

JOSHUA'S CHOSEN YOUTH MINISTRY

KIDS SUMMER

CAMP



2024 PARENT HANDBOOK

2378 Dogwood Dr SE | Conyers, GA 30013 | 678-310-9829

WWW.GREATERLOVEFELLOWSHIP.ORG



WELCOME!



The Greater Love Fellowship Tabernacle's, Joshua's Chosen Youth Ministry (JCYM) is honored that you have chosen us to provide Summer Day Camp for your child. Here at JCYM Kid's Summer Camp, we are committed to providing an atmosphere that allows your child to safely learn and grow, be challenged academically, be stimulated cognitively, inspired spiritually and most of all have fun!

This handbook is purposed and designed to serve as a reference to inform you about the procedures in place at JCYM Kid's Summer Camp. In alignment with our commitment to excellence and so that our camp will remain safe and orderly, we ask that you abide by the guidelines set forth in this handbook.

If a question or concern arises, please feel free to contact the camp administrator. The faculty and staff of JCYM Kid's Summer Camp anxiously look forward to working with you and your family throughout your child's summer camp experience. Again, welcome!

JCYM Kid's Summer Camp Administration

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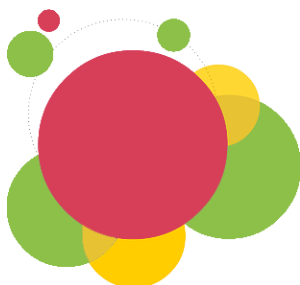


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OPERATIONAL GUIDELINES

Ages Served

JCYM Kids Summer Camp will offer services to children between the ages of 5 years old to 12 years old.

Months/Days/Hours of Operation

JCYM Kids Summer Camp will observe a fiscal operational calendar that begins May 27th and ends July 26th. JCYM Kids Summer Camp doors will open on Monday at 8:30A.M. and close on Friday at 4:00P.M. All children should be picked up before the closing time, or **a \$1.00 per minute/per child late fee will be assessed**. After 5:00 P.M, during weekly operations, the Summer Camp reserves the right to transport any remaining child(ren) to the nearest police station.

Inclement Weather Policy

In the event of inclement weather, JCYM Kids Summer Camp will align their decision to cancel/continue camp operations within a reasonable timeframe.

Escorting Child to and from the Facility

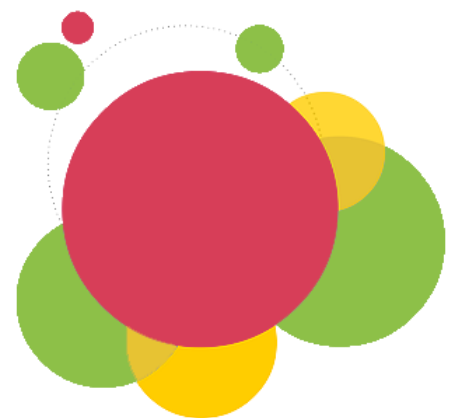
Parents may walk their children into the main entrance of the JCYM Kids Summer Camp facility. The child will then be escorted to their respective classroom by a staff member of the JCYM Kids Summer Camp. Upon verification and signature of an authorized person(s), the child will be released from the custody of the JCYM Kids Summer Camp into the custody of the authorized person(s).

Admission Requirements

JCYM Kids Summer Camp is committed to providing all of the children we serve with a safe learning environment. Therefore, in order to secure enrollment to GLFT's Joshua's Chosen Youth Ministry Kid's Summer Camp, we ask that parents/guardian completely fill out the enrollment form provided online.

Attendance Policies

JCYM Kids Summer Camp requests that all children be at the camp before the designated cutoff time of 9:30AM. If you suspect that you are going to arrive later than this time, please call the facility office to inform your camp administrators. If your child is going to be absent or tardy **due to an illness**, please bring with you an excuse slip signed by a doctor.



Personal Belongings

All items brought to the camp for the child must be labeled with the child's full name. The camp will not be responsible for any child's personal items such as jewelry and toys brought from home.

Payment of Fees

JCYM Kids Summer Camp has adopted a standard schedule of fees for services provided for our Summer Day Camp Program. This fee, **\$125/per week per child**, is required to ensure that JCYM Kids Summer Camp is continuously able to fulfill its commitment to providing Summer Camp while operating in excellence.

