



CAMP FA Spring Camps

Spring Break Week: APRIL 22-26, 2019

Teacher Work Week: JUNE 3-7, 2019

www.fredericksburgacademy.org/camps

springcamps@fredericksburgacademy.org

Headquarters- 540-898-0020 x211

Welcome to CAMP FA Spring Camps! Please see the important policies and procedures that will help guide your camper's experience. Contact our CAMP FA team with any questions you have, and we look forward to having you join us for all the great adventures this spring!

Registration Requirements and Forms to Download

Once completed, the online registration form must contain all required registration information. *On the first day of camp, a parent/guardian MUST check-in each camper and verify that all registration information and forms are completed and fees are paid in full. If your child is not a current student at Fredericksburg Academy, or is, but needs to update information, please download, complete and return the following pertinent forms prior to his/her first day of camp:*

- **CAMP FA Spring Camper Emergency Form** Required, may be completed on camper's first Monday at CAMP FA check-In. Printing and completing the form in advance will expedite your check-in process on the first day. *This form is separate from the FA Student Emergency Form.*
- **Transportation Permission** Required on the reverse of the Emergency Form, as this selection of camp involves campers leaving campus in either an FA minibus or other FA vehicle. Lack of transportation permission will result in the camper unable to attend the field trip. Field trip locations will be emailed to the parents 24 hours prior to departure.
- **Proof of Age and Identity**- In accordance with state regulations, official proof of age and identity must be presented prior to attendance. Acceptable proof of age and identity includes hospital birth records, passports, and Virginia public school records. All documents must be originals; photocopies are not acceptable. **Students who have previously registered for FA programs will have proof of age and identity on file.** The Proof of ID form can be signed by our CAMP FA staff at check-In on your child's first day of camp. Notation will be made of the document presented, and all records will stay in possession of the parent or guardian.
- **Allergy Action Plan for Camps**- if needed
- **Asthma Action Plan for Camps**- if needed

CAMP FA and Falcon Club Fees and Cancellation Policy

CAMP FA and Falcon Club Morning and Afternoon Fees are due at the time of registration and are non-transferable. Campers may not attend programs without payment on or before the first day of camp.

To cancel a camp session, contact Spring Camps Director Amber Pritt by email, springcamps@fredericksburgacademy.org. CAMP FA registration fees are not transferable to another child. *We are unable to make refunds for missed days of camps.*

Please note the following CAMP FA Cancellation Policies:

- **A \$40 administrative fee will be deducted from the refund of tuition and fees if a cancellation occurs before April 1 for Spring Break Week, May 13 for Teacher Work Week.**
- **All fees are forfeited if a cancellation occurs on or after April 15, 2019 for Spring Break Week, May 27 for Teacher Work Week.**
- **All fees will be refunded if a camp is cancelled by CAMP FA.** Alternately, campers have the option to transfer enrollment into a new camp or future session of camp, and the difference in fees will be refunded or owed.
- **Refunds are provided by the same method as payment.** Credit card payments are refunded to the card used for payment.



Water Bottle, Snack, and Lunch

Campers should bring a clearly-labeled water bottle, morning snack, and lunch with them each day. Refrigerators and microwaves are not available for the storage or preparation of camper lunches. Parents are encouraged to assist children in packing healthy, energy-sustaining foods.

A snack will be provided for those campers who attend Falcon Club in the afternoon.

CAMP FA Spring Schedule and Drop Off and Pick Up Procedures (Lower School, 10800 Academy Drive)

CAMP FA Campus Map

7:00-8:45 a.m.- Falcon Club Morning Drop-off

From Carr Dr., turn onto Academy Dr. and proceed past our Upper School and Sports Center on your left and Activity Field on your right. Pull into and park in the circle in front of the Lower School, walk through the breezeway, follow the signs, and ring the buzzer to the left of the double doors for admittance. Campers must be checked in to Falcon Club by an adult.

8:45-9:00 a.m.- CAMP FA Carpool Drop-off

Mondays- All families check in at CAMP FA Check-In Table in front of the Lower School building

See attached campus access map for parking options. On the first day of camp, a parent/guardian MUST check-in each camper and verify that all registration information and forms are completed and fees are paid in full.

Tuesdays-Fridays- Drop off on Academy Drive in front of the Lower School building

From Carr Dr., turn onto Academy Dr. and proceed to our Lower School traffic circle. Look for CAMP FA Staff, who will be waiting to assist campers out of cars. Campers will proceed to the Lower School MPR for Morning Gathering and Greeting. Cars will be directed to take a right after the Sports Center and depart campus via Columbia Dr.

