



Piedmont Park Camp Fit 2012 Parent Handbook

General Information

- Camp Contacts:** Office 404.876.4024 x 326
PPC 404.875.PARK
E-mail mmoerlins@piedmontpark.org
or camp@piedmontpark.org
- Camp Location:** Camp Program Held at Dockside
Drop Off and Pickup at
Piedmont Park Conservancy Community Center
1071 Piedmont Avenue NE
Atlanta, GA 30309
- Camp Hours:** Drop Off 7:30am-9:00am
Camp Hours 9:00am-4:00pm
Pick Up 4:00pm-5:00pm
After-Care 5:00pm-6:00pm *Extra \$50 fee required
- Camp Sessions:** 6 Sessions weekly between 6/4/12 through 8/4/2012
*No camp week of July 4, 2012

Dress: This Summer Program is dedicated to sports and fitness, be sure to dress to sweat and move. Campers should come in athletic clothing and wear closed toe athletic style shoes. Flip Flops are not permitted. We will be spending as much time out-of-doors as weather permits so water bottles are absolutely necessary. Please send your camper with a full bottle to start the day. There are many opportunities throughout the day to refill bottles. We are swimming every day this summer! Please be sure your camper comes with swim attire (including a fresh towel and a bag to tote). We also recommend a change of clothes.

Lunch and Snacks: Campers must bring a lunch. Please **pack in a reusable**, but appropriate container, i.e. an insulated bag, as there is no space to refrigerate lunches and campers will have no access to a microwave. Please label all lunch bags and accessories. A morning snack, and afternoon snack will be made as a group every day as part of our healthy living curriculum. Please be sure to indicate food allergies on your registration. If you overlooked that email camp@piedmontpark.org to make sure that all special needs are taken care of.

What not to bring: Please help us by **not sending** the following with your child to camp: money, jewelry, electronics, cards (games or collectibles), fireworks, lighters, weapons, drugs, alcohol, cigarettes, or other inappropriate items. These will be confiscated. Valuables will be returned to parents at the end of the day when possible, however the conservancy is not responsible for any lost or stolen goods on the previous list.

Camp Codeword: Please write down your camp code word during your registration process and do not share with your child. To ensure this functions as a secure codeword only share it with those individuals you have approved to pick up your children from camp. The codeword enables us to release your child at the end of each camp day.



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Registration Policies

Registration and Payment Policy

- Register online via our website, www.piedmontpark.org. Click on the 'Explore Our Programs' tab and select the program from the left hand column. Each camp program page will display a link to online registration.
- We do not accept deposits on registrations. Payments must be made in full at the time of registration to guarantee your child's participation in camp.
- Please utilize our Early Registration period to insure the most economic option.
- No payments for camp are accepted during camp hours without special approval from the Education Programs Manager.
- For information on account management and camp receipts, please see the 'Help' section of our online registration pages.
- For additional assistance with online registration or questions regarding your account, please contact the Camp Office.

Registration Deadlines

- Early Registration ends **4/2/2012** and must be paid online with a credit card.
- The Regular Registration deadline for payment in full is **the Friday before the session for which you are registering.**
- Payment in person is by appointment only. Contact Camp Registrar or Camp Office to set up an appointment.

Cancellation, No-Show, and Absentee Policy

- Cancellations made three or more weeks prior to the week of camp will be granted without any penalty.
- Cancellations made with less than three weeks notice will incur a \$50 administration fee.
- If a camper misses three or more days of camp due to illness, we will refund the prorated amount of camp missed with a written doctor's notice.
- Campers missing all five days of camp due to illness will be refunded the full amount of camp minus a \$50 administration fee.
- Refunds are processed as they are received. Please allow up to four weeks for processing.
- Please contact the Education Programs Manager to facilitate any refunds or for questions concerning our policies.

Waiting List

- If you are trying to register for a full camp session, your child's name will automatically be put on our waiting list.
- In the event that another camper cancels, we will contact the first person on the list, etc. until we fill the space.



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Frequently Asked Questions

What is a typical day of camp like?

