



John & Vera Mae Perkins Foundation

Summer Day Camp Program Parent Manual

The staff of the John & Vera Mae Perkins Foundation are pleased that you have chosen our program for your child. We are dedicated to seeing the gospel of Jesus Christ restore entire communities across America. Our work in reconciliation and community development demonstrates God's power to bring true unity and hope to areas across the country. Our main focus is to develop young leaders and rebuild our community. We are committed to raising up leaders who will play an active role in restoring our community.

Please read this handbook carefully. If you have any questions regarding our policies or procedures, please feel free to call Elizabeth Perkins at the JVMPF office at 601-354-1563, or stop by our office location at 1831 Robinson Street between 8:00AM – 5:30PM.

Thank you for enrolling your child in the Perkins Foundation Summer Arts Day Camp Program. The Bible tells us in Proverbs that children are a blessing from God. Thank you for sharing your blessing with us. We look forward to seeing them grow in love and the desire to serve others.

Summer Schedule

Daily Schedule

7:30 a.m. – 8:00a.m. – Parent drop off

8:00 a.m. – 9:00 a.m. – Chapel (character building topics)

9:00 a.m. – 9:15 a.m. – Bathroom & Short break

9:15 a.m. – 10:00 a.m. – Class Time (Computer room)

10:15 a.m. – 11:15 a.m. – Class Time (Computer room)

MWF – Computer Class(TBA)

11:15 – 11:30 – Prepare to go to lunch at Blackburn Middle School
(June 5 - July 14, 2017)

12: 30 p.m. – 1:45 p.m. – Nap time/Bathroom break

2:00 p.m. – Prepare for afternoon activities

5:15 p.m. – 5:45 p.m. – Parent pick up begins

5:46PM - Late fee begins

Summer Day Camp services weekly fee: \$85.00

Late fee of \$5 CASH every ten minutes, for each child(ren) on the spot.

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Note: Late fees start at 5:46 PM. Late fees are as follows; 5:46 PM – 5:55PM = \$5.00; 5:56PM – 6:06PM = \$10.00

General Information

JVMPF CAMP ATTENDANCE

A child must be in school to be available for learning; therefore, we believe that it is *pointless* for your child to be in the JVMPF program without regular attendance at summer camp. Regular attendance is the mutual responsibility of the child and the family.

Weekly attendance is mandatory. If your child has 2 or more absences (excused or unexcused) in one week, you will be contacted about whether he or she wishes to continue the summer camp. Please remember that we have a waiting list for students wanting to enroll in the Summer Arts Camp.

PUNCTUALITY

Getting to camp on time, ready to learn fosters a good attitude and forms the habit of using time wisely. Therefore, we encourage our students to arrive to Summer Arts Camp on time since we only have a short time to cultivate our learning abilities. Please make sure that you call the office if your child will be absent. *Note: Your child will be removed from the program if he/she only shows up in the afternoon only or shows up late three times in a one week.*

*Please try to schedule any appointments or any other family obligations in the afternoon hours. *

ARRIVAL & DEPARTURE - Signing In and Out

A parent, guardian or listed caregiver must park, come into the camp area and sign the camper in at arrival and out at departure each day. Whoever is picking up your child **MUST** come in to the gate and make direct contact with Adult Sign In/Out Attendee before taking their child.

If your child will be going home with someone other than a Parent, please send a signed note identifying the individual that will be picking up along with the time they will be taking your child. (Note: If this person is not on the list of names you provided on application, you will need to call us in advance.) Please advise anyone picking up your child that the JVMPF may request a picture I.D at the time of pick-up.

JVMPF cannot be responsible for sleepover luggage and other extra belongings.

Please make sure that the person picking up your camper knows to collect all the camper's belongings.

Occasionally camp runs late. If this occurs, please wait patiently for your child to be brought to you or return from an outing. (ex. swimming or field trip)

If you need to pick up your camper before the end of the camp day (5pm), please send a note indicating the pick-up time. Staff will insure that your child is at the JVMPF at the indicated time. If you must pick up your child unexpectedly, contact the Camp Director at 601-238-2073 or the JVMPF office Manager, Deborah Perkins, at 601-503-0374. Please remember to sign out.

CERTIFIED CPR

We have two people on our staff who are certified in CPR.

We have ONE ENTRANCE and EXIT of CENTER PROPERTY

The Summer Arts Camp will be held at the Ahmanson Club House (next to the basketball court). Students will enter and on Robinson Street (by the play ground). You will sign your child in by the playground. If your child is late you must come inside to sign him/her in.

ATTIRE and PERSONAL BELONGINGS

Campers are required to wear comfortable “play” clothes. Please be advised that some camp activities and crafts may involve washable paints or materials that may soil clothes.

For the safety of your child, we ask that campers wear tennis shoes or closed-toe closed back shoes with rubber soles. Flip flops and shoes with open toes are permitted but *not* advised.

Campers may not bring toys from home, electronic games, CD players, DVDs, etc.

to camp. The JVMPF Camp provides appropriate games and activities for all camp activities.

Visits to the Snack Shack will be available daily at posted times. Campers have no need for money during the camp day unless it is for the Snack Shack. All money needed for activities should be given directly to their teacher as you sign them in.

Every MONDAY OR WEDNESDAY, campers may bring a swim suit and towel for swim time in the afternoon. (*Note: We will use a small private pool to provide a more controlled environment*)

HEALTH and SAFETY

Campers must have a medical information form on file with JVMPF that identifies individuals and/or physicians to be contacted in the case of an emergency and lists any physical limitations or impairments and medications (and side effects) your child may be taking.

Please notify the Camp Director, Elizabeth Perkins, if your child is taking any medication that might affect his/her behavior in camp.

The JVMPF camp staff does not dispense any medication. Do not send medication in your child’s book bag.

In the event of an accident or injury that requires first aid, an accident report will be completed and parents will be notified by phone. A copy of the accident report

will be sent home for your personal records.

Campers may not attend camp with a fever. Any child who has been nauseated or who has vomited during the evening should not be in camp the following day.

Children must be fever free with no vomiting or nausea for 24 hours to return to camp.

Campers should not attend camp if they have an unexplained rash, diarrhea, discharge from the eyes or ears, or any symptoms that are cause for concern to JVMPF staff. A parent will be called to pick up their child immediately if JVMPF staff notices any of above mentioned symptoms or others.

Please notify the Camp Director if your child has been exposed to any germs or communicable conditions that could be shared with other campers or staff members.

DISCIPLINE

The JVMPF camp staff believes in positive, affirming discipline that allows for a personally, enriching camp experience. Camp staff and counselors will use positive language and reinforcement to help guide a camper to make safe, positive choices as he/she explores the environment and interacts with peers. Our camp leaders and counselors are ready to work with parents to make sure their child feels nurtured and encouraged in the JVMPF camp environment.

Disciplinary actions are taken only as a last resort and will include one warning, time-out.

If a camper is a constant disruption in the camp and is not responding to the camp leaders' guidance, the Director will call a parent to discuss alternate options.

If the behavior continues, the camper may be asked to stay home (with no refund of Camp fees).

If a child does something egregious while at camp there will be an immediate call to a parent to pick up their child and the child will be asked to stay home (with no refund of Camp fees).

Any bullying, both physical and verbal, such as name-calling, teasing, ridiculing, or anything that "hurts" another person will not be tolerated.

We encourage parents to discuss the rules at home with your children before they come to camp.

Thank you for choosing the John & Vera Mae Perkins Foundation Summer Arts Camp. We are committed to having the best camp program in Jackson! Please feel free to call us at any time to discuss any issue that might affect the well-being of your child.]