

Dear Summer Camp Families,

Thank you, once again, for selecting St. Andrew's Summer Camp. Every summer is about providing a fun and safe environment, and this year, the health and safety of your children is our top priority. St. Andrew's is planning to open Summer Camp That would thoroughly follow the Governor's orders, CDC and DHEC guideline on Monday, June 8.

Today, I write to share an update on our planning. The below email includes details on the following:

- Programming
- Payment Processing and Refunds
- Covid-19 Health Precautions
- Additional Safety/Medication Considerations
- Drop off/Pick Up
- Discipline Policy
- Transportation
- Lunch/Snack
- Swimming
- Items Needed Daily
- Looking Ahead

2020 Programming

To ensure compliance with all required health and safety protocols:

For the Month of June, we are cancelling

- Supper Sloppy
- Harry Potter
- CampH2O
- Day trippers
- Animal Adventure
- National Treasure
- Cooking Camp
- FFP Afternoon

For the summer we have Canceled

- Archery
- Babysitting 101
- Golf Camp
- Mermaid
- Fairytale
- All Star Gymnastics
- Kids Dance Party
- Bricks 4 Kids
- Ultimate Sports Camp
- Fairytale

- Gymnastics
- Magic
- Pirate Camp

Payment Processing and Refunds

Refund Policy – If we are notified at least one week before the start date of camp week, a full refund will be issued minus a \$5.00 administrative fee.

If your child is in a cancelled camp, I can transfer your child into Remix Camp or place a credit on your account for future activities. In the email to Klynch@standrewsparks.com, please include

Child's name:

Camp Attending:

Credit/Transfer/Refund:

Payments for the 2020 camp season will be processed June 15/July 15 and August 15th. If your plans have changed and your family no longer plans to attend camp this summer, a full refund will be issued to you within five to seven business days of your cancellation. To initiate a refund, please email Customerservice@standrewsparks.com

Covid-19 Health Precautions

Should you, your children, or another member of your household develop symptoms of COVID-19 or come in close contact with a person diagnosed with or under monitoring for COVID-19, please contact Klynch@standrewsparks.com

Prior to your children's arrival each morning, all Teammates will complete a wellness check. This will include a temperature check.

- Teammates will always wear a mask, except during designated break times taken away from other staff and campers.
- Any Teammates who has a fever of 100.4 degrees or more and/or exhibits symptoms of COVID-19 will be not be allowed to return to camp for 14 days. No individual may enter the facility within 72 hours of exhibiting a fever
- As a guiding principle, staff will keep a six-foot distance from campers and fellow staff.

Campers:

- Parents that wish for their child/children to wear face masks while at camp must provide them.
- Any camper who has a fever of 100.4 degrees or more and/or exhibits symptoms of COVID-19 will not be allowed to return to camp for 14 days. No individual may enter the facility within 72 hours of exhibiting a fever

- As a guiding principle, campers will also be reminded to keep a six-foot distance from other campers and staff, though help will be provided from the counselors within your children's group in situations where extra help is needed (i.e. tying shoes)

Phased Plan

***Phase 1 June 8-July 31 -Your children will be assigned to a group of 8 peers and 1 morning and 1 afternoon counselors. These groups will remain together throughout the day and will not mix with other campers.

Phase 2- July 31-End of Summer business as usual.

There will be no large group gatherings, such as assembly, talent shows, or inter-camp games.

***The dates listed in the Phases are subject to change with the guidelines that we receive from the Governor and the CDC.

Shared Items

We will have adequate supplies to minimize sharing of high touch materials to the extent possible or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use. Campers should not bring personal items unless necessary. Avoid sharing electronic devices, toys, books, etc.

Additional Safety/Medication Considerations

- Every site is equipped with multiple first aid kits. All team members are CPR/First Aid/AED Certified.
- The Site Director will notify parents if there is evidence of serious injury or illness. A written record will be kept of all injuries and accidents requiring first aid. A copy of the incident report will be kept on file.
- In case of emergency, illness, or injury to a child, the parent or guardian will be notified immediately. If the parents/guardian cannot be reached immediately, the emergency numbers on file will be called. In the event of an emergency warranting medical attention or considered life threatening, the Site Director will call 911 or take other necessary emergency procedures. Parents/guardians and/or emergency contacts will be contacted as well.
- If your child must take a prescription medication of any kind, you must notify the Site Director and give us all medical information upon registration. Medication must be kept in original prescription bottle.
- Over the counter medication will not be dispensed without a doctor's written authorization. All medication should be given to the Site Director to ensure proper usage. Children are not permitted to have medication in their possession to take on their own. Medication will never be given to a child by a staff member without the proper written authorization. No medication will be dispensed unless it is in its original container.

