

## CAMP PEACE 2019

Peace United Methodist Church  
Camp Peace '19  
13502 Town Loop Blvd.  
Orlando, FL 32837  
407-438-8947

Dear Parents,

Thank you for your interest in the Peace United Methodist Church Summer Camp, CAMP PEACE '19. Camp Peace will offer three weeks of camp for children ages 4 through completed 5th grade. The Camp will run 9:00 a.m. to 12:00 p.m. with extended care until 4:00 p.m. for an additional fee. The cost of camp is \$90.00 per week per child and the cost of camp with extended day is \$125.00 per week per child. This Summer's themes are as follows:

- June 3<sup>rd</sup>-7<sup>th</sup> Starlight Station
- June 10<sup>th</sup>-14<sup>th</sup>- Super Sports Spectacular
- June 17<sup>th</sup>-21<sup>st</sup>- Zooplosion

More information can be found in the following packet. Please read this completely so you will be aware of policies and procedures for Camp Peace '19.

**\*\*Deadline for enrollment is Wednesday May 29<sup>th</sup>, 2019**

Camp is enrolled on a first-come first-served basis and space is limited. I recommend early enrollment to ensure your child's placement.

I look forward to another great summer at CAMP PEACE '19! Together we will work in Christian harmony to make this one of the best Summer Camps ever! Please don't hesitate to contact me with questions.

Sincerely,

Julie Chatfield,  
PUMC Director of Children's Ministries  
321-689-6899  
juleelchat@gmail.com

## ENROLLMENT APPLICATION

Please print clearly.

<b>Child's Name:</b>		
<b>Child's Mailing Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Contact Email:</b>		
<b>Child's Birthday:</b>	<b>Child's Age:</b>	<b>Grade entering in Fall:</b>
<b>Parent/Guardian 1 Name:</b>		<b>Contact Phone:</b>
<b>Address if different from child's:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Parent/Guardian 2 Name:</b>		
<b>Other's Authorized to pick up child:</b>		
<b>Known Allergies:</b>		
<input type="checkbox"/> Asthma	<input type="checkbox"/> Chronic Illnesses	<input type="checkbox"/> Heart Disease
<input type="checkbox"/> Measles	<input type="checkbox"/> Convulsions	<input type="checkbox"/> Diphtheria
<input type="checkbox"/> Mumps	<input type="checkbox"/> Rheumatic Fever	<input type="checkbox"/> Scarlet Fever
<input type="checkbox"/> Discharging Ears	<input type="checkbox"/> Nervous habits	<input type="checkbox"/> ADD/ ADHD
<input type="checkbox"/> Whooping Cough	<input type="checkbox"/> Chicken Pox	<input type="checkbox"/> Diabetes
<input type="checkbox"/> Speech Problems	<input type="checkbox"/> Allergies	<input type="checkbox"/> Autism
<input type="checkbox"/> Polio	<input type="checkbox"/> Speech Problems	<input type="checkbox"/> Temper Tantrums
List any Allergies not listed:		
_____		
_____		
<b>Current Medications:</b>		
<b>Insurance Company:</b>		

# ENROLLMENT

WE CANNOT ASSIGN YOUR CHILD TO A CAMP SLOT UNTIL ALL THE REQUIRED DOCUMENTS, ENROLLMENT, DOWN PAYMENT, AND FORMS ARE COMPLETELY FILLED OUT. PLEASE SELECT THE WEEKS IN YOU WILL BE ATTENDING.

Weekly Camp	Option 1: 9:00-12:00 \$90 per wk/per child	Option 2: 9:00-4:00 \$125. per wk/per child	(minus) Down Payment \$30.00 per wk/per child	Total DUE	Total PAID
Starlight Station					
Super Sports Spectacular					
Zooplosian					

