



# The Salvation Army Boys & Girls Clubs of Davidson County

## SUMMER DAY CAMP 2024

**“Great Summers & Futures Start [Here](#)”**



## PARENT MANUAL

Revised = Thursday, February 22, 2024

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## **SUMMER DAY CAMP - GENERAL INFORMATION**

**Camp Address:** 309 Etta Lane, Thomasville, NC 27360

**Time:** **7:30 A.M. – 5:30 P.M.** (Monday through Friday)

**Dates:** **June 10th – August 16th** (We are closed June 19<sup>th</sup> and July 4<sup>th</sup> & 5<sup>th</sup>)

**Ages (by Grade Level):** 5 to 14 years of age (or K-8<sup>th</sup> grade levels)

**Registration:** There are 75 available slots to start the summer program. They will be filled on a first come first serve basis. Once the program is filled, a waiting list will be kept for those desiring to wait for additional spot openings.

**Commitment:** Parents/guardians are responsible for and accountable for all the information given in this manual. Parents/guardians are required to sign and submit the last page of this manual and submit it to our staff upon the first day their child attends our camp.

**Questions:** Parents/guardians are encouraged to reach out to one of our staff members below with any questions about our summer camp program, or for general information about our club.

**Getting Involved:** We encourage parents to volunteer a day in our clubs. If you are interested in assisting for a day, please see our staff to schedule a day that will work for you.

**Club Website:** [www.davidsoncountybgc.org](http://www.davidsoncountybgc.org)

**Club Facebook:** [www.facebook.com/DavidsonCountyBGC](http://www.facebook.com/DavidsonCountyBGC)  **Like us on:** **facebook.**

\*We ask that all parents like, follow, and stay engaged with our Facebook page. You will find postings with pictures of your kids participating in our programs and other important Club news.

### **Club Contacts:**

**Stacie Lowery/Program Site Coordinator ~ 336-472-7800 ext 1**

**A’Kaila Covington/Youth Development Professional ~ 336-472-7800 ext 1**

# **MISSION STATEMENTS**

## **The Salvation Army**

**“The Salvation Army, an International Movement, is an evangelical part of the Universal Christian Church. Its Message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the Gospel of Jesus Christ and to meet human needs in his name without discrimination.”**

## **Boys & Girls Clubs of America**

**“To enable all young people, especially those who need us most, to realize their full potential as productive, responsible and caring citizens.”**

# **CORE VALUES**

## **COMPASSION**

Compassion ..... Consideration ..... Giving  
Sharing ..... Kindness ..... Loving

## **RESPECT**

Autonomy ..... Privacy ..... Dignity  
Courtesy ..... Tolerance ..... Acceptance

## **TRUSTWORTHINESS**

Honesty ..... Integrity  
Loyalty ..... Promise-Keeping

## **RESPONSIBILITY**

Accountability ..... Alert  
Awareness ..... Pursuit of Excellence

## **FAIRNESS**

Standards ..... Procedural ..... Unity  
Impartiality ..... Consistency ..... Equality

# SUMMER DAY CAMP 2024

## Program Information

**Contact Info:** Please ensure we always have up to date contact numbers for emergency purposes.

**Absences:** If your child will be out for a day, please notify our staff so they can plan programs accordingly. *Absences do not affect program fees, as they are what holds a child's spot in our program.*

**Medical/Covid19 Info:** For safety purposes, parents must inform us of any special conditions related to your child's health and wellbeing (i.e. allergies, dietary needs, medications, asthma, diabetes, seizure disorders, behavior disorders, physical disabilities, learning disabilities, fears, other).

We no longer check the temperatures of club member's upon arrival, but we reserve the right to do so for any child not feeling well or who may be showing signs of illness. In such cases, a staff member will use a handheld no-touch thermometer to take a child's temperature to verify the child is not running a fever. Children who have a fever of 100.4 F (38.00C) or above or show other signs of illness including, but not limited to shortness of breath, rapid breathing or difficulty breathing (without recent physical activity), cough, flushed cheeks, fatigue, or extreme unusual fussiness will not be allowed in the facility around other children and must be picked up. For all children with a fever of 100.4 F (38.00C), or who show flu-like symptoms, we ask that they be tested for Covid19 or at least provide a doctor's note to our staff verifying the cause of the illness and that they are cleared to return. Returning children must have shown a reduction in symptoms and have been fever-free without fever reducing medication for at least 24 consecutive hours in order to return. If a club member begins showing COVID-19 symptoms after being dropped off or at any other point while participating in our program, the club member will calmly be taken to a separate program space away from his/her peers and we will call the parent/guardian for immediate pick-up. Please note that our Covid19 policies are based on local health department guidance or CDC guidelines, and thus are subject to change as updated guidance is made available.