Drop off/Pickup

Campers who are registered for:

Camp without Extended day drop off is 8:15am

Morning camps run from 8:30 am – 12:00pm

Afternoon camps run from 12:00 pm – 5:00 pm

Camp dismissal for all full day camps is 5:15 pm

***A charge of \$1 per minute will be added to your account for each minute that you are late to pick up your children

Drop off Locations:

- Camp Remix Drop off is at 1095 Playground at the Gymnasium
- Tennis campers are to be dropped off and picked up at the tennis courts (near the main office) also located at 1095 Playground Road.
 - If registered for Extended Day – Early, drop off will be at the gymnasium.
 - If camper is staying for an Afternoon Camp, pick up will be at the gymnasium.
- FFP campers are to be dropped off and picked up at St. Andrew's Family Fitness Plus located at 1642 Sam Rittenburg Blvd.
- Camp Remix at Forest Lakes campers are to be dropped off and picked up at the Forest Lakes Club House located at 1822 Gun Club Road.
- Specialty Camps-Please look at the camp brochure to allow for correct Drop off location

Drop off

- Assign two teammates upon arrival to have them wash hands and put on a facemask, and a single pair of disposable gloves.
- The teammates will be stationed outside the Gym/Fitness Center (Back by the Pool Area) and Forest lakes Clubhouse, they will make a visual inspection of the child/teammate for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing, fatigue, or extreme fussiness, and confirm that the child is not experiencing coughing or shortness of breath.
- They will then take the child's/teammates temperature if over 100.4 the child and teammates will not be allowed into the building
- Upon arrival to the building all children and teammates should engage in hand hygiene (i.e. Hand Sanitizer)
- After Hand sanitizing the child will be entered into E-trak at the front desk
- Then Child will be escorted to their assigned morning meeting spot

Pick up

- Assign two teammates upon Dismissal to wash hands and put on a facemask, and a single pair of disposable gloves.
- Have parents wait in their cars and we will have the child hand sanitize and be escorted to their car.

Discipline Policy

Children rely on adults to set parameters for their behavior. Such limits are necessary in providing programs and protecting individual rights. Discipline will be administered reasonably and fairly. Children will be made aware of all rules and responsibilities at the beginning of the week and are reminded daily. Positive reinforcement is our preferred approach. A disciplinary infraction will be used to effectively curb inappropriate behavior. Violence towards self or others is not tolerated and camper may be subject for immediate removal from the camp program. Bullying is not tolerated.

No refunds are given when a child is dismissed from camp.

Our steps for discipline are:

1. Verbal warning.
2. Time-out. Removal of the child from the group setting.
3. Child has a conference with the Camp Director and a disciplinary infraction is filled out - a copy is sent home with parent/guardian.
4. If the child still continues with disruptive behavior, a conference between the child's parent/guardian and the Camp Director will be arranged to discuss the possible removal of the child from the program

Transportation

All Field trips have been cancelled. If this changes we will be in contact.

Lunch/Snacks

Snack

- Will be served in areas not in large group
- Children/teammates will wash hands prior to and immediately after eating.
- Teammates who are preparing snack will wash their hands before preparing food and after.
- Snack is provided once per day for half-day camps and twice per day for all-day camps.
- If your camper has a picky palate or severe allergies, we recommend sending him/her with their own snacks.

Lunch

- Bagged Lunches need to be packed everyday
- Disposable lunch bags will be recommended.
- If lunch reusable bags are brought in, they will be sanitized upon arrival and after lunch

We are unable to provide refrigeration for personal lunches/snacks

Swimming

The pool will be sectioned off to adhere to COVID-19 guidelines.
Each section will be able to accommodate one group of campers at FFP and Forest
Lakes

*No Swimming for Camps registered at Parks and Playground

Although we won't be swimming you never know when we'll get the urge enjoy a water
day so please Pack a Bathing Suit every day!

Items Needed Daily

- Backpack with only the necessities for the day
- Comfortable clothing, including sneakers/tennis shoes and socks, are a must for a memorable camp experience! PLEASE LEAVE FLIP-FLOPS AND SANDALS AT HOME
- Since many of our camps will be outside for a portion of the day, we ask parents to provide sunscreen! The best way to prevent sunburn is to apply at least 30 minutes before going into the sun. We will help reapply throughout the day. However, please remember to apply before arriving to camp! Help us keep your kids sunburn free.
- PLEASE LABEL EVERYTHING!! There will be a lost and found area for lost items.
- St. Andrew's is not responsible for lost or stolen items

Looking Forward

As we prepare for the beginning of the summer camp season, we will be in regular communication with any new information or adjustments.

During the past several weeks, the camp leadership has connected virtually to prepare for this summer. The energy and excitement coming from this special group of people is inspiring, and they cannot wait to return to campus and to see your children

Thank you

Kristyn Lynch & Desmond Jefferson
Program Director & Afterschool and Camp Director