- Drop off completed enrollment, fees, and documents at the Church Office M-F, 8:30 a.m. to 3:30 p.m. Or you may mail it to Peace United Methodist Church, 13502 Town Loop Blvd., Orlando, FL 32837, Attn: Camp Peace '19.
- Students ages 4 and 5 years of age must provide proof of immunization. This is the infamous blue and yellow forms. If your student is from Peace Preschool, we can make copies of these forms already on file.
- Space is limited and children will be accepted on a **first-come, first-served basis**. We will process applications in the order in which they are received.
- **You will receive an email confirming enrollment.** Emails will be sent to the email address provided.
- If we reach capacity and your child cannot be placed, we will attempt to contact you 2 times by phone at the numbers you provide. You may choose to place your child on our waiting list or to pick up your personal information and fees. We cannot guarantee enrollment of kids on our waiting list.
- If we are missing information, we will attempt to contact you 2 times by phone or email at the information you provide on the enrollment form. Your child will not be enrolled until the missing information is provided.
- If your child is not enrolled due to space limitations or missing information, all personal information, forms, and fees will be returned to you AFTER the first week of camp has started.
- **Once your child is enrolled and confirmed, the registration fees are non-refundable. Sorry, no exceptions.**

**MEDICINE POLICY**

TEACHERS OR STAFF MEMBERS OF CAMP PEACE '19 OR PUMC WILL NOT ADMINISTER ANY MEDICINES, EITHER OVER-THE-COUNTER OR PRESCRIPTION. ALTERNATE PLANS NEED TO BE MADE BY PARENT/GUARDIANS FOR THE ADMINISTRATION OF MEDICATIONS.

**PERSONAL INFORMATION**

Please provide any personal information you feel would help us in regard to your child's adjustment to camp:

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**TERMS OF AGREEMENT**

1. Registration fees are due at time of Enrollment and are Non-refundable once child's placement is confirmed.
2. No refunds or credits are given for absences, changes, withdrawals, or dismissal for cause.
3. For the safety and general welfare of all campers, the Camp reserves the unrestricted right to dismiss a camper whose conduct or influence, in the opinion of the Camp Director or the PUMC Director of Children's Ministries, is inimical to the best interests of the Camp.
4. Permission is hereby granted for photographs to be taken of the camper and the Camp has the right to utilize these photographs in Camp brochures, on our website, and in other promotional or display material without prior notice.
5. I have read the Medicine policy and understand that no medicine will be administered to my child while at Camp Peace '19.
6. I authorize Camp Peace '19 as part of Peace United Methodist Church to contact the people listed in the Emergency Contact section in the event I cannot be reached in an emergency.

**SIGNATURE OF PARENT:**

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# Camp Handbook

## GENERAL INFORMATION

CAMP PEACE '19 is operated as part of the Children's Ministry of Peace United Methodist Church and is governed under the policies, practices, and supervision of that Ministry. We are licensed through the Florida Department of Children and Families and follow their guidelines. State License #C070R0188.

Please note that we are first and foremost a Church. We treat one another with respect and dignity. We will not allow our children, teachers, or staff to be exposed to foul or abusive language. Such actions are grounds for dismissal. We are happy to address, according to handbook guidelines, any concerns you may have as long as they are presented through the proper channels.

Camp Peace '19 will run three separate weeks and you may choose to attend 1, 2 or 3 sessions.

**June 3<sup>rd</sup>-7<sup>th</sup>- Starlight Station:** Kids will join Sprocket McCracken and the crew to discover how to be a servant leader as they walk through the life of Joseph. Kids will also have fun using their imaginations as they create and learn about outer space. They will also partake in daily activities preparing for our week-end space training extravaganza. Strap in and hold on for an out-of-this-world experience.

**June 10<sup>th</sup>-14<sup>th</sup>- Super Sports Spectacular:** Discipline, Teamwork, Trust, and Integrity. These and others are values kids will learn from one of the greatest teams of the Bible, the Apostles of Christ. As usual, kids will be involved with crafts and activities centered around fitness and fun including fitness challenges, a daily obstacle course and ending the week with fun Olympic festival.

**June 17<sup>th</sup>-21<sup>st</sup>- Zooplosion:** Lions and Donkeys and Ravens, oh my! The animals are the main characters as kids watch the Bible Stories through the eyes of the animals, seeing how God always provides. Then they will ponder "what might have happened" and learn that things work out better when we follow God's plan. This week will also prove to be full of fun animal antics and end with a special visit from the animals themselves.

