



# community Youth camp

2024 Parent Handbook





# Community Youth Camp



## Welcome to Community Youth Camp!

Active kids do better in life. The physical, mental and social benefits of youth sports last a lifetime. We created a youth camp because we believe every kid deserves a chance to play. From basketball to yoga, Community Youth Camp presented by The Columbus Foundation makes sports accessible. Each year, at least 80% of our campers have received a full scholarship.

Made possible by our partners, we provide these scholarships to children who otherwise may not be able to attend a sports camp. Lessons of responsibility and personal wellness shouldn't come at a cost. For those who need it, we share the ball. Over the course of our four-day camp, your child will experience different sports, make new friends and create memories to last a lifetime.

We can't wait to welcome you and your child at Community Youth Camp. Please take a moment to read through the important information in this handbook and discuss it with your camper. Together, we will have a fun, safe and memorable week at camp!

Sincerely,



*Linda Shetina Logan*

Linda Shetina Logan, STS, ECI  
CEO & President



## ABOUT THE EVENT

Studies show that active children have higher test scores and self-esteem. Not every kid will play sports, but they all deserve a chance. Community Youth Camp is about giving kids that chance and equipping them with more than fundamentals. It's about developing life skills transferable to daily life.

This camp creates equitable opportunities for kids to play more than a dozen sports over four days. Coaches make the fundamentals fun and help 6 to 12-year-olds build confidence and learn life skills. With a male and female instructor for every sport, kids can be what they see.



## Ready for camp?

### CAMP FORMS

Please bring the following forms the first day of camp:

- [Ohio Department of Health Concussion Information Sheet Signature Page](#)
- [Lindsay's Law Signature Page](#)
- [Discipline Policy Agreement \(p. 6–7\)](#)

### CAMP HOURS AND DATES

- Monday, June 10 – Thursday, June 13, 9 a.m. – 4 p.m.

Hours are the same each day of camp.

Campers may be dropped off no earlier than 8:30 a.m. and must be picked up by 4:15 p.m.

### CAMPER PICK-UP AND DROP-OFF

To ensure the health of campers, staff and the community, the pick-up and drop-off process will be the same each day. Please review this information carefully and share the process with your camper so they know what to expect.

### DROP-OFF PROCESS

Please follow posted signage and directions from staff when dropping off your camper in the morning. Regular drop-off is 8:30 a.m. – 9 a.m. If you need to drop off your camper outside of these hours, please contact Erica Williams or Meghan Sexton at [camp@columbusports.org](mailto:camp@columbusports.org).

#### When You Arrive:

- You must walk your child to the check-in table to sign them in each day. Campers will be signed in daily noting the time.
- Camp staff will escort your camper to their group. You will not be allowed to enter beyond check-in without a staff escort.
- Your camper will join their group. Groups will stay together the entire day.

### PICK-UP PROCESS

Please follow posted signage and directions from staff when picking up your camper in the afternoon. Pick-up is promptly at 4 p.m. If you need to pick up your camper outside of these hours, please contact Erica Williams or Meghan Sexton at [camp@columbusports.org](mailto:camp@columbusports.org).

The parent or guardian must physically come to the camp sign-in area. Campers will only be released to those adults listed on the Information and Waiver Form/Authorized Escort List: parents, guardians and emergency contacts. Anyone picking up a camper will be required to show identification every day.

- **Please note:** In the case of custody issues, please provide documentation so staff is aware of any potential issues that may arise. All documentation will remain confidential.
- Contact the camp using the information posted on the pick-up signage.
- Staff will bring your camper to you. Please do not enter building past camp check-in desk.
- You will sign out your camper. Campers must be signed out daily noting the time.

#### Late Pick-Up

- Chronic late pick-ups may result in removal from the camp. Late pick-up is after 4:20 p.m.
- Camp staff will make every attempt to contact the parents/guardians and the emergency contacts.

### DRESS CODE

- All campers will be provided a Community Youth Camp t-shirt to be worn throughout the week.
- Comfortable clothing that is appropriate for active play and approved for getting dirty. Campers will participate in physical activities; therefore, dresses and skirts are not recommended.
- Clothing that is appropriate for the day's weather.

