

CHECKLIST FOR CAMP

Please make sure you review this entire packet, check off & sign this page.
This packet is due on **Tuesday, May 21** at our Mandatory Parent Meeting
7:00 PM at Rocky Run MS, 4400 Stringfellow Road, Chantilly, VA

REQUIRED FORMS FOR EACH CAMPER: Due May 21

Signature Sheet (This Page) Payment Sheet (Page 2 of this Packet)

Emergency Care Form #2

Walking Field Trip Form #3

You can access Camp Documents by clicking here:

<http://fcsouthwestvipcamp.weebly.com/accepted-campers.html>

OPTIONAL FORMS FOR EACH CAMPER: Due July 3

Splash Down Field Trip Form #4

Bowl America Field Trip Form #8
*Rain Plan Field Trip

Volcano Island Field Trip Form #5

ONLY IF STUDENT NEEDS:
Inhaler (9), Epi-Pen (10), and/or
Medication Authorization (11)

Central Park Funland Field Trip Form #6

Mott Center Registration Form #12

Cameron Run Field Trip Form #7

My signature certifies that my child and I have read and understand all policies and procedures of VIP Summer Camp. I have reviewed the entire packet which outlines all of the operations, policies, and procedures of camp. I hereby grant permission for my child to participate in any or all aspects of the programs, special events, walking and bus trips, including swimming, I am aware of the VIP Summer Camp Program rules within this packet and understand that the [FCPS Rights & Responsibilities](#) are a part of these rules. I acknowledge that we do not have camp on July 4 or 5, 2019 and that my child's behavior may determine level of participation in camp. If for any reason, my child becomes unable to attend camp, I will let cemolle@fcps.edu know immediately. *Please check here _____ if you do not grant camp permission to release your child's picture in promotional materials, social media, or camp website.*

STUDENT NAME (PRINTED)

DATE

STUDENT SIGNATURE

PARENT/GUARDIAN SIGNATURE

PAYMENT SHEET

Please fill out this form and bring it to the Parent Meeting on May 21, 2019 at 7 pm
Rocky Run MS, 4400 Stringfellow Road, Chantilly, VA

REGISTRATION FEE

All campers are required to pay this \$50 fee. It covers administrative costs of camp. Please pay this fee by going to [MySchoolBucks](#) and submitting this payment online. This payment is due May 21, 2019 to secure your spot in camp. If we do not receive this fee by May 21, 2019 your spot will go to the next camper on the Wait list.

Camper's Name: _____

Camper's Middle School: _____

\$50 Registration Fee due by May 21, 2019
*Required for all Campers

Registration Fee Paid by: _____

Registration Fee Paid on: _____

PAID BY:

- My School Bucks
- Cash
- Check # _____
- Money Order

FIELD TRIP FEES

These fees for field trips should be paid to Stone MS, 5500 Sully Park Dr, Centreville, VA 20120 between the dates of July 1-3. Your child must have a field trip form & payment for each field trip that they would like to attend. If they have not submitted both of these they will be unable to attend the field trip and must STAY HOME that day. Please indicate what trips you are planning to attend for our May 21 meeting for planning purposes.

Indicate which field trips you will be participating in:

- 7/10: Splash Down \$14
- 7/17: Volcano Island \$14
- 7/24: Central Park Fun-land \$32
- 7/30: Cameron Run \$14

PAID BY:

- Cash
- Check # _____
- Money Order

*Please email cemolle@fcps.edu with your Free & Reduced Paperwork to receive those rates.

VIP CAMP DATES

Monday, July 1 - Thursday, August 1, 2019

*NO CAMP ON JULY 4 OR 5!