Camp Peace '19 will be separated into 2 Camps as follows:

**Morning Only Camp** is for completed 4-yr olds thru completed 5<sup>th</sup> Graders. This camp will run M-F, from 9:00 a.m. -12:00 p.m.

**Extended Day** is for 4-yr olds through completed 5<sup>th</sup> grade. Extended day will run from 12:00-4:00 p.m. Please be sure to pack a lunch.

## GENERAL CAMP GUIDELINES AND POLICIES

The following are valid for all sessions of Camp Peace '19. Enrollment procedures and forms are detailed in the Enrollment section of the Registration Packet. Please read these carefully. You and your child will be expected to follow all of the Guidelines and Policies.

### **PAYMENT POLICY**

- Registration fees are due at the time of registration and are non-refundable. Registration fees will be applied to your weekly camp fee. (see enrollment forms for more information)
- Weekly Camp Fees are due the first Monday of each Session (See specific Camp sections for details on fees).
- Any payment received after 12:00 p.m. on Monday will incur a \$15.00 late fee.
- If fees are not paid by 9:00 a.m. of the next camp day your child will not be admitted to camp.
- We accept payment by cash, check or money order only. There will be a \$25.00 fee for each check returned to us by your bank in addition to what your bank may charge. Payments thereafter must be made in cash.
- There will be no credit for sick or vacation days. If your child will be absent for any length of time, full weekly Camp fees must be paid to preserve their place. Please make arrangements to pay your Camp fees on time or in advance to avoid late charges.

### **DROP OFF AND PICK UP**

- Camp starts at 9:00 a.m. You may drop off your child starting at 8:45 a.m.
- Pick up is between 11:45 and 12:00 p.m. Extended Day is between 3:45 and 4:00 p.m.
- No child will be accepted earlier than 8:45 a.m.
- Each child must be signed-in and signed-out every day by a responsible adult over the age of 18.
- For your child's safety, they will only be released to those listed in the Enrollment Form or otherwise duly authorized by the parent/guardian to pick up your child.
- PLEASE PICK UP YOUR CHILD ON TIME. Each child will be charged \$5.00 per 5 minutes that he/she remains at the camp after pick-up time. Late pick-up charges will be due the morning of the next camp day or your child will not be allowed to stay for camp.

### **HEALTH AND SICKNESS**

- Children must have proof of Health Insurance to be enrolled. A copy of this information is to be given at enrollment.
- If your child is sick, please do not bring them to camp. Your child should not return until all contagious symptoms have passed and your child is ready to participate in the daily activities. This includes being fever free for 24 hrs. There is no credit for missed days. (See Health procedures)
- Camp Peace staff members or PUMC staff members will not administer medication of any kind.
- If your child gets sick while at camp, you will be expected to pick up your child or arrange their pick up within a reasonable amount of time after notification.

## CAMP PEACE 2019

- Accidents and boo-boos happen. If this involves your child, we will use our best judgment to determine if the parent should be called. If your child receives a minor cut or scrape, we will clean it, apply a band-aid or ice, and give lots of love.
- We expect to have an emergency contact number at all times. If your contact information provided on the enrollment form changes, even for a day, please notify us at sign-in.

### **SNACKS AND LUNCH**

- The camp will provide one mid-morning snack. Please send in an appropriate snack if your child cannot have what we have planned for the day. (See Snacks section for details)
- **LUNCH IS NOT PROVIDED.** Extended day students please pack a lunch.
- Camp Peace '19 will strive to be a peanut-free facility. We ask that you speak to your child about the importance of not sharing their food. If your child has special dietary needs please note them in the health section of the enrollment form.

### **CLOTHING AND SHOES**

- We plan to have as much fun as possible this summer! This includes the possibility of getting messy. Please dress your child for fun and save the “Sunday-Best” clothes and shoes for another time. We cannot be responsible for any lost, missing, or damaged clothing items or accessories.
- All children need to wear closed-toe shoes. If we schedule a water play day, please send appropriate swim shoes for your child to wear.

