

**1670 North Royal Street Jackson, TN 38301**

**731-423-2228**

**WELCOME TO**



**NEW ST. LUKE SUMMER DAY CAMP**

**We are looking forward to having your child(ren) here for an exciting and breathtaking expe- rience this year at our Summer Day Camp.**

**This summer, we will have many exciting learning activities, play organized games, arts and crafts, field trips many other interesting learning activities.**

**The Summer Camp will offer:**

* Daily Assembly (Large and small groups)
* Daily Exercise/Physical Fitness
* Daily Out Door Activities
* Educational Activities
* Weekly activities
* Arts & Crafts
* Weekly Field Trips
* Music and much more..

*Our goal is to help them grow spiritually, physically, intellectually and socially.*

**Covid 19 Precaution**

Specific Covid-19 guidelines and precautions for campers and staff will be communicated prior to the start of camp. The knowledge and circumstances regarding Covid-19 best practices are frequently changing per the CDC. These guidelines may change to align with recommended practices that will ensure a safe and healthy camp environment.

**NSL SUMMER DAY CAMP 2024 APPLICATION**

**Please complete this form IN FULL for EACH child registered. There is a one-time (non-refundable) Application/Registration fee of $20.00 per camper must accompany the application.**

### Applying for the summer 2024: Grade Entering Date of Application / /

**Birth Date M / F (circle one)**

### Child’s Information:

Child’s Name: Birth date: Age: Address: Home Phone: ( ) - City: State: Zip code:

Grade: School:

### Parent’s Information:

Mother’s Name: Home Phone: ( ) - Address: Cell Phone: ( ) - City: State: Zip code:

Mother’s Employer: Work Phone: ( ) -

Father’s Name: Home Phone: ( ) - Address (if different): Cell Phone: ( ) - City: State: Zip code:

Father’s Employer: Work Phone: ( ) -

**If Parents are Divorced, which PARENT HAS LEGAL CUSTODY? NAME:**

# New St. Luke’s Summer Day Camp

## Child Pick-up & Release Procedures

Child’s Name: Date: / /

The following persons (and only these persons) **ARE AUTHORIZED** to pick up my child (ren) from New St. Luke’s Sum- mer Day Camp.

#### Please be advised that the staff of New St. Luke’s Summer Day Camp may request identification from author- ized persons at any time in order to ensure the safety of your child.

Name: Relationship:

Home Phone: Cell Phone:

Name: Relationship:

Home Phone: Cell Phone:

Name: Relationship:

Home Phone: Cell Phone:

Name: Relationship:

Home Phone: Cell Phone:

The following persons are **NOT AUTHORIZED** to pick up my child (ren):

The parent/guardian is responsible for notifying the camp administrator in writing with any changes of authorization. Parent/Guardian Signature:

# Emergency Medical Authorization

#### In case of an emergency, list in desired priority your nearest relative(s) or neighbors(s) that NSL Summer Day Camp may contact if unable to contact you.

1. (Name) (Relationship) (Address, City, State, Zip)

(Home Phone) (Work Phone) (Cell Phone)



|  |  |  |
| --- | --- | --- |
| (Name) | (Relationship) | (Address, City, State, Zip) |
| (Home Phone) | (Work Phone) | (Cell Phone) |
| 3. | | |
| (Name) | (Relationship) | (Address, City, State, Zip) |
| (Home Phone) | (Work Phone) | (Cell Phone) |

(Physician) (Phone)

(Dentist) (Phone)

(Preferred Hospital) (Preferred Walk-in Facility)

I/we generally give permission for my child listed on the front of this document to participate in all NSL SUMMER DAY CAMP program activities either on campus or on trips away from the church premises throughout the duration my child is registered in the given program.

Children will be accompanied by NSL SUMMER DAY CAMP counselors, directors and staff and will be under adequate supervision. I/we under- stand that I/we will be given (whenever possible) notice of all trips away from the school premises. I/we understand that I/we must approve all off-campus field trips by timely completing the Emergency Release and Authorization Consent Form. I/we further understand that I/we may revoke permission for a specific field trip by written notice hand delivered to the Director more than one day prior to any trip.

