



# KROC CAMP

## Parent Acknowledgements

**PLEASE CHECK EACH BOX AS APPROPRIATE:**

- I UNDERSTAND ALL INFORMATION IN THE SUMMER 2026 KROC CAMP PARENT & CAMPER HANDBOOK.
- I UNDERSTAND THAT A LATE FEE WILL BE ADDED TO MY CHILD'S ACCOUNT FOR LATE PICK-UPS.
- MY CHILD AND I UNDERSTAND THE KROC CAMP BEHAVIORAL EXPECTATIONS AND DISCIPLINE POLICY.
- I WILL PROVIDE MY CHILD'S BIRTH CERTIFICATE AND RECENT PHYSICAL BEFORE MY CHILD MAY ATTEND CAMP.
- I UNDERSTAND KROC CAMP IS CLOSED ON JULY 3, 2026, IN OBSERVANCE OF INDEPENDENCE DAY.
- I UNDERSTAND THAT EACH CAMP WEEK MUST BE PAID IN FULL 7 DAYS BEFORE IT BEGINS. IF PAYMENT IS NOT COMPLETED ON TIME, MY CHILD'S REGISTRATION FOR THAT WEEK WILL BE CANCELLED, AND THE SPOT WILL BE OFFERED TO A WAITLISTED FAMILY.
- I UNDERSTAND THAT \$35 OF EACH CAMP WEEK IS NON-REFUNDABLE.

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**PARENT/GUARDIAN NAME**

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**PARENT/GUARDIAN SIGNATURE**

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**DATE**

**YOU  
BELONG  
HERE**



# **KROC CAMP**

## **SUMMER PARENT & CAMPER HANDBOOK**

**JUNE 08, 2026 - AUGUST 14, 2026**



**THE KROC CENTER  
1401 BALLENTINE BLVD.  
NORFOLK, VA 23504**



# WHO ARE WE?

Welcome to Kroc Camp at The Salvation Army Ray and Joan Kroc Corps Community Center. Our camp counselors are looking forward to spending fun-filled days with your camper. Our goal is to provide a safe, positive environment where your camper can make friends and develop skills through fun and engaging activities. We are dedicated to helping our campers grow through challenges that build knowledge, confidence, and self-esteem. Please read this guide carefully, as it outlines the policies and procedures that help us foster this environment and create a positive experience for everyone. This guide is meant as a resource for parents to use throughout the camp session. However, please do not hesitate to contact the Kroc Camp leadership team if you have questions or concerns.

## THE SALVATION ARMY KROC CENTER MISSION

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.

Kroc Camp provides children the opportunity to engage in fun-filled activities in a safe and positive Christian faith-based environment in a state-of-the-art facility. Our program promotes the development of the whole child: spiritually, mentally, physically, and emotionally through structured group activities to improve socialization and boost self-confidence.

## STATEMENTS OF BELIEF

Kroc Camp is proud of its inclusive environment, one in which camp can indeed be for everyone, regardless of race, religion, or varying abilities. To fully embrace inclusion and acceptance of all, we believe that:

1. Every child can make friends.
2. Every child can participate.
3. Every child can be successful.



# CONTACT INFORMATION

The Salvation Army Ray & Joan Kroc Corps Community Center  
1401 Ballentine Blvd. Norfolk, VA 23504



LaChrisha Eley  
Children/Youth Activities Coordinator  
757-622-5762 ext. 64343  
LaChrisha.Eley@uss.salvationarmy.org



Marleen Brewster  
Art & Education Manager  
757-622-5762 ext. 64341  
Marleen.Brewster@uss.salvationarmy.org

## ESSENTIAL KNOWLEDGE FOR CAMP

**CAMP DATES - JUNE 8, 2026 - AUGUST 14, 2026**

**\*NO CAMP FRIDAY, JULY 3, 2026**

Monday-Friday

Time: 9:00 AM-4:00 PM

Ages: 6-12

### REQUIRED PARENT ORIENTATION

May 30: 11:00 AM

June 2: 6:15 PM

### **PRICES PER WEEK**

Members: \$125 | Nonmembers: \$150 | Tier 1, 2, and 3 Members: \$100

Before Care: 7:00–9:00 AM, \$20 | After Care: 4:00–6:00 PM, \$20

\$35 Holding Fee per week to reserve your child's space - the Holding Fee will be subtracted from the total weekly price and is **non-refundable**.