- Stretching and Warm Up Activities
- Swimming in our Aquatic Center
- Outdoor sports and activities
- Healthy Living and Eating Lessons and Activities
- Health and Fitness Journaling

Who are the Camp Counselors?

- Our counselors are a team of educators chosen based on their educational backgrounds and their experience working with youth in the areas of health and fitness.
- Counselors are at least 18 years of age and have passed background checks.
- Counselors are both CPR and First Aid certified.
- In addition to a team of counselors, Camp Fit is also led by a Fitness Instructor who holds Personal Training Certification and has experience working with youth.

How are the campers grouped?

- Campers will participate in both whole group (20 campers total) and gender divided activities

What do I do with my child's medication?

- All medications including over the counter and inhalers must be given to a staff member during check in daily.
- Please send only the amount of medication needed for that day with detailed instructions, along with the child's full name.
- Do not send medication with the child; we will confiscate and report any unauthorized medications found with the camper.
- If your child has severe allergies or conditions that require special attention, please contact us prior to camp to insure we are meeting all of your child's needs.

When do Campers Swim?

- Campers swim every day between the hours of 11 and noon.
- Please send swimming gear daily with campers including a fresh towel and a bag to tote.
- Swimming may be cancelled in case of inclement weather or unexpected pool closings. However, we will try to substitute comparable activities as necessary.

My child has a sibling who is too young/old for camp. Can they participate in camp?

We do not take children who are younger than the minimum age for our program, even with older siblings enrolled. We do this to ensure that all participants get the most out of their experience at camp. Our activities are designed with our selected age group in mind, and our counselors are dedicated to giving all campers their attention.



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Camper Drop Off and Pick Up Procedures

For your child's safety please follow these procedures for picking up and dropping off:

1. You may drop your camper/s off any time between 7:30am and 9:00am.
2. Pull into line directly behind the Community Center (see map on last page of handbook).
3. Please stay in your vehicle and continue to move forward until a staff member tends to you.
4. Please have your child enter and exit the car from the passenger side of the vehicle.
5. During drop off the parent must stay until we check your child in to camp.
6. To take proper attendance, all late drop-offs must call the camp phone (404.397.4677) you're your child's group is not close we will instruct you to drop off your camper with program staff through the camp office located at the front of the Community Center next to Quattro restaurant. Your camper will be connected with his or her group as soon as possible.
7. Campers will not be released unless the appropriate Codeword is given at time of checkout
8. **Please Carpool!** If you are picking up several campers, you must give the codeword for each camper. Notes are not necessary and cannot be substituted for the appropriate camp codeword.
9. **Help us all breathe easier by not idling during these times; Please turn off your vehicle to improve the air quality directly influencing camp.**
10. Please be patient during this process. We will check in and check out on a first come first served basis and will get to your car ASAP.
11. All Walk-Up camper pick-ups are also conducted at the back door. Parents are asked to refrain from approaching camp from any other entrance or attempting to contact children before they provide a code word. This is strictly enforced to maintain the safety of our campers.

Early Pick Up

If you need to pick up a camper between the hours of 9am and 4pm please be sure to call the camp phone (404.397.4677). We will need at least 30 minutes notice to bring your camper back to the Community Center for early pick-up. We can best accommodate you if you let us know ahead of time that your child will need early pickup. Please inform the counselor at drop off so that they can make sure that your child is available when you need them.

