

😊 Summer Camp Program - Important Information! 😊

Dear Parent,

Thank you for choosing The Sports Center for your child's Summer Camp! This letter is meant to provide you with basic information about our program and let you know what to expect. Every Friday we will hand out and e-mail more specific information regarding the next week's schedule and activities.

Camp Objectives

Our objectives for your child this summer are:

- To provide an awesomely fun summer!
- To provide campers with a fun, safe and supportive environment.
- To immediately impact each camper's attitude in a positive way.
- To stimulate each camper's enthusiasm and enjoyment of each activity we play.
- To give each camper an accurate picture of the technique and skill of each sport we play and to increase their overall understanding of every day games and activities.

Location

The Eau Claire Indoor Sports Center is located at 3456 Craig Road, Eau Claire, WI 54701. Nearest intersection is Craig Rd and Hamilton Ave.

Registration

Each family is responsible for a one-time, non-refundable \$30 registration fee per child or \$55 per family. If registration is received after April 15th, this fee increases to \$40 per child and \$65 per family. This fee enrolls the camper(s) into the program and provides them with a Summer Camp shirt. This fee does not go toward camp fees. Registration must also be accompanied by the following forms.

- Checklist:
- _____ Registration form (one per child)
 - _____ Registration Fee (including payment for any additional shirts)
 - _____ Health History and Emergency Care Plan
 - _____ Standard Information for Child Care Form
 - _____ Immunization Records
 - _____ Tuition Express Form – payment authorization

Licensing

The Eau Claire Indoor Sports Center is licensed by the Department of Health and Family Services. The Wisconsin Rules for Licensing Child Care Centers are available for review at the check-in counter or can be found online at http://dhfs.wisconsin.gov/rl_dhfs/CommManuals/GCC-CommManual.HTM. Any violations of noncompliance are posted by the check-in computer and are accompanied by an action plan for correction.

The Eau Claire Indoor Sports Center accepts enrollment from children 5-14 years of age. We offer care Monday thru Friday of the summer months (June-August). Specific dates are designated on the main registration form for each year. The standard hours of camp are 7:00am-6:00pm. Extended hours are also offered for early drop off as early as 6:00am and late pickup as late as 6:30pm. Camp Director (Amy) must be notified in advance for early drop off and late pickup to ensure adequate staffing. Cost for extended hours is \$5 per day or \$15 per week max per family.

The Sports Center does not discriminate on the basis of age, race, color, sex, sexual orientation, creed, handicap, national origin or ancestry.

Concealed Carry Policy

DCF 251.06(2) (c) addresses the presence of firearms and ammunition in a licensed group child care center as follows: "Firearms, ammunition and other potentially dangerous items may not be kept on the premises." Weapons are banned, even for those licensed to carry concealed weapons.

Contact Information

It is very important that we have accurate and current home and emergency contact information for each camper. If parent or emergency contact information changes, please let us know within 24 hours so that we may update our information as necessary.

Attendance

While attendance is not required, we do need to be informed when a camper will not be attending for any camp day or if they will be coming later in the day or leaving early. Please make these attendance updates with me (Amy Peterson-Foss) directly. Parents will be contacted if the child has not shown up for camp by Noon. Summer Camp staff will be maintained with a ratio of 1 camp counselor to 12 youth.

Security

For security purposes, only the parents, emergency contacts or authorized persons listed on the Health Form will be allowed to pick up the campers. If another party is to pick up your child and it is not included on the SICCC Form, we must have you inform us in writing. All children will have personal files at The Sports Center and they may be updated with the Camp Director at any time. Files include registration information, waiver forms, medication information, and disciplinary notes. Persons having access to children's records will not discuss or disclose personal information regarding the children or facts learned about children and their relatives except to the parent or other person authorized by state law.

Medication, Poor Health and Sunscreen

Medications will only be administered with written permission. Please make sure specific instructions are noted. Sunscreen needs to be applied every day for outside events such as: recess, pool, field trips, and other activities. Insect repellent will be provided by the camp. Please do NOT send insect repellent with your child. If you need to send a separate repellent, please give it directly to Amy.

Ill children are defined as those who are exhibiting: vomiting, diarrhea, fever over 100 degrees or inability to participate in programs. Children experiencing any of these symptoms or behaviors will be asked to leave camp until the symptoms are no longer present for 24 hours. This is for the health and welfare of all campers, staff and your children. Please respect our health policy and do not send children to camp who are ill.

Lice – we have a nit free policy. Any child with lice or nits found in their hair will not be allowed at camp.