**Please contact the manager or coordinator with any camp-related needs or concerns.**



# KROC CAMP

## DROP-OFF PROCEDURES

Families **must** park in a parking space and escort their camper(s) into the building. **Please do not park in the loading zone in front of the building.** Parents/guardians must bring the camper to the Kroc Camp attendance table located on the right side of the building down the main hallway. A parent or guardian must sign the camper in via the Kroc Camp Attendance sheet. *Campers who are not enrolled in before care may be signed in no earlier than 9:00 AM and no later than 10:00 AM.*

## PICK-UP PROCEDURES

Kroc Camp ends at 4:00 PM. Families **must** park in a parking space and walk into the building for pick up. **Please do not park in the loading zone in front of the building.** Parents/guardians must sign the camper out via the Kroc Camp Attendance sheet at the attendance table. *Please call in advance for early pick-ups before 3:30 PM.*

Adults must present a current picture I.D. when signing campers out. Only those listed on the Kroc Camp Pick-up form will be allowed to sign campers out. Valid forms of I.D. include a valid state-issued identification card or driver's license, military identification card, or passport.

Only the parent who enrolled a camper in Kroc Camp is approved to make changes to the list of individuals authorized or NOT authorized to sign out a camper. I.D. is required.

## LATE PICK-UP

We understand that things come up, and traffic in our area can sometimes be challenging. Please be considerate and notify the Kroc Camp staff if you run late picking up your child from Kroc Camp. Campers should be picked up no later than 4:00 PM. Parents/guardians will receive one warning if they pick up their child after 4:00 PM. After one warning, a \$15 fee will be assessed for every 15 minutes past 4:00 PM. Excessive tardiness for pick-up may result in expulsion from Kroc Camp.

## BEFORE CARE

Will take place from 7:00-9:00 AM on camp days. Campers can be dropped off in our Child Watch room to the left of our Welcome Desk.

## AFTER CARE

Will take place from 4:00-6:00 PM on camp days. Campers can be picked up in our Tween Room down the hallway to the right of our Welcome Desk.

# KROC CAMP

## COMMUNICATION

### CONTACTING YOUR CAMPER

We understand that urgent situations arise. If you ever need to reach your child while they are in camp, please call The Kroc Center Receptionist at (757) 622-5762. A Kroc Center staff member can relay a message to your child's counselor.

### CELL PHONE POLICY

Social development is one of our top values; the use of cell phones creates distractions and disconnects campers from the activities being led, as well as their overall involvement with peers and the Kroc Camp program.

***Please do not send your camper with a cell phone to camp.***

We understand that you may want to check in on your camper throughout the day; however, please use the method above to communicate with your child. If there is a specific reason you would like your child to carry a cell phone, please communicate with the Kroc Camp Coordinator. If an approved cell phone becomes a distraction or is used beyond the stated purpose, their counselor will take possession of the phone and return it at the end of the day.

***Kroc Camp is not responsible for any stolen, broken, or lost items.***





# KROC CAMP

## **COMMUNICATING CAMPER INFORMATION TO CAMP STAFF**

Open communication between parents and Kroc Camp staff helps us provide the best possible care. It is vital that you inform us of changes in your child's life so the staff may provide the best care possible. We will treat this information with the utmost confidentiality. There are several ways you may contact the Kroc Camp staff about your child.

