform a teacher they are leaving.

Medication

All medication will be dispensed and recorded in the office. No medication can be administered to a child without written consent and instructions from the doctor.

Non-discriminatory Policy

CCA Summer Day Camp admits students of any race, color, national and ethnic origin to all the rights privileges, programs, and activities generally accorded or made available to students at school. It does not discriminate on the basis of race, color, national or ethnic origin in the administration of its educational policies, admissions policy, financial policies, and athletic and other school administered programs.

Supplies

Wet wipes
Antibacterial Soap
Sunscreen w/child's name on bottle

Each camper should provide, wet wipes, and a bottle of instant soap for sharing among the campers.

Visitors

Visitors are welcome to our school. They must first come to the school office for an official pass and are asked not to visit a class without permission.

Campers will only be released to parents or those

outlined on the authorized consent form. The school regards the safekeeping of your children as an important responsibility and asks your cooperation in this procedure.

Withdrawal

If a camper is withdrawing from camp, the parents must complete a "Withdrawal Form" to begin the process. Upon settling of all financial obligations, the camper is considered as being officially withdrawn.