9:00-9:15 a.m.- CAMP FA Morning Gathering and Greeting, Lower School MPR

9:15 a.m.-12:00 p.m.- CAMP FA- Daily Activities On- and Off-Campus

12:00-12:10 p.m., 3:00-3:10 p.m.- CAMP FA Carpool Pick-up for Half- and Full-Day Camps

From Carr Dr., turn onto Academy Dr. and proceed to our Lower School traffic circle. Look for CAMP FA Staff, who will be waiting to assist campers in to cars. Cars will be directed to take a right after the Sports Center and depart campus via Columbia Dr.

**If your child is not picked up by 3:10 p.m., he/she will be taken to Falcon Club and charges will apply.*

12:00-3:00 p.m.- CAMP FA- Lunch, Afternoon Activities On-Campus

3:00-6:00 p.m.- Falcon Club Afternoon and Evening Pick-up

From Carr Dr, turn onto Academy Dr. and proceed past our Upper School and Sports Center on your left and Activity Field on your right. Pull into and park on the roundabout in front of the Lower School, walk through the breezeway, and follow the signs that will take you to our Falcon Club headquarters in the Lower School.

Authorized Pickup: *Only adults authorized on the registration form will be able to pick up students from CAMP FA. Siblings age 16 or over who are listed on the registration form and authorized by a parent or guardian may also pick-up a student. Adults should be prepared to present ID in the event that a staff member does not know them. If special plans or an emergency require that someone else pick up a child, CAMP FA must receive instructions from the parent or guardian including the name of the adult and relationship to the child.*

Late Fees: *If a child is not picked up from half-day camps by 12:10 p.m., full-day camps by 3:10 p.m., or Falcon Club by 6:00 p.m., charges will*



apply. CAMP FA late fees begin at the rate of \$10 per 1-10 minutes for the first three occurrences (e.g.: 6:01-6:10 p.m., fee: \$10; 6:11-6:20 p.m., fee: \$20, etc.) If late pickup occurs three or more times, camper participation will be reviewed.

Health and Emergencies

Sunscreen: Campers should provide a clearly-labeled bottle of waterproof sunscreen to be applied as needed.

Illness: Campers who are ill may not attend CAMP FA. If a camper becomes ill during a camp day, the parent/guardian or emergency contact will be notified to pick up the child.

Medications: If a camper requires daily or emergency medications, the appropriate forms must be completed and delivered to the director before the first day of camp. All medication will be stored in the nurse's office or in a locked box with the camp group if the child participates in a trip off campus.

Food Allergies: Campers with food allergies must have documentation with the director along with appropriate emergency medications and procedures.

Dress Code and Weather

Campers should dress appropriately for active play and considering the expected weather forecast. Campers should wear clothing with appropriate coverage, so no bare midribs or short-shorts are allowed. Camp activities will occur outside daily unless it is over 100 degrees, or has a Code Red Air Quality rating as determined by the Department of Environmental Quality. In the event of rain, campers will need rainboots and hooded ponchos/rain jackets as we will use this environment to further our education in nature. Frequent opportunities for hydration and cool-down in our air-conditioned buildings will be provided.

Swimming

Campers in grades JK-1 **must** bring and use approved flotation devices for use during swimming time in the pool unless cleared by an CAMP FA lifeguard through a swim test and given written permission by a parent or guardian to swim without a flotation device.

Campers will need to provide swimsuits, towels, and change of clothes. **Swim time is not guaranteed, based on weather and the daily schedule. Swimming availability will be confirmed with parents 24 hours prior.**

Grades JK and K Rest Time

Campers in rising grades JK-K will participate in a time of rest. They are not required to sleep but will have the opportunity for quiet relaxation. On the first day of the camp week, JK and K campers must bring a rest mat, blanket, or towel, top cover, and a small pillow with pillowcase. These items will be stored at camp Monday-Thursday and returned on Friday.

Guidance and Discipline

The positive psychology model adopted by CAMP FA includes guidelines for positive reinforcement, positive redirection and practices which help build an uplifting environment and positive outcomes in the following key areas: *Team Building, Accomplishment, Academic Enrichment, Environmental Stewardship, and Health, Wellness and Joy*

Policies exist to address guidance and discipline for a camper with behaviors which are consistently disruptive to camp activities or dangerous for the camper or the camper's peers. A parent/guardian will be notified, if necessary, if a shared action plan needs to be put in place to oversee such camper behaviors and employ additional redirection measures. If a camper cannot meet expectations set forth by the plan, CAMP FA reserves the right to ask the parent/guardian to withdraw the camper.

For Additional Information

CAMP FA Spring Director Amber Pritt, 540-898-0020 x211

CAMP FA and Fredericksburg Academy reserves the right to publish photographs of camps participants in advertisements and other promotional media unless informed in writing not to do so.