

Summer Camp Guidelines

Welcome to Seton Catholic's Summer Fun Camp! We are thrilled to offer this program to our current Seton families as a form of enrichment, ministry and support to them. It is our hope that friendships will become stronger, faith richer, and skills improved through a combination of free play, organized games, crafts, field trip experiences, etc.

Summer Camp Staff

Seton Summer Camp staff is excited and looking forward to spending some fun time with your children this summer. At times over the summer, we may also have students from Seton Catholic High School working with us as a part of their community service hour requirement. If you have questions regarding Summer Camp please contact Mrs. Becker at kbecker@setonschools.org or Mrs. Caskey at fcaskey@setonschools.org. Summer Camp staff can be reached at 765-259-1825 throughout the day for emergencies.

Logistics

For a variety of reasons, we are changing the location of Summer Camp this year! Week one will be held at the Intermediate Building, located at 801 West Main Street. Weeks two through eight will be held at the Primary Building, located at 700 North A Street.

All children enter through the back main entrance. PK -2nd grade students must be brought to the basement and signed in daily upon arrival. 3rd -6th grade students can sign themselves in. All students must be signed out by an authorized pick up person each day.

Camp hours are from 7:30 AM to 6 PM, Monday through Friday (except the July 4th holiday). "Full day" attendance is anything over 5 hours. Half day attendance is available. Morning only hours are from 7:30 -12:30 PM; afternoon only hours are from 1-6 PM. Summer Camp will begin on Monday, June 4th and run through Friday, July 27th. Summer Camp will be closed on Wednesday, July 4th so that our families can enjoy the holiday!

We understand that not everyone is on the same schedule or attending for the same reasons. **Morning drop off hours are 7:30-9:00 am, and afternoon pick up hours are 4:30-6 pm. Children attending camp for half day must be dropped off or picked up between 12:30 and 1 pm.** Drop off and pick up can only happen during the specified hours unless advance arrangements have been made as the campers will often be off site during other times of the day.

Financial Information

Seton Summer Camp is funded solely by fees charged to parents, along with donations. There is no subsidy from the school or parishes (outside of building use). Weekly sign-up sheets must be submitted by **Monday of the week prior along with payment.** Weekly sign-up and payment is required 1 week before attendance in order for us to plan for staffing, activities and events. For example, anyone planning to attend week of June 19th should have their forms turned in by Monday, June 12th. If your child will be a regular attendee, please let us know ahead when they will come and

then pay the week before. The more time we have to plan, the better we will be able to serve everyone!

Cash or check payments (to Seton Catholic Schools) will be accepted. The full day rate is \$20 per child, and the half day rate is \$15. Each family will have an envelope kept in the school office. All receipts will be kept in this envelope, and returned to you in the fall upon the start of school. These receipts can be very valuable to you come tax time!

Transportation

Children will be picked up and dropped off daily by families. Many walking trips will be taken. Occasional field trips may be taken using the school's bus or employee vehicles if appropriately licensed, registered, and approved by the Archdiocese. Permission slips will be completed for all vehicle transportation trips, and a blanket permission slip will be completed for walking trips to the pool and around town.

If someone different than normal is picking up your child, please notify staff at morning drop off.

Food

Children will be required to bring a lunch, including drink, with them daily. All lunch containers need to be clearly marked with your child's name. Refrigerators will be available to make sure that food stays fresh and cool. We will provide a snack both in the morning and the afternoon each day. If you know that your child has a particularly hearty appetite, please make sure you send a little extra with them in their lunch bag.

Dress Code

Children are asked to dress in cool, comfortable clothing. Follow general "free dress day" guidelines; however, tank tops are permitted. It is our intent that they will be outdoors a large portion of the time whenever the weather is conducive. All shoes must have a back strap. Flip-flops are not permitted, with the exception of when we are at the swimming pool. Dangling earrings are also not permitted.

We do ask that each child have a change of clothing in a bag clearly marked with their name for emergency situations.

Rules

At Summer Camp we want to keep things simple and fun! Please talk with your child(ren) about appropriate behavior and respecting others. Basically, the following rules apply:

1. Children are expected to follow God's Golden Rule, "Do unto others as you would have done to you."
2. Follow all school and playground rules.

3. No electronic devices are allowed at Summer Camp.
4. Follow adult directions at all times.

Event Days

We will offer special “Event Days” throughout the week! All students will need a bathing suit and towel with them on Monday, Wednesday and Friday’s. On Monday and Wednesday, we will visit the Richmond Municipal Pool. On Friday, we will have an onsite water day. Each Tuesday will be “Bike Day”. Children are invited to bring their bikes or scooters in for riding and obstacle courses in the parking lot. Tuesday and Thursday afternoons will be reserved for field trips. All of these are general plans and are subject to change.

Summer Camp Checklist

To make this the best experience possible for everyone, we are asking that a few essential items be left at the school during the summer (especially for those regularly attending camp). **All items should be clearly marked with the child’s name.** Please review this checklist and supply the items sometime by the end of the 1st full week.

1. Sunscreen (with the appropriate SPF for your child). Waterproof is recommended because of water activities.
2. Re-usable water bottle to take outside and on outings.
3. Change of clothing not only in case of an accident with younger students, but perhaps a food spill or “art project gone bad”.
4. Beach towel -will be sent home weekly.
5. Especially for the younger children, a small pillow for movie or rest time. Many of the younger students may require more down time than some of the older students. The pillow will also be sent home weekly for washing.
6. A basket/crate/tote of some variety to hold the items for your child. Preferably a clear tote with a lid would work best.
7. A book for any student 1st grade and above.
8. We will be utilizing the computer lab for educational games and activities. Each camper should have a pair of headphones left at the school in order to use the lab.
9. **Leave all electronic devices at home please.** If for some reason you feel that your child needs to have a cell phone with him/her, it must be checked in with staff and can be checked periodically throughout the day.