- Registration Form: Parents are encouraged to indicate any circumstances that may affect the child's experience at camp on the Kroc Camp Registration form. This information is shared with the camper's counselors on the first day.
- Telephone: You may call The Kroc Center and ask for the Kroc Camp Coordinator.
- Sign-in/sign-out: During sign-in/sign-out, the Kroc Camp Coordinator or other camp staff will be available to discuss your camper's needs or any questions or concerns you may have.

## **EMERGENCY COMMUNICATION**

In the event of an emergency, camp staff will communicate via phone as soon as possible after securing the safety of all campers.

## **WHAT TO EXPECT AT DAY CAMP**

A schedule is available to parents on the first day of each session, and we make every effort to remain true to that schedule. The Welcome Desk will be alerted if changes are made. Parents/guardians please make sure you pick up our daily camp schedule at the Welcome Desk.

## **WHO IS WATCHING MY CHILD?**

We recruit staff who have training and experience working with children. All staff members have completed background checks, reference checks, and health forms. Additionally, all staff members are at least 18 years old. You can be sure that we are hiring qualified staff to work with your children. Your child will be assigned to a small camp group with counselors to supervise and engage with the campers.

All staff members are required to participate in a pre-summer orientation that includes the following topics:

- Personnel policies & practices
- Job descriptions
- Disciplinary policies
- First Aid, CPR, blood pathogens, handwashing
- Emergency procedures
- Swimming procedures
- Other topics as determined by the Day Camp Coordinator
- Airborne illness, sanitation, and safety information



# KROC CAMP

## **KROC CAMP CHARACTER CURRICULUM**

The Kroc Camp Character Curriculum emphasizes the development of the whole child – within their camp environment – to help them grow spiritually, physically, mentally, and socially. Each day at camp, participants will spend time in small groups engaging in prepared lessons that promote spiritual development, integrity, and character.

## **GYM & FITNESS SESSIONS**

Campers will spend time in our gymnasium with a member of our fitness staff learning a new skill or sport. Campers will focus on a new activity and spend the week developing their skills. Campers will experience engaging and exciting activities to help them stay physically fit while having a great time. Appropriate shoes and clothing must be worn to participate in activities in the gym. *Crocs are not permitted in the gym.*

## **THE ARTS**

Each week, campers will have time to get in touch with their creative side. Campers will make crafts, create art pieces, learn songs, and more.

## **MEALTIME**

Breakfast, lunch, and a snack are provided for each camper and are included in the camp fees. USDA of Southeastern Virginia has worked to develop a menu for the camp that is both nutritious and kid-friendly. A copy of the menu is available each week, but it is subject to change without notice. Please let Kroc Camp staff know of any dietary restrictions your camper might have. Campers may bring their own lunch. *Campers will not be permitted to share food or drink.*

## **OTHER ACTIVITIES**

Campers will follow a rotation of different activities throughout the building on different days. Campers will be given time to enjoy the rock wall, aquatic center, and outdoor playground, as well as be led in organized team-building exercises. Campers will have the opportunity to get to know each other through a variety of games, songs, crafts, literacy, and fun.

## **READING**

Each day campers will be given “quiet time” after lunch before moving into the afternoon activities. During this time, reading is encouraged, and books will be provided. Campers may bring books from home, but they should be labeled with their names.



# KROC CAMP

## WHAT TO BRING TO CAMP

### ATTIRE

Campers should wear socks and closed-toe shoes daily. Campers should wear season-appropriate “play clothes” in which they are ready to play hard and potentially get dirty! We do not recommend skirts or dresses. Please send your camper in clothing and footwear they can put on without assistance. Your camper will be very active and will want to be comfortable running, jumping, climbing, kicking, etc. in whatever they are wearing.

### SWIMWEAR

Campers should bring a backpack, swimsuit/trunks, and a towel. All campers must be able to get themselves dressed and undressed in the locker room. *Staff members are not responsible for assisting children with clothing, or swimwear.*

### BACKPACK/BAG

Campers should bring a backpack or bag labeled with their name to carry their belongings.