Also please note that if a child is found with head lice, we will contact the parent for early pick up. Once treated, a doctor note is needed to clear the child to return to our club.

**Report Cards:** Due to our program grant reporting requirements, **we must have each child's 4th quarter school report card by no later than June 14<sup>th</sup>.** This information will always stay confidential.

**Schedule of Events:** All parents will receive a schedule of field trips, along with any costs. Parents should always check the Remind App for any possible schedule changes. **ALL parents must download the Remind App before submitting their application.**

**Program/Activities:** A schedule of activities will be provided to you before the start of summer camp. Please also keep in mind that The Salvation Army is a church and as such, our Boys & Girls Clubs will run Christian based programming. It is our desire to place God first in everything we do!

**Meals:** With support of our local school systems, we will be offering breakfast and lunch for children attending our summer camp program for full days. **If the schools for any reason cannot provide meals, parents will be notified in advance in order to pack their child's lunch (and breakfast if necessary).** **Please note that any child eating breakfast will need to be here by no later than 8:20 am each morning.** Afternoon snacks may be provided at times, depending on availability, but parents may want to consider providing one to ensure their child gets a snack each afternoon.

**Drop off/Pick up:** Please do not drop your child off before **7:30 am**. Children must be dropped off no later than **8:45 am** to allow our staff to safely account and plan for that day's activities. You are required to sign your child out each day. Due to safety concerns, your child will only be released to people who are authorized and listed on their application. Until our staff knows you, you will be asked for a picture I.D. when picking up. For safety reasons, we cannot leave a child at a field trip or offsite location to be picked up after we leave.



# Summer Day Camp Payment Information

**Important Note:** If your child has attended our after-school program and you are not current with your payments, your child will not be able to attend our summer day camp program.

**Membership Fee:** If your child is a new member or has to renew their membership, a **\$15.00 BGCA membership fee per child** will be charged at the time they are registered.

**Program Fee:** The program fee helps to cover our staffing and program costs excluding field trips. The program fee per child for the 2024 Summer Day Camp will be **\$500**. Parents, if needed, may break this amount up into 2 installments of **\$250**, with the first installment of **\$250** being due by Friday, June 7<sup>th</sup>, and the second installment of **\$250** being due by Wednesday, July 3<sup>rd</sup>. An **early bird discount** of **\$100** off per child applied if the full **\$400** is paid by May 3<sup>rd</sup> for the whole summer. No child may be enrolled into our Summer Day Camp until at least their account's first half installment is paid in full. At this time, we are asking that all summer payments to be made over the phone or in person with credit/debit cards only. Any parent/guardian not able to meet this request must speak to Unit Director Stacie Lowery to resolve the issue before enrollment.

Any child's account that gets behind is subject to a \$15 late fee per club member. If the fee is not paid and the account is not brought current within one week of the due date, your child will be dropped from the program. Please communicate any payment issues you may have with the club unit director before the due date. **Nonpayment and a lack of communication from parents concerning their child's fees will result in their child being dropped from the program.**

**Scholarship Rates:** Discounted scholarship rates are granted on a need base only. To apply, parents should fill out a scholarship application and bring proof of income and expenses for everyone in the household. The application will be reviewed by our administrative staff and if approved, you will be notified by the unit director. Falsified/withheld information will result in automatic denial of the scholarship. All scholarship applications, with supporting documents, must be returned within 5 days. Scholarship rates cannot be combined with any other discounts or promotions (e.g. early bird).

**Field Trips:** We will offer offsite field trips. Examples include science museums, zoos, nature farms, swimming, miniature golf, skating, baseball games, and more. For any trips we do take, the cost will vary per trip but usually is in the \$1-\$20 range per child. Please note that ALL field trips are to be paid in cash only and can be paid weekly or daily. Any weekly payments must be broken up for each daily activity. Please see our summer schedule of activities for more specific costs.

**Pick Up Time:** Summer Day Camp closes at 5:30pm each day with a requested pick-up time of 5:15pm. This pick-up time helps to give our staff enough time to clean in the evenings and keep our facilities safe. A late fee of \$5.00/minute will be assessed for each child not picked up by 5:35pm. This fee must be paid by the day of the late pickup or the following day upon arrival. Habitual lateness in picking up children will result in your children being dropped from the program.