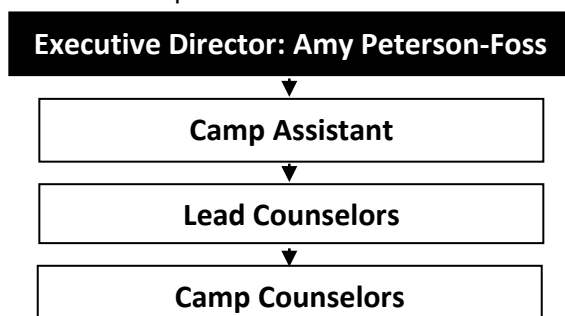
Emergency and First Aid

All Sports Center Summer Camp Counselors are First Aid/AED/CPR certified. If an accident or injury occurs, the staff will treat the injury as instructed through certification or as directed on your Health History and Emergency Care Plan.

In the occurrence of an extreme emergency while at the facility or on a field trip and away from the facility, 9-1-1 will be called. If there is an emergency situation that does not require ambulance transport, I (Amy) will transport the child directly to the unit of care needed, after contacting parents.

Program Administration

The Sports Center Summer Camps are administered as follows:



Placement

Placement will be guaranteed to the first 200 registrants. Registrations received after that time will be dependent on available dates. Children will be split into 3 areas. Party Room = Ages 5 and 6. Conference Room = Ages 7-9. Back center area = Ages 10-14.

Payment

The Sports Center requires each family to enroll in Tuition Express by sharing either credit card or checking/savings account information and we will bill your source weekly as your child(ren) is scheduled. Payments are processed Monday morning of each week. Our recommendation is to use your checking account for authorization as it does not have any additional fees. The credit card authorization requires a 3% additional fee per transaction from each family.

If you need to cancel any weekly camp, you must do so by e-mail or in writing by Noon Monday, 2 weeks prior to that individual camp week AND receive confirmation. All updates need to be made with Amy and will be confirmed. If you do not receive confirmation, do not assume your update has been received. Cancellation shared between 1-2 weeks prior to any specific camp will result in a \$20 charge per day. Cancellation within 1 week of designated camp will result in full charge. Full charge is also due for cancellations *the week of* any specific camp. There will be NO credits given for sick days. There will be NO refunds. For family discounts, please see page 8.

Attire

Campers will be spending time both indoor and outdoor each day. Please dress your child appropriately for weather conditions. **Make sure children have sunscreen and sneakers each day.** The Sports Center will provide "Rocky Mountain Kid Safe Broad Spectrum SPF 50 Sunscreen" for each child. This is the preferred method as it will help cut down on application time and be less expensive for parents 😊.

The other option is to send your own. If so, please make sure it has masking tape around it and your child's name written on it. **NO SPRAY SUNSCREEN ALLOWED!** This has caused issues in the past with getting in children's eyes so it is no longer an option. Rooms are split according to ages, Age 5-6, Age 7-9 and Age 10-14. If you have more than one child, each will need a separate bottle of sunscreen. Sunscreen may be kept at The Sports Center but may not be left in personal lockers. Please give your sunscreen to a counselor to store behind the check-in counter.

Meals and Snacks

The Sports Center will provide healthy snacks and milk/juice twice per day. Morning snack is at approximately 10:00am and afternoon snack is at approximately 2:30pm. Children will receive rest time after each snack. Staff will eat with children in the same room and at their tables for socialization and/or disciplinary procedures.

Snack Schedule:	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Baby Carrots	Fruit Snacks	Watermelon	Apples	Bananas/Oranges
PM	Animal Crackers	Goldfish	Cheerios	Graham Crackers	Snack Mix

Full day campers are responsible for providing their own breakfast and lunches, or they may purchase lunch packages through The Sports Center. Summer Camp families: please be advised that all breakfast and lunches must follow the meal pattern guidelines shared on page 6.

The Sports Center will provide an option of spaghettiOs, pizza, brat, peanut butter and jelly uncrustable, corn dog, or hot dog lunches for \$5.00 (these include milk, fruit, and vegetable). Days will be designated on the weekly parental form. If you will be ordering lunch through The Sports Center, you will need to pay for that day and place your order prior to 10:00am. Lunches may also be purchased in advance for the entire week and processed with your Tuition Express payment. If notification comes later in the week, you will need to pay separately.

Sack lunches must be brought when the field trip requires it. The weekly parental letter will include this information. If you are sending a sack lunch, please make sure an ice pack is included whenever inside items need to keep cool.

The Sports Center also sells: water, granola bars, animal crackers, fruit snacks, juice, soda, candy, chips, nachos and pretzels at the café which will be open during daily free time. Snacks are restricted until after afternoon snack is complete. Caffeinated soda will not be available for sale unless prior approval has been shared by a parent. You may send extra money with your child for additional snacks, but it is not necessary.

