

HOURS OF OPERATION

The hours of operation for SCH camps are Monday-Friday, 7:00 am to 6:00 pm.

Camp Session

8:45am – 3:15 pm

Pre-Care

For early drop off, our pre-care service begins at 7:00 am and will help our campers get motivated and ready to start their camp experience. Parents are welcome to send an early morning snack. No food will be available until lunchtime.

Pre-care hours are 7:00 am – 8:30 am.

COST: \$15

After-Care

For late pick-up, our aftercare service begins at 3:45 pm. After-care is available to parents who are unable to pick-up their children at 3:30.

Aftercare hours are 3:45 pm -6:00 pm. Every 15 minutes after 6:00 will cost an additional \$15.

COST: \$20

SCH CONTACT INFORMATION

Reservations	281-283-4755
Reservations Fax	281-283-4766
Director of Education	281-244-2146
Education Specialist	281-283-4751
Day Camps' Program Asst.	281-244-2142
Education Fax	281-283-7724

AGE REQUIREMENTS

SCH camps are offered for the ages of 4-14. Camps and all activities are designed to be age-appropriate. Any registrants under the age of four will not be accepted.

SPECIAL NEEDS CHILDREN

SCH will make every possible effort to provide reasonable accommodations for the safety and enjoyment of **ALL** children. Parents of special needs children should contact SCH Education Specialist to discuss reasonable accommodations. Although staffing limitations may preclude some children from full participation, we will make every attempt to accommodate children with special needs in the SCH Day Camp Program.

CAMP ATTIRE

Students should dress in comfortable clothing and closed toe shoes. Parents may wish to bring a light jacket or sweater as some classrooms can be chilly.

LUNCH & SNACKS

Students will make their own menu choices from those provided in SCH Zero-G Diner. Accommodations are made for those with allergies or special dietary needs.

ABSENCES

If your child will not be attending camp on a specific day, please notify Reservations in advance. If the absence is due to illness, please call by 9:00 am. Scheduled absences should be made by submitting an Absentee Form at least 48 hours prior to the date missed. Credits are administered for sick days with a physician's note. Credits are valid for up to 6 months after the date issued,

HEALTH & ILLNESS

We are concerned with the health and well being of all children and adults who have contact with your child throughout the day. We request that you keep children who are potentially infectious at home. If you have any doubts in the morning about your child's health, please keep them home. Please call the Reservations Office by 9:00 a.m. so we are able to record your child's absence and provide any appropriate credits.

Medication Administration

SCH First Response will only administer medications provided by the parent. Permission must be obtained from the parent for each individual dose of **over the counter** drugs. **Prescription drugs** must have a current label with the prescribing child's name, the specific period of time that the drug may be administered to the child, and the dosage.

Basic First Response

- First Response include(s) cold compress, band-aids, and soap & water to treat bumps and abrasions
- Sunscreen, bug repellent and regular skin hydrating lotion will be used as needed and with parents' permission.

Communicable and Infectious Diseases

Participants who display symptoms of communicable and/or infectious disease will not be allowed to camp. Such symptoms may include:

- Vomiting and/or diarrhea in the 12 hours prior to scheduled time to attend the center
- Temperature of 100 degrees or greater
- Persistent yellow thick mucus
- An uncontrollable or persistent cough
- Pink eye that hasn't been treated
- Strep throat which has not been treated with an antibiotic for 24 hours
- Any rash of acute onset associated with fever or symptoms of illness
- Impetigo with less than 24 hours of treatment with an antibiotic
- Head lice or scabies that has not been treated

If a child displays any of the above symptoms, we will take all steps possible to see that he or she is kept quiet and comfortable until a parent or authorized person can take him/her home.

WHEN YOUR CHILD HAS ANY OF THE ABOVE CONDITIONS, YOU WILL BE REQUIRED TO PICK THEM UP WITHIN ONE HOUR OF BEING NOTIFIED.

Parent Notification

The parents of all registered children will receive written notification sent home with campers should a case of an outbreak of any of the following conditions occur: strep throat, impetigo; measles, mumps, rubella, chicken pox; pinworms; head lice, scabies, pink eye or any other highly contagious disease or virus. Staff will call parents immediately if their child:

- Bites or is bitten with a skin break
- Falls and hits their head hard
- Has an obvious mark on their head or face
- Is lethargic or hurting
- Becomes sick or develops a fever
- Is involved in an injury needing to be assessed by the local clinic
- Is involved in an injury which the Emergency Medical Service (EMS) is called

Returning After An Illness

A child who has had an infectious or communicable disease may return to the program in the time periods listed below. The Director may request a doctor's note stating that the child presents no risk before returning to camp.

- **Chicken pox:** Five days after the last blister has scabbed
- **Pinworm:** After 48 hours of being on medication
- **Strep throat:** After 24 hours of being on an antibiotic
- **Head lice:** Signed release from a medical practitioner stating child is free of eggs, nits, and mature lice
- **Any others:** Must be discussed with the Administrator/Lead teacher
- Fever free for 24 hours

LATE ARRIVALS/EARLY DISMISSALS

Please inform SCH no later than 9:00am of late arrivals. Inform staff in writing at Camp Check-in of early dismissals. Participants won't be allowed to "make up" missed time.

REFUNDS & CANCELLATIONS

Refunds are not made for early dismissal, failure to attend, absences, or sick days. Cancellations must be made in writing. For a full refund, you must cancel at least **2 weeks** before the first day of the camp for which your child is registered. No refunds will be given after this date. Cancellations requested in writing 48 hours in advance will receive a credit that must be used within the allotted 6-month timeframe.

Session Cancellations

Camps with insufficient enrollment will be canceled at least 2-weeks prior to camp start date, and an alternative camp will be made available.

DISCIPLINE/MISCONDUCT

Creating a safe environment is essential to our program. Disruptive behavior, physical aggression, violence, disrespectful behavior towards others or their property, theft or possession/use of dangerous items will not be tolerated and could result in immediate dismissal from the program. No refunds will be administered for early dismissal/suspension. Damage to equipment due to misbehavior will be the expense of the parent.

Camp Rules & Consequences

Children are expected to display appropriate behavior at all times. To assure the maximum enjoyment of the program by all participants, your child is expected to:

1. Be polite, courteous, and respectful to all participants, staff, and nature at all times.
2. Refrain from causing harm to self, other participants, and staff.
3. Use equipment, supplies, and facilities properly.
4. Stay with the group.
5. Listen quietly while others are speaking and wait for permission to speak.
6. Follow directions the first time they are given.

Failure to comply with camp policies and procedures will result in the following **consequences**:

1. Verbal warning
2. Redirection of camper or Time out: the child is removed from the activity (but not from the vicinity) for duration of up to one minute for each year of the child's age.
3. Ed 1 Counselor called
4. Parental Involvement: if the child has difficulty controlling themselves, the parent will be contacted to intervene.
5. Suspension/expulsion: if problems persist or the behavior is severe (such as causing intentional harm to others or consistent disruptions of camp activities), the child will be removed from the program for the day or the rest of the week and a refund will not be issued.