Camp Location: Stone Middle School: 5500 Sully Park Drive, Centreville, VA**Camp Phone Number:** 703-631-5948

SPECIAL DATES:

7/1: First Day of Camp

7/19: Ice Cream Truck - Bring \$

7/4: No Camp

7/24: Central Park Funland Field Trip

7/5: No Camp

7/26: Ice Cream Truck - Bring \$

7/10: Splash Down Field Trip

7/30: Cameron Run Field Trip

7/12: Ice Cream Truck - Bring \$

8/1: Ice Cream Truck - Bring Money

7/17: Volcano Island Field Trip

8/1: Last Day of Camp

Directions:

- Review this entire packet and the camp website. (Ice cream menu & prices are available)
- Print all forms from camp website <http://fcsouthwestvipcamp.weebly.com/accepted-campers.html> and fill them out completely.
- Bring these forms with you to the Parent Meeting on Tuesday, May 21 at 7pm at Rocky Run MS.
- \$50 Registration Fee should be paid via [My School Bucks](#) by May 21.
- If we do not receive your required forms and registration fee by Friday, May 24, 2019, your child's slot will be offered to a student on the wait-list.
- Field Trip Forms and Payments will be collected at Stone Middle School between July 1 - 3. Field Trips are optional; if your child chooses not to attend or does not have their forms turned in, they will need to stay home from camp that day. *We do not keep any staff at the camp site during field trips.*
- June 30, 2019 is the final day to request a refund for paid registration fees in the even that your camper will be unable to attend VIP Camp.

POLICIES & PROCEDURES

ARRIVAL & DISMISSAL:

Camp opens at 8:00 am. Campers who arrive earlier will need to wait outside until staff arrives. Students will have to sign-in when they arrive and must remain in camp until bus departure at 4:00 pm. No one can leave early without a parent to pick them up. Camp Activities end at 3:45 pm. Pick up is between 3:45 pm - 4:00 pm. Everyone must be on a bus or picked up by 4:00 pm.

BUSES:

The bus transportation list will be sent out before camp starts. All campers may take advantage of any of these stops. Please be at your bus stop early so you don't miss the bus. The afternoon bus stops are the same with the addition of the Mott Community Center. Your camper must be enrolled at the Mott Center in order to get on this bus, and this must be the stop you designate.

AFTER CARE:

The Mott Community Center located at 12111 Braddock Road, Fairfax, VA, 703-278-8605 and will provide program activities from 5:00 pm - 7:00 pm daily for our campers who indicate they need this. They can be picked up any time before 7:00 pm. Please understand that we cannot leave campers unattended waiting for rides beyond 4:00 pm at Stone MS. Please be on time to pick up students or sign them up for after-care.

WHAT TO BRING TO CAMP:

- A Name-Labeled drawstring bag
- 2 healthy snacks (Lunch will be provided. Bagged Lunch if you prefer your own.)
- A refillable water bottle (critical for sports camps)
- Sunscreen
- Extra T-Shirt or small towel

Students will be placing their bags in sub-camp bins. Cell phones are encouraged so that you can communicate with your children when needed and for technology class. They will only have access to them during lunch and at the end of camp for communication. Please educate your camper about protecting their valuables, as we cannot be held accountable for lost or broken items brought to camp.

FIELD TRIPS:

You will receive field trip itineraries prior to the trip date by News You Choose. Please read over this information. It will tell you all of the details, leave & return time, what you should bring, how much money & when it is due.

POLICIES & PROCEDURES continued

CHAPERONES:

Please email cemolle@fcps.edu if you are interested in chaperoning a field trip. If we need your help, we will contact you. You may be required to drive separately and will be asked to pay for your admission to the trip.

LATE ARRIVAL & ABSENCES:

More than 2 days absent without notice will result in your camper potentially being dropped from camp. You will be contacted if you have not indicated on our [absence form](#) that your child will not be attending camp. Please fill this form out for each day that your child will not be attending camp. Please discuss with the Camp Office about early pick-ups in case we are off-campus for a trip.

DAILY ACTIVITIES AT CAMP:

We have 6 sub-camps which is how we organize students for their daily activities. They will rotate through selected activities throughout the week within their sub-camp. All campers are together during morning arrival, lunch, afternoon pickup, and field trips.

MEDICAL EMERGENCY:

In the event of an emergency or sudden illness, parents/guardians will be contacted first, emergency contacts will be contacted if we cannot get in touch with a parent/guardian. FCPS protocol will be followed regarding contact of emergency services.