Although the program desires to provide a safe and enjoyable time for all students, accidents or injuries can still happen. I/we understand there are risks/dangers involved with my/our child’s participation in this event, I/we assume responsibility for those ordinary and reasonable risks associated with the travel and activities. I /we agree to hold harmless and indemnify NSL SUMMER DAY Camp, its affiliated organizations, em- ployees, agents and representatives, including with limitation, volunteers, chaperones and other drivers, from any and all claims arising from my child’s participation. This release agreement does not apply to claims of intentional (criminal) misconduct or gross negligence by the camp, it employees or volunteers, if such circumstances are proved in a court of law. I/we acknowledge and agree the camp does not and cannot as- sume financial liability beyond its actual liability insurance policy in force, if any.

In case of accident, illness or other emergency, I/we request the day camp contact me. If the program staff cannot reach a parent/guardian after conscientious effort, I/we give permission for NSL SUMMER DAY CAMP STAFF or NEW ST LUKE STAFF to call paramedics or any licensed physi- cian or dentist including, and without limitation, those health care providers listed above. If a life-threatening emergency exists, I/we give per- mission for camp staff to call ambulance/paramedics immediately and then contact me/us as soon as possible thereafter.

I/we agree to assume the financial responsibility for expense incurred as a result of those services being provided. I/we also agree to be finan- cially responsible for any and all emergency medical transportation or care.

(Signature of Father/Guardian) (Print Name) (Date)

(Signature of Mother/Guardian) (Print Name) (Date)

## Child’s Questionnaire

So that we may be able to accommodate you and your child needs, please answer all questions listed below. Our num- ber one priority is your child safety and well-being.

Child’s Name:

Last First MI

#### Play period:

What are some of the ways your child plays at home?

Is your child able to play intensive sports or play as hard as other children? Yes or No. If no, please explain.

#### Conduct:

Does your child usually get their own way with other children? Yes or No

How does your child react if they do not get their own way?

Would you describe your child as: Active Inactive Quiet Friendly Shy

Is your child in counseling or other treatment programs? Yes or No. If yes, please explain.

What other information should we know about your child?

## Medical Questionnaire

Immunization Records are on file at what school:

Does your child take any medications? Yes or No If yes, what medications and for what?

Does your child have any of the following:

Allergies? Yes or No. If yes, please explain. Asthma and/or Wheezing Problems? Yes or No. If yes, please explain. Is your child on asthma medication? Yes or No. If yes, what medications? Speech or hearing problems? Yes or No. If yes, please explain. Special needs for hearing or speech? Yes or No. If yes, please explain. Seizures, falls, blackouts or shaking spells? Yes or No. If yes, please explain.

Are Medication (s) being taken. Yes or No If medications are to be taken at camp, please list medication (s) and submit an Authorization for Administration of Medication to Camp Director.

Please list any other health conditions which would interfere with your child’s participation in New St. Luke Summer Day Camp:

INSURANCE: PARTICIPANTS’ INSURANCE COVERAGE IS PRIMARY WHILE PARTICIPATING IN THE SUMMER CAMP PROGRAM. A COPY OF YOUR CHILD(S) INSURANCE CARD IS REQUIRED AND WILL BE KEPT ON FILE.

## Child Release Policy

#### Authorized Permission Slip For Field Trips and Outings

I, the undersigned, give my permission for my child to leave the NSL grounds with authorized NSL Summer Day Camp staff for scheduled field trips and outings.

I agree that while precautions will be taken to keep each child injury free, I understand that accidents do happen and accept full responsibility for any costs related to any accident or injury.

I have read this release and understand all of its terms. I execute it voluntarily and will provide my signature as written proof.

My child has permission to go on field trips arranged by New St. Luke Summer Day Camp

□Yes □No

I authorize New St. Luke Summer Day Camp to provide emergency medical care

□Yes □No

Parent’s Signature

### Feel Free To Volunteer

New St. Luke Summer Day Camp invites parents/guardians to volunteer. If you wish to volunteer, please fill out infor- mation listed below and the camp director will contact you regarding required activities at the summer camp. Please be advised, all individuals interacting with children are subject to same policies and procedures as summer camp staff.

