

Welcome to Discovery Camp 2020!

We are so excited that you will be joining us this summer! This packet is full of essential information and one form that needs to be returned as soon as possible to complete your child’s registration. Please take a few minutes to look over everything carefully.

1. Register Online at <http://bsbacademy.com/discovery-camp/>
2. Guideline Acknowledgement Form (*Complete and return* one per family)
3. Camp Guidelines
4. Weekly Themes and Descriptions of Activities

If you have any specific questions or concerns prior to your child’s first day of camp, please contact the camp director, Holly Taylor at [htaylor@bsbacademy.com](mailto:htaylor@bsbacademy.com) .

We are looking forward to a fun-filled summer of new adventures and friendships in the light of God’s love and grace.

**Discovery Camp Guidelines 2020**

**Discovery Camp Dates of Operation**

Monday, June 8-July 31, 2020

**Discovery Camp Hours of Operation**

Monday through Friday

Half Day: 7:30am - noon

Full Day: 7:30am – 6:00pm

**How to Reach Us**:

\***PLEASE PROGRAM THESE NUMBERS INTO YOUR CELL PHONE:**

\*Cell Phone-: (preschool)……. (813) 454-0733 Ext. 1

\*Cell Phone- (Completed Jr. Kindergarten- 8th)……(813) 454-0733 Ext. 2

Discovery Camp in Rm B230: (813) 689-9183 ext. 289 (direct landline)

Please note, this phone does not accept messages.

Holly Taylor, Camp Director: E-mail [htaylor@bsbacademy.com](mailto:htaylor@bsbacademy.com)

Academy Office: 689-9183 ext. 255

Academy Office Summer Hours: Mon. – Thurs. 9am – noon. Closed on Fridays.

Holly Taylor (payment/scheduling): E-mail: [htaylor@bsbacademy.com](mailto:htaylor@bsbacademy.com)

**Arrival and Dismissal**

**ARRIVAL**

* Check in with staff member between 7:30 a.m. – 8:30 a.m. at double glass doors that face Bell Shoals Road. Do not park in the preschool parking lot on Bell Shoals Rd. Instead, pull through the car line.
* Please plan to bring your child by 8:30 am since organized activities will begin at that time.
* For security purposes, the doors to the academy will be locked at all times. **Doors at the preschool entrance will not be staffed after 8:30.   If you arrive after 8:30, you will need to call our cell number and a staff member will meet you at the door.**

**New this year:**

* **Students’ temperatures will be taken upon arrival.**
* **Students’ hands will be sanitized after exiting the vehicle.**
* **To help contain the number of people in the building for social distancing, parents will not be allowed into the building.**
* **You will need to call for pick up**.

**DISMISSAL:**

HALF DAY CAMPERS –Please call 5 minutes ahead of your arrival.

Carline dismissal at the Preschool entrance will begin at **noon**. Please call the Discovery Camp cell phone 5 minutes before your arrival, and your child will be brought down to you. You may need to allot additional time as we are spacing out pick up for social distances purposes. Parents of children who have not been picked up by 12:15 pm will be charged $1.00 per minute late pick up fee.

FULL DAY CAMPERS: For security purposes, all doors on campus remain locked. Please call the Discovery Camp cell phone, and a staff member will meet you at the Preschool entrance. Late pick up charges of $1.00 per minute will apply after 6pm.

LATE PICK UP FEE: A late pick up fee of $1.00 per minute per child will be assessed for pick up after your child’s camp session has ended.

Half day campers: Late pick-up charges will apply after 12:15pm.

Full day campers: Late pick-up charges will apply after 6:00pm.

SECURITY: For your child’s safety, only the individuals noted on the registration or pick up form will be permitted to pick up your child. If you will not be picking up your child, call to let us know of the change. Please note, we will ask to see a government-issued ID for any person picking up your child. **Florida law requires that if someone new comes to pick up your child who is not on the registration or pick up list, we will need to have a handwritten note that is signed and dated by the parent or guardian. We will also need to see their government issued ID.**

Discovery Camp Fees

$25 enrollment fee per family (**non**-refundable)

$165 half day camper

$225 full day camper

These payments will be made through FACTS. Payment for the week is due the first day of the camp. Once a payment is made, it is **non-**refundable. **Please remember that a current shot records, physical records, and a birth certificate must be on file, on Florida State issued forms, at the school before your student attends Discovery Camp.**

**“Bring a Friend”**

Do you have a friend, neighbor, or family member who is not enrolled at the Academy? They may attend camp with you if they are age 4 or older. They will need to register online and complete the medical release form**. Current shot and physical records on Florida State Forms and a birth certificate must be on file at the school before any student attends Discovery Camp.** Fees are the same for friends and family of the Academy.

**Items brought in from home**

(Please label all items with your child’s name.)

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**HALF DAY CAMPERS**

**PRESCHOOLERS: Send in an extra change of clothes in a gallon Ziploc bag labeled with your child’s name. Please send this in with your child on the first day of camp.**

**What Not to Bring:** We ask that games, toys, mp3players, iPod’s, hand held video games, etc. are **not** brought to **half day camps**.