### **WHAT YOUR CHILD SHOULD BRING**

- Please provide a bag/backpack for each child with its name on it. Include:
  - A complete change of clothes including socks
  - Sunscreen
  - Sunglasses
  - Hat
- Please label all items brought to camp
- Please do not allow children to bring in personal items such as toys, games, stuffed animals, blankets or any electronic device unless you have received notice from the Camp that these are acceptable. If your child carries a cell phone, we ask that you keep it for the time he/she is at camp. We are not responsible for any personal item brought to camp.

### **BEHAVIOR**

- In our efforts to ensure Camp Peace '19 is safe and enjoyable for every child we will be strict with discipline and require every child to be responsible for his/her actions. **Discipline will always be firm and done in love using our best judgment, while keeping every child's best interest in mind.** (Please refer to the Discipline policy)
- Camp Peace '19 reserves the right to deny Camp to anyone and to have any child withdrawn from the Camp at any time, without prior notification.

## **WITHDRAWAL FROM CAMP**

- A written notice is required to withdraw a child from summer camp. No credit/refunds will be given for days paid for after child is withdrawn. If you withdraw your child and then wish to re-enroll, full registration fees will be due.

Summer Camp can provide your child experiences and memories that will last forever. Your children are special to us. That's why we have designed our program especially for them! We will strive to raise self-esteem, create independence, foster creativity and imagination, and show them God's love while providing a positive and safe environment for all. With your prayers and support we can have great summer camp!

Please read on for specific information on each Summer Camp option.

## **MORNING ONLY CAMP**

(The following information is specific for the Elementary Camp.

Please read the General Camp Guidelines as they also apply for Elementary Camp.)

### **Age Range:**

- Morning Only is for kids who are 4 years through completed 5<sup>th</sup> grade.

### **Morning Camp will operate:**

- 3 sessions
  - **June 3<sup>rd</sup>-7<sup>th</sup>- Starlight Station:**
  - **June 10<sup>th</sup>-14<sup>th</sup>- Super Sports Spectacular:**
  - **June 17<sup>th</sup>-21<sup>st</sup>- Zooplosion:**
- 9:00 a.m. to 12:00 p.m.
- Monday through Friday

### **Fee Schedule is as follows:**

- Total camp fees are \$90.00 per child, per session. This will be paid in the following way:
  - \$30.00 is due at Registration per child, per session. This is non-refundable.
  - \$60.00 is due each Monday of camp, per child, per session.

### **Discounts:**

- Camp Peace, '19 strives to be an efficient and affordable summer camp option. Because of this, we have already reduced our fees for this summer. No discounts will be offered.

### **Drop off time is 8:45- 9:00 a.m.**

Please escort your child to sign-in.

### **Pick up time is 11:45 to 12:00 p.m.**

- PLEASE PICK UP YOUR CHILD NO LATER THAN 12:00 p.m. Each child will be charged \$5.00 for each 5 minutes that he/she remains at the camp after 12:00 p.m. Late pick-up charges will be due the morning of the next camp day or the child will not be allowed to stay for camp.

(Please read the General Camp Guidelines found on page 2 for more information and for what your child needs to bring to camp)

## **EXTENDED DAY CAMP**

(The following information is specific for Extended Day Camp)

### **Age Range:**

- 4 years through completed 5<sup>th</sup> grade

### **Extended Day Camp will operate:**

- 3 sessions
  - June 3<sup>rd</sup>-7<sup>th</sup>
  - June 10<sup>th</sup>-14<sup>th</sup>
  - June 17<sup>th</sup>-21<sup>st</sup>
- 12:00-4:00 p.m.
- Monday through Friday

### **Fee Schedule is as follows:**

- Total camp fees are \$125.00 per child, per session. This will be paid in the following way:
  - \$30.00 is due at Registration per child, per session. This is non-refundable.
  - \$95.00 is due each Monday of camp, per child, per session.
  - You can elect the amount of days you stay late for \$10.00 per day no more than \$35.00 per week.