Name of Adult

Phone

Date you would like to Volunteer

What activity you are volunteering to do

*(all activities must be in accordance to the summer camp program)*

## Parent /Guardian Agreement

The Camp Director reserves the right to decline the application of any child, or send home any child who, according to the Directors discretion, is not a desirable associate for the other youth, or puts him/herself or others at risk.

#### Payment

Weekly fees are non-refundable. The weekly fee is **$65.00 per child.**

Weekly fees are non-refundable. The weekly fee is for 2 or more **$60.00 per child.**

#### Our Promise to You

New St. Luke Summer Day Camp provides a safe environment for the children during their time at the summer camp. Security is enforced with cameras around the entire campus.

New St. Luke does not discriminate against anyone regardless of race, creed, religion, or disability.

**Parental/Guardian Must Sign This Form:**

I have reviewed the New St. Luke Summer Day Camp Parent’s Guidebook, Summer Camp Application, Child Pick-up & Release Procedures, Emergency Medical Authorization, Child’s Questionnaire, Medical Questionnaire, Child Release Policy and Parent/Guardian Volunteer Information.

Signed: Date:

**For Office Use Only**

**Total Fee $** **Date**  **, 2024**

## New St. Luke Summer Day Camp Parent’s/Guardian’s Guidebook

**WELCOME** to New St. Luke Summer Day Camp. We are looking forward to a great summer and making a positive impact on the children.

#### Purpose

The Summer Day Camp is a unique opportunity to meet the needs of families while helping them grow spiritually, physically, intellectually and socially. We provide a carefully structured balance of activities to help each child develop self-confidence, motor skills, social relationships, creativity and at the same time they will have the opportunity to work on arts and crafts, participate in organized games, sporting events and many learning activities.

#### Covid 19 Precaution

Specific Covid-19 guidelines and precautions for campers and staff will be communicated prior to the start of camp. The knowledge and circumstances regarding Covid-19 best practices are frequently changing per the CDC. The guidelines may change to align with recommended practices that will ensure a safe and healthy camp environment.

#### Activities

Structured activities are planned according to the week’s theme. Each week consist of a different theme. Additionally, Arts & Crafts, Language Arts, Intensive Sports and Outdoor Activities, Movies, Safety Procedures, Swimming and Outings will be included in the activities. **\*New St. Luke does not discriminate against anyone regardless of race, creed, religion, or disability. Parents may opt out their child from certain activities. Other activities will be available.**

#### Breakfast, Lunch, and Snacks

New St. Luke will provide a menu that consists of a nutritious Breakfast, Lunch, and Afternoon Snack (Mon-Fri). If a child would like to bring a lunch, he/she is able to do so. Please label the lunch bag and/or lunch box with the child’s name and submit to the camp director and or staff.

#### Medication

Any medication that needs to be administered should be given to the Camp Director. A medication form will be completed by parents and signed by camp director. All medicine must be in original package/container.

#### Illness

New St. Luke Christian Summer Day Camp cannot provide care for sick children. Please do not send your child to day camp if he/she is ill. We are concerned for the health and welfare of every child and ask that your child be picked up imme- diately if he/she becomes ill.

#### Liability

New St. Luke provides liability on all its programs. It is the responsibility of each participant to provide his or her own acci- dent/medical coverage.

#### Injury

New St. Luke Summer Day Camp will notify parents if an injury occurs. If your child is seriously injured or any other danger- ous or life threatening emergency occurs, we will do whatever necessary to acquire medical attention. This includes, but is not limited to:

Contact parents or guardians

Attempts to call emergency contacts listed on the information form Call ambulance or have child taken to emergency room

911 will be called first in event of serious injury or condition

#### Bathroom Polices

Campers will be allowed to use the restroom alone except the following circumstances:

Field Trips—a camp leader will escort the group to the restroom. Camp leader are required to review their attendance log and check children as they return to the group.

Behavior—if the behavior of the child cannot be trusted in the restroom, a gender appropriate camp leader will escort the child to the restroom, but stand within sight of the stall. When finished they both will return to the group.

Personal assistance—a camp leader will assist a child if there is a need to do so.