**FULL DAY CAMPERS – MATERIALS NEEDED**

* **LUNCH / SNACK: Children must bring in their own lunch as well as a morning and afternoon snack each day.**
* **BOOK: Please send a book with your child, as we will have “Reading Time” each day.**
* **Children should bring a labeled water bottle with a flip top cap to prevent spill. No water fountains will be available due to COVID19.**
* **PRESCHOOLERS:** 
  + - * + **Extra change of clothes in a gallon Ziploc bag labeled with child’s name. Please send this in with your child on the first day of camp.**
        + **Nap-time supplies. (See Rest time below for full list.)**

**Preschoolers**

Discovery Camp is open to all preschoolers *who have completed one year of preschool at the Academy*; however, space is limited. Please register early. **ALL CHILDREN MUST BE COMPLETELY POTTY TRAINED BEFORE THEIR FIRST DAY OF CAMP.**

**Lunch/Snack**

* **Children must bring in their own morning snack and afternoon snack (ALL campers) each day.**
* **Children must bring in their own lunch each day if they are full day campers.**

**Dress Code**

Play clothes are acceptable at Discovery Camp with these stipulations:

1. T-shirts or modest sleeveless shirts may be worn (**no halter tops**, please).

2. Clean, neat shorts or pants (shorts cannot be higher than 3" above the knee).

3. Tennis shoes or closed toe shoes are recommended for safety purposes.

4. Baseball caps may be worn.

5. Clothing with offensive slogans, writing of any kind, symbols or pictures is not acceptable.

6. Jewelry is not recommended at Discovery Camp.

**Rest Time**

Rest is important for a child’s health and well-being. Full Day Discovery Camp will observe quiet time each day for all age groups. Older children will have “down time.”

Please put all of the following preschool student nap supplies in a XL-gallon zip-lock bag, labeled with their name on the outside and bring the first day of camp:

* Blanket
* 1 king size pillow case to go over the mat.
* A small stuffed animal to sleep with. (Optional)
* Kindermat: it must be 1 inch thick, no more, no less.

All bedding will be sent home on Friday of each week to be cleaned. (If bedding is **not** supplied by the first day of camp, a $50 one-time fee will be add to your account for us to purchase bedding for your student.)

**Inside Rules**

1. Discovery Camp staff are leaders. Respect and obey Discovery Camp staff.
2. Keep your hands to yourself.
3. Be kind to others. Inappropriate behavior will have consequences.
4. Respect church/school property. Damage to church/school property will be immediately addressed and parents may be responsible for costs of damages incurred.
5. Outdoor toys will remain outside or in the gym. **Health Regulations**

Upon the recommendation of the American Academy of Pediatrics, a child should not attend school / camp when any of the following exists:

1. Fever above 100.4 in the last 24 hours.
2. Vomiting or diarrhea.
3. Yellow or green mucus indicating infection
4. Common cold-from onset of symptoms through two days
5. Sore throat
6. Persistent coughing
7. Any unexplained rash
8. Any skin infection-lice, boils, ringworm, or scabies
9. Pink eye or other eye infection

**Children should remain home for at least 24 hours after these symptoms have subsided.** This will help ensure that the illness has actually passed and that your child will be well enough to resume camp activities.

If a child becomes ill during Discovery Camp hours, one of our staff members will contact the parent and/or the person designated by you so that the child may be picked up immediately.

**Inclement Weather**

In the event of inclement weather or other natural disasters, Discovery Camp will be evacuated to The Point, and parents will be contacted. Bell Shoals Baptist Discovery Camp Hillsborough County procedures for emergencies and inclement weather.

For your child’s safety, it is critical that you keep emergency names and numbers up to date. Our office should have at least two different emergency contact names and phone numbers on file. If your child needs you, we want to able to contact you or your designated emergency contact as soon as possible.

**First Aid Procedures**

\*\*\* Food allergies must be in writing and submitted with registration packet. \*\*\*

1. Medications the child needs to take need to be given to the supervisor along with the required state form that has the child’s name, time the medicine is to be administered, quantity, and any other instructions. All medications should be in original container.
2. Camp personnel will not otherwise administer drugs without parent or physician permission.
3. If your child is injured while at camp the director may give immediate first aid care, attempt to contact parent/guardian, or call the emergency contact numbers on the child’s registration form.
4. If you cannot be contacted soon enough, emergency care will be called, and a staff member will accompany your child to the Emergency Room.
5. If your child has any special health needs or something that needs staff attention, please alert the Camp Director or one of the staff members.

Bell Shoals Baptist Academy Discovery Camp Guidelines

Acknowledgement Form 2020

Please complete this form (one per family) and return to the Academy office or a Discovery Camp staff member.

If you have more than one child in the program, please list all participating children side by side on the lines indicated.

Student(s) Name(s)

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Grade (s)

**Our signatures indicate that we have received, read, and understood the 2019 Discovery Camp Guidelines and agree to abide by the policies and procedures within.**

Student(s) Signature(s) (grades 1-8 only)

Date

Parent / Guardian Signature

Date