Field Trips

Campers will be visiting the City's Fairfax Pool one time per week (Tuesdays). The cost of this field trip is included in the cost of the camp. We will be using Eau Claire Student Transit for transportation. Children will need to bring suits, towels, sunscreen, a change of clothes and a plastic bag for wet clothes on pool day. Additional field trips will be planned for each week of the summer relating to that week's sport or activity. The other field trips will take place on Thursdays.

Money and Personal Property

The Sports Center is not responsible for lost, damaged or stolen items, money kept in lockers or money kept in pockets. Please leave valuable items at home! ECISC will keep your child engaged in healthy and active games. For this reason, please do NOT send any electronics. **Cell phones, iPods, iPads, Kindles, Nooks, DS, any other handheld games or anything you may connect to the internet with are NOT allowed.** **Absolutely NO ELECTRONICS.**

If your child wants to have money with them during camp (for snacks, vending or arcade games), please leave it with Summer Camp staff at the concession area where it is secure. Our staff will hold camper's money for them in a secure place, so it can be retrieved during free times each day and on field trips. If you are leaving money specifically for a field trip, please confirm with ECISC staff.

Weekly Focus Explanations

Weeks include camper favorites but will also introduce new games/ideas associated with the theme.

Sports Galore – all sports are combined to provide an awesomely fun week!

Super Star Soccer – Games, skills and fun activities associated with Soccer.

Extreme & Silly Sports – Try new things! (ex: Soccer w/your hands, backwards kickball, volleyballoon).

Party in the USA – Children pick each crazy day (Silly Hat Day, Super Hero Day). DANCE CONTEST!

Imagination Station – Children work together as a team to complete unique challenges.

Outdoor Adventure-Mania – Added outdoor fun to soak in some sun.

Family Fun – We host a family picnic and incorporate fun family games into the mix (gunny sack races)☺

Soaked & Soggy – Slip-n-slide, Water Limbo, Drip drip drop, Soak a Counselor & tons of other water fun!

Summer Boredom Busters – "I Spy," puzzles, Mystery bag, "Hide It". Be creative and explore new games!

Track & Field – We measure abilities, practice to improve them and work at setting personal records.

Operation Obstacles – Create new and exciting obstacles. Children work as a team to make their own!

Summer Olympics – Children enjoy activities related to the worldwide Olympics.

The Grand Finale – Summer's end party, sign t-shirts, ice cream treats and school send-off!

Additional equipment

Specific sports will require campers to bring equipment relating to the activities. Equipment will include:

Every day: Tennis shoes, Extra Change of Clothes, Water bottle recommended

Soaked and Soggy/Pool days: Swimsuit, Sunscreen, Towel and Goggles (if needed)

*****ALL ITEMS SHOULD BE CLEARLY LABELED WITH CHILD'S NAME*****

Discipline

It is our goal to provide your child with a fun, entertaining and healthy environment. We will treat your child with respect and consideration. We also expect our campers to express the same respect and

consideration for our staff and each other. Swearing, name calling and/or physical contact will not be tolerated. Any disciplinary problems will be immediately referred to the lead instructor and will follow the delegation of administrative authority listed on page 2.

Steps to Behavioral Success

1. Concerns will be discussed with the family informally to gather information and share observations.
2. A systemic approach will be determined to track behaviors. Relevant information will be documented to determine patterns of behavior. Interventions will be determined based on parent and ECISC staff recommendations.
3. A meeting between parents/guardians, camp counselors and administration will be held to determine a plan of action.
4. Behavior will be monitored and adjustments to the plan will occur as needed.
5. If behavior continues to be a problem, a decision will be made regarding the best placement for the child's success. In the best interest of the child, it may be necessary to find alternate care arrangements.

Discharge Policy

The ECISC reserves the right to terminate a child's enrollment for any of the following reasons:

1. Failure to submit required forms or keep updated information on file.
2. Failure to observe rules of the program.
3. Child's behavior is hazardous to self or others.
4. Repeated child behaviors that are disruptive to the classroom and not resolved through behavior improvement strategies.
5. Disruptive parent behaviors that may be threatening to children and/or staff.