- Closed-toe shoes only; preferably sneakers. Sandals and flip flops are not permitted.
- Pants and shorts must be worn at the natural waist. Shirts must reach the waistline. Proper fitting clothing is required due to the active nature of the camp.
- Clothing must be free of words, slogans or images that are inappropriate, including drugs, sex or alcohol, vulgar or offensive language, racially-charged or insensitive content, suggestive imagery, bias toward any group or individual, and symbols related to gangs/gang membership.

## EXPECTATIONS FOR CAMPERS AND ADULTS

- Campers need to participate in all activities. As a sports-sampling camp, activities require physical and social engagement. The environment may be loud, stimulating and high-energy.
- If your camper is not feeling well, please have him/her stay at home. If a camper becomes sick while at camp, they will be moved to an isolated area until they are picked up. Parents will be called to pick up the camper as soon as possible.
- Never leave your child(ren) until you have signed them in and they have been received by camp staff.
- Parents must provide support in addressing their child's behavior.
- Please communicate with camp staff so that they can make this week the best experience for your camper.

## CAMP RULES

**Every camper is expected to follow all camp rules.** Failure to follow these behavior guidelines will result in disciplinary action.

- Each camper will treat everyone at camp with respect and consideration. Intimidation, bullying, verbal, emotional or physical abuse, or destruction of property will not be tolerated.
- Physical aggression and sexual or suggestive behavior is not acceptable and will not be tolerated
  - This includes minor physical contact that is not necessary, other acts of physical aggression or any inappropriate or unwanted touching.
- Alcohol, illegal drugs, smoking or tobacco products, e-cigarettes or Juuls, matches, lighters, fireworks and other items that are deemed inappropriate are not permitted at camp.
- Weapons will not be tolerated. Weapons or any item that can cause physical harm including, but not limited to: knives, metal knuckles, nunchucks, guns, rifles or other firearms, as well as any object that can be used as a weapon. Weapon and drug/smoking paraphernalia are not permitted.
- Stealing of any kind will be not be tolerated.
- Camper attire must be camp-appropriate. Clothing that is soiled, torn, revealing or displays inappropriate slogans or messages cannot be worn. Pants must be worn at the natural waistline.
- Cussing, swearing and inappropriate language is not acceptable and will not be tolerated.
- For safety reasons, campers must stay with their group at all times.
- Use of electronic devices during scheduled activities. Cell phones may be permitted on a case-by-case basis for safety reasons. However, no recreational games, tablets, laptops, smartphones, fitness trackers, smart watches, video game systems or e-book readers will be permitted. Keep these items at home.

### 3-Step Discipline Procedure

Campers failing to follow the rules and regulations will be subject to our 3-Step Discipline Procedure as outlined below:

1. Verbal warning with parent/guardian notification (documented)
2. Written warning to both participant and parent/guardian (documented)
3. Conference with participant and parent/guardian (documented)

If the camper fails to comply with camp rules and regulations and the 3-Step Discipline Procedure has been implemented, the camper will be dismissed from that camp. If a camper is dismissed from camp, a parent or guardian will be asked to pick them up immediately.

Community Youth Camp staff reserves the right to suspend any camper without implementing the 3-Step Discipline Procedure if he/ she feels the offense is a threat to the health, safety or wellbeing of any camper or staff member. There will be no registration refunds if a camper is suspended. Please see [Discipline Policy](#).

## MEDITATION ROOM

The Meditation Room is a quiet and calm space dedicated for campers to defuse or deescalate emotions, take a break from activity and distractions, and have supportive conversations with licensed social workers. Campers may request to visit or be escorted by camp staff to the Meditation Room. We want campers to learn and enjoy the daily sport activities and the Meditation Room serves as a brief break, not as an alternative activity for camp programming.

## PARENT/CAMPER INTERACTION

Parents must notify staff of any altercations between campers so staff can handle the situation. Parents are not to approach or attempt to discipline campers other than their own.