## WHAT **NOT** TO BRING TO CAMP

Below is a list of items that are not permitted at Kroc Camp. If your camper brings any of these items, they will be confiscated and returned to a parent or guardian at sign-out. This policy is for the campers’ safety, as well as to encourage group interactions. Additionally, The Kroc Center is not responsible for camper possessions that are lost or stolen. Please do not have your camper bring valuables!

- Cell Phones (see Communications section)
- Electronics: MP3 players/iPods, mini handheld gaming devices, video cameras, etc.
- Expensive jewelry or other belongings
- Shoes with wheels in the soles
- Personal toys such as cards/trading games, motorized cars, boats, dolls, stuffed animals
- Drugs or alcohol of any type
- Weapons: guns, knives, nun chucks, or any other weapon (real or pretend)
- Flip-flops (for pool time and walking in the locker room only)
- Personal sports equipment

**WE STRONGLY ENCOURAGE CAMPERS TO BRING THEIR OWN WATER BOTTLES  
WITH THEIR NAME ON IT.**



# KROC CAMP

## BEHAVIORAL EXPECTATIONS

Kroc Camp strives to offer every child, regardless of ability, the opportunity to participate in recreational activities that are both fun and educational, allowing them to learn new skills, foster relationships, and build self-confidence. Kroc Camp expects all campers to participate in all activities unless other accommodations are needed. Our counselors work to create a positive environment that is free from discrimination or other factors that may prevent campers from having an enjoyable experience at camp.

Every child deserves to have a positive experience at camp, free from peer pressure, excessive negativity, and any other behavior that negatively affects their self-esteem and ability to fully participate in camp activities. We take bullying of any kind very seriously.

The best way to deal with problems is through a proactive approach—informing the campers what is and is not acceptable and creating an environment that fosters openness, respect, and fun. Children thrive within a structured system; by giving the campers boundaries and expectations, the counselors give them the freedom to play and learn through their experiences.

## BULLYING

Kroc Camp staff take bullying seriously and has been trained to be alert to bullying practices. The physical and emotional safety of all campers has always been our number one priority. We are committed to a camp philosophy that ensures each camper has the opportunity to enjoy their experience without any interference of peer bullying. It is our camp's goal to direct relationships that foster friendships among all campers, regardless of sex, gender, ethnic background, size, or socioeconomic status.

**Bullying is defined as:** An intentional hurtful act committed by one or more persons against another.

### **Bullying forms:**

- Physical harm- Hitting, Shoving, or Tripping
- Emotional harm- Making fun of the way a child acts, looks, or talks
- Cyberbullying- Text messages, emails, and social networking sites that can be used to embarrass or harass.



# KROC CAMP

## **BEHAVIOR MANAGEMENT POLICY**

Preventing negative behavior from occurring is the best way to avoid the need for consequences for misbehavior. Even when a camp group starts the summer on a positive note, various factors may contribute to a camper breaking established rules, resulting in the need for disciplinary action. Should disciplinary action become necessary, our Kroc Camp staff will utilize verbal warnings and time-out sessions, and sometimes parents will be asked to pick up their camper. If a camper's behavior warrants disciplinary action, the parent will be notified at sign-out, explaining the situation and what action was taken. Any questions about the incident may be directed to the Kroc Camp Coordinator. Feedback is welcome; we want to do everything possible to make sure each camper has a positive camp experience.

Some acts such as fighting, theft, possession of weapons/drugs/alcohol, or repeat offenses will result in immediate suspension or expulsion, necessitating removal from camp. A parent or authorized adult is responsible for picking him/her up immediately.

***No refunds or credits are granted for missed days of camp due to behavior issues.***

## **MEDICAL PROTOCOL**

If your camper has any special medical needs, please include this information on the Kroc Camp Registration Form. This includes all medical or behavioral diagnoses that may affect your child's experience at camp. Knowledge of your child's medications or conditions helps our counselors provide the best care possible for your child.