**Parent "Remind App" Download-** All parents must download the "Remind" app to be sure they will receive any important club announcements. Instructions for downloading the "Remind" app are below:



- 1) Find and download the Remind app in Google Play/Apple Store on your smartphone
- 2) After you download the app, please enter 81010 or @bgcada
- 3) Register as a Parent

Please note that downloading the "Remind App" is mandatory in order for your child to attend our program.

# **Club Behavior, Discipline, & Code of Conduct Policy**

## **Behavior**

Children need daily guidance in their behavioral training. Remember everyday your child is asking the question, “What is the right thing to do?” As television, radio, the media, music, and the school system sends mixed answers, it becomes very difficult for your child to understand what’s right and what’s wrong! This affects their behavior in every way. The Salvation Army Boys & Girls Clubs needs your help and understanding in this area as we try to teach your child the values and principles that Jesus taught us in His Word, the Bible. Remember that the behavior of a child greatly affects those around them. For this reason, appropriate warnings for misbehavior will be given and we need your support when we come to you to discuss whatever actions took place with your child.

## **Discipline Actions**

### **Disciplinary Actions & Consequences**

Minor misbehavior is handled with disciplinary actions depending on the situation. All discipline issues will be handled on an individual basis. Any member who disrupts programs or creates a dangerous situation will be given consequences for their actions. Members who do not follow rules can expect to lose privileges and face consequences. Disciplinary actions may include, but are not limited to, the following:

- Verbal coaching/re-teaching behavior
- Time-out
- Suspension from program area
- Loss of Club privilege
- A writing consequence
- Club service projects
- Suspension (one day or more)
- Indefinite suspension (until the situation can be resolved or the parent/guardian is consulted)
- Expulsion (i.e. permanent suspension – membership revoked)
- Contacting the proper authorities

Please note that we will always try to first handle disciplinary issues in the Club before suspending a child out of the Club, which usually will mean an in-club consequence for the child and a documented write-up warning given to the parents in order to give the child a chance to correct their behavior. But if the child’s behavior does not improve, or if there is a lack of respect for our staff, the next step will be a suspension out of the club. Our staff will determine the number of days warranted for the suspension based on the severity of the child’s action. Certain actions, such as fighting, bullying, hazing, or inappropriate touching will most likely result in an out of Club suspension based on the first offence. We appreciate your understanding in this matter.

## **CODE OF CONDUCT**

The safety of our Club members is one of our highest priorities. Our standards and expectations exist to ensure that your child and every other child at the Club can safely enjoy the activities and programs. They include:

- Respect yourself and of other members and their property
- Play fairly and be honest
- Applaud the efforts of others
- Avoid inappropriate language and say only good things about others
- Be respectful of the Club staff members
- Resolve disagreements in a positive way
- Running is reserved for the gym and outside
- Listen during appropriate times and assemblies
- Tobacco, drugs, alcohol and weapons are prohibited
- Take care of the Club building, grounds & equipment

## General Code of Conduct

- Club members will be signed in and out each day
- Food and drinks will be consumed in the appropriate areas
- Club members are allowed in supervised areas only
- Club members are responsible for neatly hanging up their jackets, school bags and other belongings in the proper designated area.
- Fighting is not permitted on Club grounds or at Club events and results in an automatic club suspension.
- Swearing is unacceptable
- Club members are responsible for picking up after themselves and respect all Club equipment and materials.
- Club members are to be respectful, responsible, safe and kind

Harmful threats, harassing, touching, taunting of others, fighting, bullying, and any illegal behavior are unacceptable and will not be tolerated at the Boys & Girls Club.

## Club Rules

- Respect yourself, other Club members, and Club staff members. Please note that while our goal is to handle discipline issues in the club first, our staff reserves the right to suspend a child who is being disrespectful or defiant at their discretion. If disrespect is allowed in our clubs, it will spread to other children who may think it is acceptable. Swift discipline in this area helps to keep our clubs a positive place for kids as well as the staff.
- Keep hands, feet, and hurtful words to yourself.
- Have fun!

## Transportation Rules

While on the Bus our members must...

- Speak softly and listen to and obey the driver/staff's instructions
- Not have any Food, beverage, candy, or gum, unless approved by our staff.
- Keep hands and hair inside the bus
- Sit in seat and remain seated, facing forward and not in the aisle.
- Never throw anything or leave trash.
- Always be quiet for railroad crossings and when backing up.
- Not puncture, stab, or draw on the seats.