INFORMATION:

In accordance with the Virginia Privacy Protection Act of 1976, the requested information will be used to coordinate activities of this agency. I understand that some of the information contained in this form may be released to persons who request such information in accordance with the requirements of the Virginia Freedom of Information Act (VFOIA), VA. Code Section 2.2-3700. As this statement, indicates, not all information the camp collects is subject to availability under the VFOIA.

BEHAVIORAL ISSUES:

If the actions of a participant may cause injury to themselves, other participants, or staff, camp staff reserves the right to deny his/her continuation in the program. Also, students refusing to participate, or causing repeated disruption thereby compromising the quality of experience for other campers, will also be dismissed from camp. If school property is stolen, destroyed, or damaged, payment may be required for replacement or repairs. Please do not bring unnecessary valuables to camp. Loss or damages to these items is not the responsibility of FCPS/NCS.

POLICIES & PROCEDURES continued

PARTICIPATION:

VIP is a structured enrichment and recreation program. Parents may pick up their children at any time during the day. The coming and going of participants is the responsibility of the parents. Should a child leave the camp for any reason, a parent will be contacted and the child is no longer the responsibility of camp staff. If a child misses more than two consecutive days of camp activities without prior arrangement with camp staff, that camper's slot could be forfeited to the next child on the Wait List.

TRANSPORTATION:

Transportation to and from the camp is available through FCPS buses from selected stops within the community. Transportation from VIP camps to an NCS teen center at 4:00 pm will be available upon request from a parent.

PARENTAL RESPONSIBILITIES:

Transportation to and from the bus pick-up/drop-off sites is the responsibility of the parent/guardian. Parents/Guardians may transport their child(ren) to/from the camp. Parents must have alternative transportation arrangements in case of emergency, illness, or disciplinary problems. The program does not open until 8:00 am and ends at 4:00 pm.

LIABILITY:

On behalf of my child, I recognize that there are risks inherent to participation in camp activities and agree to hold harmless FCPS/NCS, its officers, employees, and volunteers from any and all claims from bodily injury and/or property damage which result from my child's participation in any and all activities sponsored by the said Department.

STAFF CONTACT INFORMATION:

Camp Administrator: Courtney Molle cemolle@fcps.edu Franklin MS

Crafts: Sandy Donlon sldonlon@fcps.edu Liberty MS

Boys Conditioning: Nick Anderson nmanderson@fcps.edu Stone MS

Soccer: Julio Dejo jadejo@fcps.edu Lanier MS

Technology: Amanda Tyner astyner@fcps.edu Rocky Run MS

RULES OF CONDUCT:

PARTICIPANTS:

- Must sign-in and out each day.
- Stay in your assigned group.
- Show respect for others in what you do and say.
- Attend Regularly.
- Be involved in as many activities each day as possible and encourage others as well.
- Listen to all VIP Camp Staff and follow directions carefully.
- Maintain self-control.
- Take care of your personal belongings. No weapons, unnecessary electronic devices.
- Your Cell Phone is your responsibility.
- Follow the same guidelines provided by FCPS SR&R.

PARENTS:

- Support the VIP Camp Staff and work with them to resolve disciplinary problems.
- Understand that transportation to and from camp or bus stops is a parent's responsibility.
- VIP Camp opens at 8:00 am.
- VIP Camp does not provide supervision after 4:00 pm. You may sign-up for Mott Community Center if you wish for care until 7:00 pm.
- Make arrangements for your child to be picked up in the event of sickness, uncontrolled behaviors, or other emergency needs.

TERMINATION OF CAMP PRIVILEGES:

- The participant's actions cause injury to self, peers, or staff.
- If the child exhibits inappropriate behaviors which may inhibit participation in activities.
- If the child engages in repetitive, aggressive, harmful, or disruptive behavior.
- If the participants fails to follow the general rules of conduct.
- If the participant is involved with the destruction of school property.
- The child does not meet the eligibility criteria for the program.

BEHAVIOR GUIDANCE AND MANAGEMENT:

Camp Staff may have to take actions to resolve a problem that is disruptive to the program and other participants. Behavior guidance requires very specialized skills. We appreciate your support as staff try to find a solution that promotes non-disruptive behaviors and allows your child to participate without incident in activities. Staff members use a proactive approach to meet the needs of all campers.