## **MEDICATIONS**

If your child needs medication during the camp day, you must complete a Medical Information Sheet. The medication must be brought in its original prescription container, clearly labeled with your child's name, and placed in a sealed plastic bag. All medications are stored in locked containers in a Kroc Center office. Kroc Camp does not provide over-the-counter medications unless they are accompanied by a written note from the camper's doctor and submitted in a plastic bag with the camper's name clearly marked.

## **ADMINISTRATION OF MEDICATIONS**

A MAT-certified employee will administer all medications per the camper Medical Information Sheet on file for the camper. If you feel like your child can be held responsible for administering his/her medications (prescriptions such as asthma inhalers and epi-pens), please sign permission to carry a waiver at the bottom of the camper medical information sheet.

# KROC CAMP

## ILLNESS/INJURIES AT CAMP

If a camper is injured or becomes too ill to continue Kroc Camp a parent/guardian will be contacted immediately. If we are unable to reach a parent or guardian, we will contact the emergency contacts listed on the Kroc Camp Registration form. Please provide two alternate emergency contacts when completing the form. For minor scrapes and bruises, parents/guardians will receive an incident report the same day as the injury, usually upon pick-up. All incident reports will be reviewed by a supervisor.

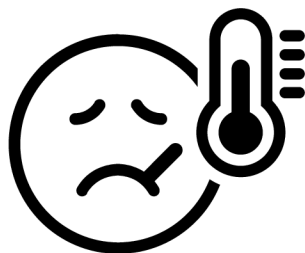
### **Please keep your child at home if they have any of the following conditions:**

- A fever within the previous 24 hours. Campers must be fever-free for at least 24 hours without the use of medication before returning to Kroc Camp.
- Symptoms of COVID-19.
- Cold symptoms lasting more than two days, including heavy yellow or green nasal discharge or a constant cough.
- Vomiting or diarrhea two or more times.
- Symptoms of a communicable disease, including reddened eyes, sore throat, headache, abdominal pain, or fever.

***Children may not return until they have been symptom-free for at least 24 hours.***

If further medical attention is required, or if we are unsure of the severity of the injury, parents will be notified immediately. Emergency Medical Services (911) will be activated at the discretion of the Day Camp Coordinator and/or the Program Director. If we are unable to reach the parents and a child needs immediate medical attention, they will be transported to the hospital by an ambulance, and we will continue attempts to reach adults listed as emergency contacts on the Kroc Camp Registration form.

***All expenses for emergency medical care are the responsibility of the parent or guardian.***





# KROC CAMP

## **BILLING**

To ensure a smooth and equitable registration process for all families, Kroc Camp has implemented a new payment policy for all camp sessions.

Each camp week is registered and billed separately. Full payment for each individual week of camp is required no later than 7 days prior to the start of that camp week.

### **BILLING EXAMPLES:**

- For the week of June 8, payment must be completed by Monday, June 1.
- For the week of August 10, payment must be completed by August 3.

This policy applies to all 10 weeks of camp. If full payment is not received by the stated deadline, your child's reserved spot for that week will be released, and the space may be offered to a family on the waitlist.

We understand this is a new policy, and we appreciate the cooperation of our returning Kroc Camp families as we implement this change. This adjustment allows us to better manage enrollment, staffing, and waitlists, ensuring a high-quality experience for all campers.

## **IN CLOSING**

Thank you for entrusting your children to our care. We look forward to a great summer ahead!

***The Kroc Camp Registration form includes a space for a parent/guardian signature acknowledging that you have read and understand this Parent & Camper Handbook.***



# KROC CAMP

## USDA NONDISCRIMINATION STATEMENT

\*Under Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-33027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D. C. 20250-9410

(2) Fax: (833) 256-1665 or (202) 690-7442; or

(3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

*This institution is an equal opportunity provider.*

For further information please contact: Marleen Brewster (757) 622-5762

For additional information, you may also contact the Virginia Department of Education, Office of School and Community Nutrition Programs by calling (804) 418-4735.