### **Discounts:**

- Camp Peace, '19 strives to be an efficient and affordable summer camp option. Because of this, we have already reduced our fees for this summer. No discounts will be offered.

### **Drop off time is 8:45 am to 9:00 am.**

- Please escort your child to sign-in.

### **Pick up time is 3:45-4:00 p.m.**

- PLEASE PICK UP YOUR CHILD NO LATER THAN 4:00 p.m. Each child will be charged \$5.00 for each 5 minutes that he/she remains at the camp after 4:00 p.m. Late pick-up charges will be due the morning of the next camp day or the child will not be allowed to stay for camp.

Please read the General Camp Guidelines found on page 2 for more information and for what your child needs to bring to camp.

## **DISCIPLINE POLICY**

We view discipline as guidance, not punishment. We are dedicated to helping children develop inner discipline by providing reasonable rules and logical consequences for breaking rules. Discipline strategies we use are positive reinforcement, active listening, and redirection. A child may be given a period of "time-out" from the group if he or she continually demonstrates unacceptable behavior. "Time-out" is not a punishment, but a time when the child can calm down, remember the behavior the teacher expects, and decides when he or she will rejoin the group with appropriate behavior.

The Teacher will notify the Director of Summer Camp or Supervisor in charge if a problem occurs. Corporal punishment will not be used. Children will not be hit, slapped or spanked. No child will be humiliated, shamed, frightened or verbally abused. Food cannot and will not be used as a form of discipline. This is in accordance with the Florida Department of Children and Families.

If a behavior problem persists, the parents will be asked to attend a conference to discuss possible techniques for motivating the child to behave in an acceptable way. If, after repeated attempts and parental involvement the problem still persists, the child may be dismissed from the Camp the rest of the summer.

## HEALTH AND SAFETY PROCEDURES

If your child becomes ill or is injured at church, we will contact you. If we cannot reach you, we will isolate and care for your child until you arrive for pick-up. Please be sure to update your Emergency contact information as it changes.

Please keep your child home if he/she:

1. Has a fever of 100 degrees or more
2. Has had a fever during the previous 24 hours
3. Has a cold that is less than three days old
4. Has an unidentified rash
5. Is fussy, cranky, and generally irritable
6. Had an upset stomach and /or diarrhea within the last 24 hours
7. Has any contagious condition or symptoms of such condition

Please notify the Director of Summer Camp, the Supervisor in charge, or the Director of Children's Ministries of PUMC immediately if your child has a communicable disease.

Your child may attend camp if 1) the cold is over and minor nasal discharge remains, 2) there has been an exposure to a communicable disease but the proper person at Camp has been notified and incubation dates discussed, 3) your child has been on an antibiotic for 24 hours and has been cleared by your physician.

## IN CASE OF EMERGENCY/INJURY

If your child is injured while participating in Camp Peace '19 we will practice the following procedures. If the injury is a minor cut or scrape, the wound will be cleaned with soap and water and a Band-aid will be applied. Ice will be applied when necessary. An accident report will be filled out which will require your signature stating that you have been informed of the situation. In the case of a more serious injury, we will locate or contact you immediately and inform you of the situation. An ambulance will be called if necessary. Please be sure to keep all records up to date.

## CAMP PEACE DAILY SCHEDULE AND SNACKS

### Daily Schedule 2019 (Subject to Change.)

8:45- 9:15	Arrival/Free Time/ Manipulatives
9:15-9:30	Large Group Bible Lesson
9:30-10:00	Activity 1
10:00-10:30	Activity 2
10:30-11:00	Activity 3
11:00 -11:30	Activity 4
11:30-11:45	Activity 5
11:45-12:00	Clean up/Pick up

### Extended Day:

12:00-12:30	Lunch
12:30-1:00	Activity 1
1:00-1:30	Activity 2
1:30-2:00	Activity 3
2:00-2:30	Activity 4
2:30-3:00	Free Play
3:00-4:00	Snack, Movie and clean up.

**Activities include:** Crafts, Games, Science, Snack and Bible connection activity.

**Snacks :** A list of snacks will be provided on a weekly basis as they vary from week to week and may be indicative of the theme.