Late Pick Up

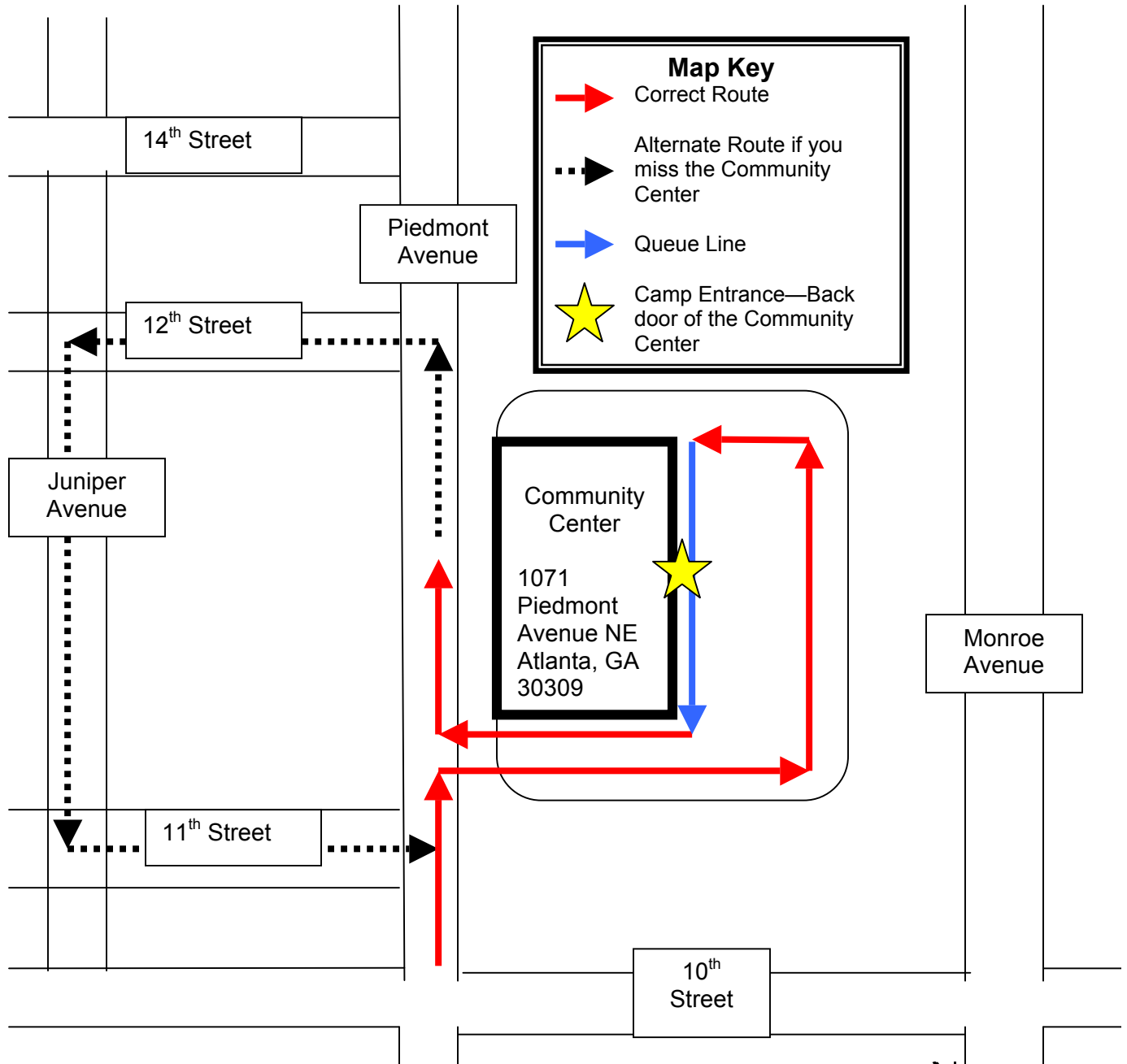
Camp pick-up ends at 5:00pm sharp. (For later pick-up, see 'After Care' below.) Any pick-up between 5pm and 5:30pm will accrue a \$10 penalty per day per child picked up late. If picked up later than 5:30pm an additional \$1 per minute per child will be assessed. If a camper has not been picked up and the parents have not contacted us by 6:00pm, late fees must be paid at pickup. Frequent late arrival without prior arrangement may lead to removal from the program.

After Care

Campers may be registered online for our optional After Care Program at an extra \$50 per camper per week, which enables parents to pickup as late as 6:00pm. If picked up later than 6:00pm Late Pick Up Procedures (see above) apply. If you need to add your child to aftercare for a selection of the days during the week after you have completed your registration, you are welcome to do so. Contact the Education Programs Manager to finalize registration.



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Phone Numbers	
Office	404.876.4024 x.326
Camp Cell	404-397-4677

***Map not drawn to scale**