Therefore, it is critically important that **ALL** Summer Camp fees be paid according to the guidelines set forth in this handbook. All Summer Camp fees are due each Monday by 11 A.M. JCYM Kids Summer Camp will **only** accept electronic forms of payment. **NO CASH WILL BE ACCEPTED**. If all Summer Camp fees (**\$125/per child**) are not remitted by Monday at 11 A.M., a \$25 late fee will be assessed. The regular childcare fees **plus** the \$25 late fee must be paid or your child will not be permitted to continue the summer program. Additionally, failure to remit all Summer Camp fees by Monday of each week will cause your child to be placed on an **in-active enrollment status**. *

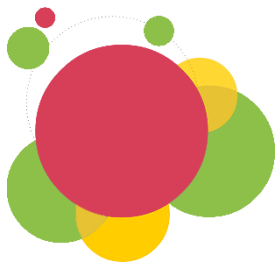
Fees Related to Absences/Vacation

The Summer Camp fees established by JCYM Kids Summer Camp are standard weekly fees. Unless otherwise specified, there will be no refunds/reimbursement of paid funds. Thusly, in the event of a planned student absence during the week, the entire weekly fee is expected to be remitted by the date specified by this handbook.

**In-active enrollment status places your child's enrollment in jeopardy. In the event that there is a waiting list and ALL financial obligations are not satisfied by the specified timeframe given by the Director, your child will be placed on a permanent in-active enrollment status.*

Transportation

JCYM Kids Summer Camp does not offer transportation to or from our facility location. In the event of an emergency, there is a detailed plan highlighting the adopted procedures to be utilized for obtaining emergency transportation, ensuring the safety of the children during the emergency transportation process, and reunification of children with their parents.



GUIDANCE AND DISCIPLINE

General Classroom Management

JCYM Kids Summer Camp is aware that there will be instances in which a child might exhibit behaviors that require redirection. JCYM Kids Summer Camp believes that redirection should be given in a loving manner that brings attention to undesirable behavior. Yet, at no time should redirection mentally or physically harm the child. Therefore, JCYM Kids Summer Camp, mandates and prohibits any staff person, substitute, volunteer or aide from utilizing disciplinary measures deemed inappropriate for the redirection of our campers.

Prohibited Disciplinary Actions

(A) Physical: punching, pinching, shaking, spanking, biting, yanking, and poking

(B) Verbal/mental: fear and/or humiliation, derogatory remarks and/or profane language

(C) Confinement: locked in a room or enclosed area

(D) Forced feeding, or withholding of food, rest, toilet use or outdoor activities or play

(E) Physical and/or chemical restraints.

Separation (time-out), when used as discipline, shall be brief in duration and shall be appropriate to the child's age and developmental level and to the circumstances necessitating the discipline. Any child separated will be placed in a safe, lighted, well-ventilated room, within the sight and hearing of an adult at all times. Authority to discipline will never be delegated to another camper.



Emergency Medical Care

In the unfortunate event that a medical emergency arises, JCYM Kids Summer Camp will utilize ambulance services to transport camper to Piedmont Rockdale Hospital, which is located at 1412 Milstead Avenue NE, Conyers, GA. JCYM Kids Summer Camp will retrieve the Emergency Medical information from the camper's file and then accompany the child to the Southern Regional Medical Center.

Medications

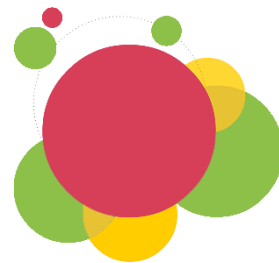
JCYM Kids Summer Camp has elected to prohibit our faculty or staff from administering medication to our campers. If a camper has a medication schedule, the parent/guardian of the child is asked to make arrangements to administer medications/creams to their child.

Exclusion Policies

JCYM Kids Summer Camp understands that it can be difficult when a parent needs to leave or miss work due to their child's illness or sickness. However, our most primary concern is the health and safety of all children and staff. Therefore, if you suspect that your child may be ill, please take him/her to the doctor and bring a re-admit slip signed by the doctor. In the event that the child becomes ill while at JCYM Kids Summer Camp with a mild illness (to be determined at our discretion), we will call the parent, isolate and attempt to care for the child until the end of the day. However, the following illnesses will require **immediate exclusion** from the Camp to prevent the spread of the infection:

Illnesses Requiring Exclusion

- Illness results in a greater need for care than our staff can provide without running the risk of becoming ill themselves.
- Fever (anything over 100.00)
- Diarrhea-stools with blood or mucus, and/or stools that are unformed and cannot be contained.
- Vomiting, if more than two times in a 24-hour period.
- Rash with fever unless doctor has determined (must have a doctor's note that it is not a communicable disease.)
- Conjunctivitis (pink eye)
- Impetigo until after 24 hours after treatment
- Strep Throat until after 24 hours after treatment
- Ringworm
- Head lice until after treatment and all nits are removed
- Scabies until 24 hours after treatment has begun
- Chicken pox
- COVID Virus (must have a doctor's note)
- Any other symptoms indicative of a reportable communicable disease



Communicable Diseases

When JCYM Kids Summer Camp is notified that an enrolled student or an employee has a (suspected) reportable disease, it is our legal responsibility to report it to the Department of Health immediately, whom may require further information, testing or preventive measures. JCYM Kids Summer Camp will give serious consideration to all recommendations made by the public health agencies in order to promote the health and safety of staff members and the children and families we serve. We believe that it is extremely important to notify families about exposure so their children can receive preventive treatment if available. The following itemized list is some of the most common reportable illnesses:

- Bacterial Meningitis
- Measles
- Rabies
- Any Cluster/Outbreak of Illness
- Botulism
- Chicken Pox
- Meningococcal Infection
- Rubella Congenital and Non-Congenital
- Diphtheria
- Poliomyelitis
- Tetanus
- Covid-19

Protection of Children

JCYM Kids Summer Camp makes every effort to ensure the maximum safety of its students and staff. Therefore, an “**Contingency Emergency Plan Notebook**” has been created. The “**Contingency Emergency Plan Notebook**” is located on the desk of the Camp Director. The contents of the “**Contingency Emergency Plan Notebook**” are freely accessible and available for parent inspection. The “**Contingency Emergency Plan Notebook**” contains detailed information regarding plans to keep children secure in the event of:

- Severe weather
- Evacuation
- Fire
- Gas leak
- Bomb threat
- Physical plant problems



Meals/Snacks

JCYM Kids Summer Camp believes that meals and snacks are critical to a child's health and development. They are also an integral aspect of the camp's curriculum. In the event that you decide to provide meals from home, we ask that you bring the food in either a labeled lunchbox or bag and those meals must meet the USDA meal pattern. Unless instructed otherwise, we will provide whole milk. If you desire your child to drink a special milk (ex: Organic, Dairy free), you must provide it to be consumed by your child.

Parental Authorization

In the event that JCYM Kids Summer Camp has any event that requires the students to leave the JCYM Kids Summer Camp physical campus, (field experience), a communication will be issued to parents highlighting the itinerary details of the event. This communication will also include a portion that parents must sign giving consent for their child to leave the physical campus.

Child Abuse

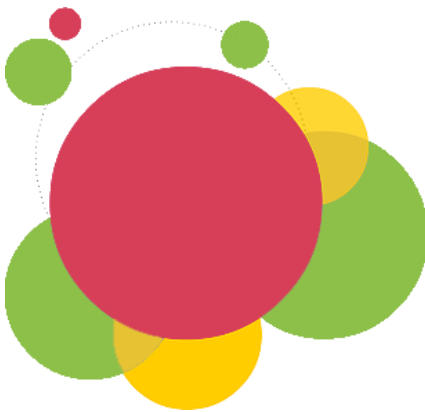
JCYM Kids Summer Camp is in complete awareness and agreement that individuals working with children are mandated by law to report to the appropriate State Authorities if they have reasonable cause to suspect a child is being abused or neglected or in danger of being abused or neglected, shows visible signs of deprivation or exploitation. All staff will receive training to learn to identify and report suspected abuse or neglect. Please note that our foremost concern is the protection of **ALL CHILDREN**.

Notices

JCYM Kids Summer Camp believes in being forthright and open with the parents/guardians of our campers. Therefore, the following notices are posted throughout the facility and/or fully accessible for parent/guardian inspection at any time:

- Visitors policy
- Liability insurance coverage

In the event that you would like to view any of these documents, please contact the office to make your request known.



DISCLOSURES

Non-Discrimination/Confidentiality

JCYM Kids Summer Camp has intentionally selected programs that are designed to support children's growth and to challenge them to learn. JCYM Kids Summer Camp views each camper as an individual with a unique learning style and way of responding to the world. Given the diversity of the families and communities we serve, it is incumbent upon us to recognize and appreciate what each camper brings to our program.

JCYM Kids Summer Camp will provide services to all campers ages 5 – 12 without regard to Race, Religion, Color, Creed, Gender, Cultural Heritage, Parent/Guardian Marital Status, Parent/Guardian Political Beliefs, Parent/Guardian Sexual Orientation, Disability or Special Needs, Medical Condition, HIV status, or any other consideration made unlawful by federal, state or local laws. The Americans with Disabilities Act requires that reasonable accommodations be provided to people with disabilities. The law covers children with disabilities seeking reasonable accommodations in a Summer Camp setting, as well as parents/guardians served. At JCYM Kids Summer Camp, it is our policy that any information regarding a camper, a camper's family or other matters discussed with camp management or staff will be held in the strictest confidence.

Privacy Statement

JCYM Kids Summer Camp shall not disclose information concerning an individual camper or the camper's parent(s) or guardian(s) to persons other than camp staff or government officials acting in the course of their duties, unless the parent(s) or guardian(s) grant written permission for the disclosure, or unless disclosure is necessary in an emergency situation.

Acknowledgement

I, _____/_____.

Acknowledge that I have read and thoroughly understand the contents of this parent handbook on this day: _____. I also acknowledge and understand that any intentional misrepresentation of information will result in my child being dis-enrolled from the Joshua's Chosen Youth Ministry Kids Summer Camp without any issuance/re-imbusement of funds paid.

Intake Director

Date