## Ten Club Commitments

While it is essential that parents read and discuss all of our aforementioned club rules and policies with their child and ensure that they properly understand them, the following list, called the "Ten Club Commitments" are a condensed easy-to-remember set of rules that our staff will cover with your child and they will be expected to adhere to while in our Club.



### The Ten Club Commitments



- 1) I will show kindness, love, and respect to myself, other kids, and to all Club Adults.
- 2) I will keep my hands, feet, and hurtful words to myself.
- 3) I will never take anything that doesn't belong to me.
- 4) I will tell a staff member immediately if anyone is hurting me in any way.
- 5) I will respect all Club equipment, supplies & programs.
- 6) I will pick up after myself and keep my Club area clean.
- 7) I will never eat or drink around laptops or video games.
- 8) I will never curse or use bad language in my Club.
- 9) I will learn new things in my Club.
- 10) I will have fun in my Club!



## **Dress Code**

Youth should dress comfortably in clothes that allow for participation in typical Club activities & programs.

- Backpacks may not be carried around inside the Club unless going to the Learning Center Areas.
- To participate safely in activities, we encourage, and require some instances, wearing tennis shoes and socks.
- Revealing clothing cannot be worn at the Club. Shorts must be worn underneath skirts/dresses.
- Shorts and skirt hems should touch your fingertips when your arms are relaxed at your side.
- Youth must not wear any shoe or sandal that does not have a closed or secured heel. Flip flops are to be used only at swimming pools and/or water parks. Also, if crocs are worn, they must be worn in sports mode.
- Refrain from wearing any clothing that contain derogatory words, pictures, images, signs, symbols, or innuendo references to drugs, alcohol, sex, gangs or gang related activities, guns, foul language, or racist/sexist terms.
- Girls must wear one-piece/tankini bathing suits or ones approved by our Staff.

Any failure to adhere to the dress code policy will result in a child's parent being called to arrange the proper clothes to be brought to their child for changing. If proper clothing cannot be brought, the child will be subject to being held out of Club activities and/or sent home for the day. The child will not be allowed to return to the Club if wearing clothes that violate our dress code policy.

## **Property Maintenance & Responsibility**

Teaching respect for other's property is a virtue taught. Therefore all club members may be asked to assist daily in the cleaning and maintenance of club property: Classroom, gym, activity spaces, bathrooms, vehicles, and outside areas. Destruction of club property will have an automatic suspension until the item is replaced or payments are arranged to replace the item. Members must use caution with any personal valuables while at our Club. (i.e. phones). We ask that they be left at home and may ban such things at any time depending on a youth's behavior in using them. They are not to pass them around to their friends without the permission of a Club staff. Our Club staff are not responsible for any lost, broken, or stolen valuables brought to our club.

## **Disciplinary Actions & Consequences**

Minor misbehavior is handled with disciplinary actions depending on the situation. All discipline issues will be handled on an individual basis. Any member who disrupts programs or creates a dangerous situation will be given consequences for their actions. Members who do not follow rules can expect to lose privileges and face consequences. Disciplinary actions may include, but are not limited to, the following:

- Verbal coaching/re-teaching behavior
- Time-out or Suspension from program area
- Loss of Club privilege or a writing consequence
- Club service projects
- Suspension (one day or more)
- Indefinite suspension (until the situation can be resolved or the parent/guardian is consulted)
- Expulsion (i.e. permanent suspension – membership revoked)
- Contacting the proper authorities

## **Children with Special Requirements**

To make sure your child is safe and has positive, meaningful and engaging opportunities while at our Club, our staff member to child ratio is 1 to 18 or less. Keeping that ratio in mind, if your child needs assistance with personal cares, has physical restrictions, or if there are behavioral concerns that would require your child to have a personal assistant, it is the responsibility of your family to provide that one-on-one assistant while your child is participating at the Club. These personal assistance persons must also complete a Salvation Army a background check and our Safe From Harm Training.

## **PBIS - Positive Behavioral Interventions and Solutions**

Currently our Club members are being taught, assessed and rewarded when demonstrating acts of being safe, respectful, kind and responsible. These four qualities, while being taught on a daily basis, are our expectations for behavior while your child is at the Club.



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MOST GOOD<sup>SM</sup>



BOYS & GIRLS CLUBS  
OF DAVIDSON COUNTY

## Parent and Member BYOD Policy

There will be select program times during the Summer Camp where our club members will be allowed to bring and use a personally owned electronic device from home. For this reason, The Salvation Army Boys & Girls Clubs have adopted a Bring Your Own Device (BYOD) Policy. This policy allows members to bring their laptops, tablets and/or smartphones to the Club for educational use in our facilities. However, members are NOT required to bring their personal technology to the Club. All members will be able to continue to use our Club technology equipment, and no member will be left out of a program if they do not have a personal device. If you would like your child to use a personally owned electronic device within The Salvation Army Boys & Girls Club, please read, sign and submit this agreement to Club staff as a part of your child's member application.