#### Sign In and Out Procedures

You **must** sign your child in and out every day. Please do not drop your child off and let him/her sign in by themselves. All parents are asked to review the application that includes a section for listing individuals whom are authorized to pick up your child. The individual picking up the child must show photo identification. If the individual picking up your child is not listed on the application or if the child’s parent does not contact the camp director or staff member to allow a non-listed individual to pick up the child, the child will not be allowed to leave the campus. Safety is our number one priority.

#### Calendar

A calendar of all events will be available for parents and weekly outings will be posted on bulletin board 2-3 days prior to the upcoming week. Event dates are subject to change, updates will be posted prior to all events.

#### T-Shirts

Each child will receive a T-Shirt which will be worn on all New St. Luke Christian Summer Day Camp outings.

**Payments**

## New St. Luke Summer Day Camp Parent’s/Guardian’s Guidebook

1. One-time $20.00 registration fee (non refundable)
2. Weekly rate
   * $65.00 per child
   * Sibling discount $60.00 per child of 2 or more
3. A $35.00 fee will be accessed for each returned (NSF) check.
4. There is no prorating for missed days and or weeks.
5. Late fees will be charged if you are late picking up my child from camp:
   * Late fee charged of $1.00 a minute after 5:00 pm (must be paid at time of pick up)
6. All checks made payable to New St. Luke

#### Termination of Services

All campers will be expected to follow the rules established by the camp. A written notice will be given prior to termination of services. The following conditions cause Camp enrollment to be terminated:

* + Continued late and no payments of weekly fees
  + Child behavior problems that cannot be controlled
  + Inappropriate conduct (children and/or parent)
  + Continued late pick-ups

#### Disciplinary

Some behavioral will result in immediate action for dismissal or suspension or expulsion from the program. These includes but are not limited to such as stealing, fighting, destruction of property, profanity, bullying, etc.

New St. Luke has ZERO TOLERANCE FOR ANY TYPE OF BULLYING AND OR TEASING. Written reports will be given to parents/guardian to assist the camp to communicate your child’s disciplinary needs.

#### Cancellations

A seven (7) day notice, must be submitted to the Camp Director or Administrator.

#### Damages

If child causes damages to summer camp property/vehicles, parents are expected to pay for damages.

#### Dress Code

We strongly recommend appropriate summer clothing for especially since majority of activities are outdoors. Appropriate summer clothing would be cool clothing, washable and durable, no flip-flop sandals or sandals without back straps (because the children will be participating in running and active activities—gym shoes are recommended), no short-shorts, shirts that are not too loose or show midriff, and girls may want to wear shorts under their dresses/skirts. Please mark clothing items (especially coats and sweatshirts) with child’s name.

#### Swimming

Swimming is scheduled as a field trip activity, but is subject to cancellation. If your child would like to swim have him/her bring a towel and plastic bag for the wet swimsuit on those field trip days. Please use discretion with bathing suits. Girls must wear ONE PIECE BATHING SUITS, NO TWO PIECE/NO BIKINIS.

#### Lost and Found

Items will be placed in the office. New St. Luke is not responsible for lost or stolen money, personal items from home such as toys, games, etc.

#### Transportation

New St. Luke Summer Day Camp will transport children for weekly field trips.

#### Bus Rules

In an effort to provide safe, efficient transportation for the children, we must maintain a high standard of discipline on the bus. The following rules have been adopted to govern pupil transportation. Please review these rules with your children:

* + Passengers shall recognize the authority of the bus driver, camp director and staff at all times.
  + Camp director and staff are authorized to assigned seats.
  + No passengers will be left off at a place other than the designated stop.
  + Passengers are to remain in their seat while the bus is in motion, keeping the aisle clear.
  + Passengers shall sit properly facing towards the front of the bus.
  + All parts of the body are to remain inside the bus at all times.
  + Electronic devices, toys or any smoking or use of tobacco products **is not allowed** on the bus.
  + Eating, Drinking and Throwing litter on or from the bus is prohibited.
  + Fighting, harassment and/or bullying will not be tolerated.
  + Camp leaders are required to check bus log as children load and unload bus

#### Electronic Devices

Cell phones and electronic devices will not be allowed during hours of operation. Summer camp is not responsible for lost/ stolen electronic devices.