## WHAT TO BRING TO CAMP

- Sunblock (please apply before your child arrives at camp)
- A water bottle
- Medication (if camper can self-administer)
- Extra pair of clothing in a zip-top bag

## WHAT TO LEAVE AT HOME

- Items of value, including money.
- Weapons of any kind (see camp rules).
- Digital devices - tablets, smart watches, fitness trackers, hand-held gaming devices, etc. Campers are allowed to bring a phone, but they are not allowed to use it during camp. Please reach out to our staff if you need to contact your child.
- Glass containers.
- Food/snacks containing peanuts and tree nuts.
- Beverages besides water.

Camp staff is not responsible for any lost or stolen items.

## LUNCH AND SNACKS

- Breakfast will be provided each day 8:30 a.m.–9 a.m.
- Lunch will be provided each day 12–1 p.m.
- Snacks will be provided each day.
- All meals provided will be free of peanuts and tree nuts.
- Menus will be posted at the check-in area. Your child may choose to pack meals, however, refrigeration will not be provided.
- If your child has a food allergy, please notify staff as we cannot control what other campers pack for their lunches/snacks.

## MEDICATIONS

**Medication Policy:** All medication taken by participants shall be self-administered and no participant taking regular medication shall be registered in our programs unless the resident is capable of taking his/her own medications or a parent/nurse/guardian is available to administer the medication.

### Staff may:

1. Remind the participant when to take medication and watch to ensure that directions on the container are followed.
2. Assist a participant in the self-administration of the medication by taking the medication from the area where it is stored and handing it to the participant.

### Medication Procedures

Parents will provide all medication for the registered session to an on-site staff member, in the original container with the directions for dosage clearly written on the container.

## Medication

- A daily medication log will be kept with the following information:
  - Participant's name, medication and dosage.
  - Total amount of medication available at the start of the day and total amount available at the end of the day.
  - Initials of the participant when they self-administer their medication.
  - Initial of staff member present when the medication was self-administered.

## Inhalers and EpiPens

- Campers are permitted to carry EpiPens, but they must be administered in the presence of a staff member.
- If your child uses a rescue inhaler for asthma, please send it with them to camp. The inhaler should be in its original box with the prescription label from the pharmacy attached to the box or directly to the inhaler. This ensures that your child's inhaler is easily identifiable in an emergency and helps camp staff return it to you at the conclusion of camp

## KEEPING YOU SAFE AT COMMUNITY YOUTH CAMP

The safety of campers, residents and staff is our first priority. We are operating with protocols based on guidance from the Ohio Department of Health, in partnership with Columbus Public Health. Below is a partial list of protocols we have put in place for everyone's safety this summer:

- Staff are required to complete self-administered health assessment prior to camp.
- Campers and legal guardians are required to complete self-administered health assessment prior to camp.
- Staff will remind parents that they will be called to pick up their child if they are experiencing any of the symptoms listed below:
  - Fever over 100.4°F
  - Cough
  - Chills
  - Shortness of Breath
  - Difficulty Breathing
  - Muscle Pain or Aches
  - Sore Throat
  - New Loss of Taste or Smell

## PARTICIPANTS WHO TEST POSITIVE\* FOR COVID-19:

- Parents/guardians will receive updated camp information notifying them of new policies and procedures to prevent the spread of COVID-19.
- Parents/caregivers agree to notify the Camp Director immediately if a camper is hospitalized due to potential COVID-19 symptoms or receives a positive test result for COVID-19. Camp Director contact information will be provided within the camp information packet.
- The participant who tested positive cannot return to camp.

*\*Positive COVID-19 test results include results from either a laboratory confirmed diagnosis or a clinical diagnosis. A laboratory confirmed diagnosis is a COVID-19 diagnosis based on FDA-approved testing. A clinical diagnosis is a presumed diagnosis of COVID-19 performed by a licensed health care professional. This diagnosis can be performed by assessing patient symptoms and is used in the absence of testing availability.*

## CAMPER PHOTOS AND VIDEOS

Your child's photo or video may be used for marketing and media relations purposes.

To ensure privacy, campers and staff are not permitted to take photos or videos of participants in our programs for personal use, which includes personal social media accounts.