1. In order to use the Boys & Girls Club Bring Your Own Device (BYOD) services (including the wireless network), members and parents must review and sign the BYOD Acceptable Use Policy (Included in Member Application). This is considered a legally binding agreement.
2. Members will take full responsibility for their devices and keep them with them at all times, unless specifically instructed by staff otherwise. Members may not lend their devices to anyone. The Club is not responsible for the security of the devices or loss/damage/theft of a personally owned device.
3. Members are responsible for the proper care of their personal devices, including any costs of repair, replacement or any modifications needed to use them at the Club.
4. Members should only use their devices to access services, networks or files relevant to Club-sanctioned or approved programs. Members should only use the features of their devices, including, but not limited to, taking or transmitting pictures, videos, location information or other features in accordance with approved programs.
5. Members may not use their devices to record, transmit or post pictures, videos, or other information of or about a person or persons at the Club. Nor can any images, videos, or other information recorded at the Club be transmitted or posted at any time without the express permission of Club staff. Members are NOT allowed to take out their personal devices in private areas such as bathrooms/changing rooms for ANY reason.
6. Members must use the Club's secured wireless network. Use of cellular (e.g., 3G, 4G, 5G) wireless connections is not allowed.
7. The Club reserves the right to inspect a member's personal device. Parents/Guardians will be notified and allowed to be present before any such inspection takes place. Parents/Guardians are free to refuse to allow Club staff to inspect a device; however, that member may be barred from bringing personally owned devices to the Club in the future. This decision will be at the Club's discretion.
8. Members must only use their personal devices at the specific program times designated by the Club staff. Members must also comply with staff requests to shut down, turn off, or put away devices when asked. Failure to do so may result in consequences for the Club member, such as activity suspensions and/or other consequences as defined in the "Discipline Procedures" section of our parent manual. Failure to comply may also result in the child being barred from bringing personal devices in the future.
9. Violations of any Club policies, administrative procedures or Club rules involving a member's personally owned device may result in the loss of use of the device at the Club and/or disciplinary action.



## 2024 Summer Day Camp Parent Manual- Acknowledgement of Understanding

I have read, understand, and agree to comply with the terms of this manual concerning The Salvation Army Boys and Girls Club's policies and procedures. I also agree to take full responsibility for communicating this information to my children or any other parent/guardian/family member whom this information would be applicable to. I understand that a violation of this policy may result in disciplinary action, including possible revocation of membership, termination and civil and criminal penalties wherever applicable.

I understand that the club will **open at 7:30 AM** each morning. I understand that I may not drop my child off before this time and must have them at the club by no later than **8:45 AM**. I agree to review my child's summer schedule and speak with the club unit director to find out each day's activities and make my drop off arrangements accordingly. I agree that I have read and will adhere to the 12 guidance steps of the Coronavirus/COVID-19 Parent Commitment Form that is included in my child's application. I understand that the club will close by 5:30pm each day. I understand that it is recommended that all children be picked up by 5:15pm as the club staff will be using the end of the day for club cleanup. I understand that any children still at the club after 5:35pm will be subject to a late fee charge of \$5 a minute per child. I agree that all of this information has been clearly communicated to me. I agree to take responsibility for relaying this information to anyone I list on the approved pickup list of my child's application.

I understand that no club staff or volunteer will be held responsible for administering any medications to my child. If my child needs to take any medication, doctor prescribed or not, I accept that it is my responsibility to communicate with my child that he or she must manage and administer their own medication to themselves as needed. If I believe that my child is not capable of being responsible for their own medication, then I understand that I, or another approved parent/guardian must travel to my child's location to directly administer the needed medication.

\_\_\_\_\_  
Applicant's Printed Name

\_\_\_\_\_  
Parent/Guardian's Printed Name  
(required for applicants under 18)

\_\_\_\_\_/\_\_\_\_/20\_\_\_\_  
Parent/Guardian's Signature and Date  
(required for applicants under 18)

\_\_\_\_\_  
The Salvation Army Signatory's  
Printed Name

\_\_\_\_\_/\_\_\_\_/20\_\_\_\_  
The Salvation Army Signatory's  
Signature and Date

**GREAT FUTURES START HERE.**