Parent Expectations

1. Dress your child appropriately for each day. MUST HAVE TENNIS SHOES.
2. Set your child up for success by ensuring that they have adequate sleep and nutritious food.
3. Turn in paperwork and updates in a timely manner.
4. LABEL EVERYTHING YOU SEND WITH YOUR CHILD. This helps us make sure it gets returned.
5. Call if your child will not be attending that day.
6. Do not send electronics. No phones.
7. Handle yourself appropriately at all times. Be respectful to children, staff and the facility.
8. Respect our expectations and rules.
9. Understand that if your child is here, they are expected to participate in ALL activities.
10. Greet and say goodbye to staff, or at least make eye contact. This helps provide closure for your child and our staff.
11. Inquire about your child's day. We prefer to have the lines of communication wide open so if you have questions, please ask.
12. Communicate with the Director (Amy) and camp counselors on a regular basis. If you have any goals or concerns, please let us know😊.

Thank you again for choosing The Eau Claire Indoor Sports Center as your child's Summer Camp headquarters! I look forward to a great and successful summer getting to know you and your family. If you have any questions, need to make changes to your registration form or add extra weeks, please give us a call at 715-552-1200.

Sincerely,

Amy Peterson-Foss

Executive Director

amyp@ecsportscenter.com

Summer Camp families: please be advised that the following meal pattern is mandatory for all children whether receiving meals through The Sports Center or the parents/guardians are providing meals for any given day.

MEAL PATTERN REQUIREMENTS

The meal pattern shall contain, at minimum, each of the following components in the amounts indicated for the specific age group.

BREAKFAST	Age 3, 4, & 5	Age 6 up to 12
1. Milk, fluid	3/4 cup	1 cup
2. Juice, ^a fruit or vegetable or Fruit(s) or vegetable(s)	1/2 cup	1/2 cup
3. Grains/Breads: ^b	1/2 cup	1/2 cup
Bread	1/2 slice	1 slice
Cornbread, biscuits, rolls, muffins, etc ^b	1/2 serving	1 serving
Cereal:		
Cold dry	1/3 cup or 1/2 oz ^c	3/4 cup or 1 oz ^c
Hot cooked	1/4 cup	1/2 cup
Cooked pasta or noodle products	1/4 cup	1/2 cup
LUNCH OR SUPPER	Age 3, 4, & 5	Age 6 up to 12
1. Milk	3/4 cup	1 cup
2. Meat or meat alternate:		
Meat, poultry, fish, cheese	1 + 1/2 oz	2 oz
Alternate protein products ^g	1 + 1/2 oz	2 oz
Yogurt, plain or flavored, unsweetened or sweetened	6 oz or 3/4 cup	8 oz or 1 cup
Egg	3/4 egg	1 egg
Cooked dry beans or peas	3/8 cup	1/2 cup
Peanut butter or other nut or seed butter	3 Tbsp.	4 Tbsp.
Peanuts or soynuts or tree nuts or seeds	3/4 oz = 50% ^d	1 oz = 50% ^d
3. Vegetable and/or fruit ^e (at least two)	1/2 cup total	3/4 cup total
4. Grains/Breads: ^b		
Bread	1/2 slice	1 slice
Cornbread, biscuits, rolls, muffins, etc ^b	1/2 serving	1 serving
Cereal, hot cooked	1/4 cup	1/2 cup
Cereal, cold, dry	1/3 cup or 1/2 oz ^c	3/4 cup or 1 oz ^c
Cooked pasta or noodle products	1/4 cup	1/2 cup
SUPPLEMENT	Age 3, 4, & 5	Age 6 up to 12
Select two of the following four components:		
1. Milk	1/2 cup	1 cup
2. Juice, ^{a,f} fruit or vegetable or Fruit(s) or vegetable(s)	1/2 cup	3/4 cup
3. Grains/Breads: ^b	1/2 cup	3/4 cup
Bread	1/2 slice	1 slice
Cornbread, biscuits, rolls, muffins, etc ^b	1/2 serving	1 serving
Cereal:		
Cold dry	1/3 cup or 1/2 oz ^c	3/4 cup or 1 oz ^c
Hot cooked	1/4 cup	1/2 cup
4. Meat or meat alternate		
Meat, poultry, fish, cheese	1/2 oz	1 oz
Alternate protein products ^g	1/2 oz	1 oz
Egg, Large ^h	1/2 egg	1/2 egg
Cooked dry beans or peas	1/8 cup	1/4 cup
Peanut butter or other nut or seed butter	1 Tbsp.	2 Tbsp.
Peanuts or soynuts or tree nuts or seeds	1/2 oz	1 oz
Yogurt, plain or flavored, unsweetened or sweetened	2 oz or 1/4 cup	4 oz or 1/2 cup

^a Must be full strength fruit or vegetable juice.

^b Bread, pasta or noodle products, and cereal grains shall be whole grain or enriched, cornbread, biscuits, rolls, muffins, etc., shall be made with whole grain or enriched meal or flour.