## COMMUNITY YOUTH CAMP WEEKLY SCHEDULE

<b>Day 1</b>	A.M.: Sport 1 & Sport 2 P.M.: Sport 3 & Sport 4	Lunch: Life Lesson
<b>Day 2</b>	A.M.: Sport 5 & Sport 6 P.M.: Sport 7 & Sport 8	Lunch: Life Lesson
<b>Day 3</b>	A.M.: Sport 9 & Sport 10 P.M.: Sport 11 & Sport 12	Lunch: Life Lesson
<b>Day 4</b>	A.M.: Sport 13 & Sport 14 P.M.: Sport 15 & Camp Celebration	Lunch: Life Lesson

## COMMUNITY YOUTH CAMP DAILY SCHEDULE

<b>8:30 a.m.</b>	Check-in and Welcome Activity
<b>9:00 a.m.</b>	Group Activity and Speaker
<b>10:00 a.m.</b>	A.M. Sports Rotation 1
<b>10:45 a.m.</b>	Nutrition and Hydration Break
<b>11:00 a.m.</b>	A.M. Sports Rotation 2
<b>12:00 p.m.</b>	Lunch
<b>1:15 p.m.</b>	P.M. Sports Rotation 1
<b>2:15 p.m.</b>	Snack Break
<b>2:30 p.m.</b>	P.M. Sports Rotation 2
<b>3:30 p.m.</b>	Closing Activity or Speaker
<b>4:00 p.m.</b>	Check-out

## DISCIPLINE POLICY AND AGREEMENT

### Community Youth Camp Philosophy of Discipline

We want each camper, volunteer, camp leader and staff member to have an enjoyable experience, to participate in a respectful and safe environment that's free of bullying or other unacceptable behavior, and to be treated with dignity and healthy boundaries. With these goals in mind, we have a discipline policy in place and ask that parents please familiarize themselves with the below.

The following behaviors are not permitted at Community Youth Camp and will result in an incident report and conversation with parents or legal guardians. Incident reports will be communicated after each incident so parents can have appropriate follow up conversations with their children for improved behaviors to avoid reoccurring incidents.

If a camper exhibits these behaviors more than three times throughout the week, the camper will be dismissed, the parent or legal guardian will be asked to come and pick the camper up immediately and they will be asked not to return to camp for the remainder of the week.

**Please note:** *Though we will offer every attempt to allow campers several chances to improve their behaviors and stay to enjoy and experience camp, staff has the right to send a camper home and ask them not to return if they feel the behavior is detrimental to other campers' or staff's overall safety and wellbeing. There will be no refunds if a camper is sent home. A social worker will be on-site for the duration of camp to assist with such behavioral issues. Thank you again for your concern and attention to these very important matters.*

- **Unwanted physical or aggressive contact with other campers or staff**
  - This includes minor physical contact that is not necessary, other acts of physical aggression or any inappropriate or unwanted touching.
- **Bullying or harassment**
  - This includes- but is not limited to- physical, emotional, and verbal harassment.
- **Vandalism or destruction of camp property**
  - **KIPP Columbus** is graciously offering their beautiful campus for our use throughout the week; any deliberate defacing of campus property or equipment will not be tolerated.
- **Use of electronic devices during scheduled activities**
  - Though cell phones may be permitted on a case-by-case basis for safety reasons, no recreational gaming, tablets, laptops, smartphones, video game systems , fitness trackers, smart watches or e-book readers will be permitted.
- **General disrespectful behavior**
  - This includes being overly defiant or dishonest.
  - This will be determined at the discretion of GCSC Staff.
- **Inappropriate or foul language**
  - This includes vulgarity or any language that is inappropriate for our camp-aged children.
- **Any other behaviors deemed by staff as presenting harm to oneself, another camper or staff member**
  - This can include bringing a weapon or illegal substances on site or a camper disregarding safety rule(s) and the like.



## DISCIPLINE POLICY AGREEMENT

Community Youth Camp staff reserves the right to suspend any camper without implementing the 3-Step Discipline Procedure mentioned above if they feel the offense is a threat to the health, safety or wellbeing of any camper or staff member. There will be no registration refunds if a camper is suspended.

Please sign below to acknowledge you understand and accept the behavior policy and will explain it to your camper(s).

**Camper 1 Name** \_\_\_\_\_

**Camper 2 Name** \_\_\_\_\_

**Camper 3 Name** \_\_\_\_\_

**Camper 4 Name** \_\_\_\_\_

**Parent/Guardian Name** \_\_\_\_\_