^c Either volume (cup) or weight (oz), whichever is less.

^d No more than 50% of the requirement shall be met with tree nuts or seeds. Tree nuts and seeds shall be combined with another meat/meat alternate to fulfill the requirement. For purpose of determining combinations, 1 oz. of nuts or seeds is equal to 1 oz. of cooked lean meat, poultry or fish.

^e Serve 2 or more kinds of vegetable(s) and/or fruit(s). Full strength vegetable or fruit juice may be counted to meet not more than one-half of this requirement.

^f Juice may not be served when milk is the only other component.

^g Alternate protein products may be used as acceptable meat alternates. These products must meet the requirements of Attachment E of PI-1486.

^h One-half egg meets the required minimum amount (one-ounce or less) of meat alternate.

ECISC Summer Camp: FREQUENTLY ASKED QUESTIONS

1. How does early drop off work?

Charge is max of \$15 per week or \$5 per day per family. Early Drop-off is offered for those who would like to drop their children off earlier than 7:00am. We will accept children as early as 6:00am with prior notification. Early Drop-off must be specified prior to arrival. It is offered each day, as long as we are notified ahead of time.

Late pick up is also offered from 6:00-6:30pm each night. Please notify staff ahead of time if you will need this benefit. If you are running late and it is an unexpected occurrence, please call and we will accommodate to the best of our ability.

2. Can a family member or trusted friend pick my child up?

Other people may pick up or drop off your child, but we must be notified ahead of time and have written consent. If it is a last-minute change, please be sure to speak directly to Amy Peterson-Foss and send an e-mail with written authorization.

3. How does Tuition Express Credit Card and Checking Account Authorization payment work?

The Sports Center requires each family to enroll in Tuition Express by sharing either credit card or checking account information and we will bill your source weekly as your child(ren) is scheduled. Payments are processed Monday morning of each week. Our recommendation is to use your checking account for authorization as it does not have any additional fees. The credit card authorization requires a 3% additional fee per transaction from each family.

4. Will I get a receipt?

You sure will 😊. You will get a code to sign up with on the Tuition Express website. It is a quick and easy log-in and then receipts will be automatically sent to your e-mail. Likewise, you are able to access your year-end tax information thru this site.

5. What if my schedule changes?

No problem. We are flexible and will accommodate to the best of our ability. The Sports Center requires notification to take place at least 2 weeks prior. If you are changing your schedule, notification needs to be made directly to Amy by Monday at Noon, 2 weeks prior to any given week. **Updates may NOT be made with other Summer Camp employees.**

6. How do snacks and lunches work?

Snacks are provided by The Sports Center at approximately 10:00am and 2:30pm each day. Lunches are a separate fee. We eat at noon each day and children have the option of bringing a sack lunch or purchasing a lunch from The Sports Center for \$5.00. Lunch includes: meal of choice, fruit/vegetable and milk or 100% juice. Lunch options are specific to each week:

Mondays and Fridays = Pizza

Offered each day = Jumbo Hot Dog, Brat, Corn Dog, Peanut Butter and Jelly
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7. What should I send with my child each day? What can they bring?

Make sure your child is wearing tennis shoes each day. Please send a change of clothes for each child. Summer Camp shirts need to be worn on field trip days which are Tuesdays and Thursdays.

All personal items are sent at your own risk. NO ELECTRONICS. NO PHONES. NO SKATEBOARDS. We do allow scooters, rollerblades, rip sticks, etc. for the children to play with during free time. Use is regulated. Scooters, rollerblades, and rip sticks require helmet use.

Summer Camp Rates 2018



Before April 15th: Registration fee is \$30 per Individual or \$55 per Family

After April 15th: Registration fee is \$40 per Individual or \$65 per Family

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Full Day = 7:00am - 6:00pm

Extended Hrs (\$15/wk) = 6:00-7:00am and 6:00-6:30pm

5-Day Camp:	1 child	\$175/wk
	2 children	\$165/wk
	Additional	\$155/wk

4-Day Camp:	1 child	\$155/wk
	2 children	\$145/wk
	Additional	\$135/wk

Single Day:	1 child (T or Th)	\$ 48/day
	1 child (M, W or F)	\$ 43/day
	2+ children (T or Th)	\$ 45/day
	2+ children (M, W or F)	\$ 40/day

Youth Leader	1 child	\$125/wk
		\$25/day

If you have questions on specific days or alternate planning, please contact Amy for a quote at 715-552-1200.

***Snacks and field trips (2 weekly) included in cost**

***Lunch = \$5.00/day**