



UNM Children's Campus



2023 Summer Day Camp Information & Policies

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Welcome to the UNM Children's Campus 2023 Summer Camp program! The UNM Children's Campus is licensed through the State of New Mexico as a 5-star facility and is nationally recognized and accredited through the National Association for the Education of Young Children (NAEYC). We are excited that you and your child have chosen to join us this summer. We have planned a wide variety of fun and engaging activities. In addition, your child will receive a free UNMCC camp T-shirt, hat, and water bottle with their summer camp registration!

In order to help you and your child feel more comfortable with the program, we are providing you with the following camp policies and procedures and camper code of conduct. Please note that the complete Children's Campus Parent Handbook is available for you to view online at childcare.unm.edu. We encourage you to look over these policies and procedures. In addition, we ask that you read over the camper's code of conduct with your child so that they become familiar with our expectations for them.

If you have any questions, please feel free to contact either me at 277-3365 or weecare@unm.edu. We look forward to meeting each of you and are excited to be working with you and your family this summer!

Camper's Code of Conduct

As a Camper, I will:

- Show respect to other campers, and treat them as I would like to be treated
- Show respect to staff and cooperate with their instruction
- Know and follow camp rules
- Use program equipment, supplies, and facility appropriately
- Be open to learning and participating in camp activities
- Always remember to have fun

Activities

Planned camp activities are age-appropriate and provide opportunities for your child to learn while they are having fun. Ensuring that your child is safe while participating in Summer Camp activities is our number one priority. Parents and campers will receive a weekly schedule of activities. If you have any concerns regarding any of the planned activities, please feel free to contact the Children's Campus Associate Director.

Check-In/Check-Out

Campers must be signed in and out daily by an authorized parent or guardian, 18 or older. Please ensure that the individual picking up your child is listed on the pick-up authorization form and is prepared to show picture identification. Your family will be asked to check in/out using the posted QR codes in front of the classroom and on paper in the classroom both upon arrival and departure.

Communication

The Children's Campus has an open-door policy. We encourage communication among Children's Campus staff, parents, and campers. Please share feedback, concerns, or information about your child with the Children's Campus Associate Director at (505)277-3365 or weecare@unm.edu.

Deposit & Fees

A \$150 deposit is required for each camp session to secure a spot in that session. This \$150 will be applied towards the cost of the session. Should you choose to cancel your registration, this \$150 deposit is non-refundable. All camp fees must be paid prior to the first day of camp.

Discipline Plan

Discipline aims to maintain a safe and fair environment that encourages growth and development of the child's self-esteem. This type of environment encourages the building of interpersonal competence and fosters self-discipline and respect for others. The Children's Campus adheres to the following procedures:

1. Rules shall be clear, understandable to the child, explained before and during disciplinary action, and consistently applied.
2. Discipline shall include positive guidance, redirection, modeling of constructive handling of feelings and the resolution of interpersonal conflict, setting of clear-cut limits, and use of logical non-punitive consequences.
3. Discipline may include non-punitive restraint to ensure safety and prevent the destruction of property. It may include brief, supervised separation from the group and withdrawal of special privileges.

4. Discipline will not include forcing a child to apologize to another.
5. **Children's Campus staff will never use physical punishment such as shaking or hitting. They will not engage in psychological abuse or coercion, will never use threats or derogatory remarks, and will never withhold nor threaten to withhold food as a form of discipline.**

Please note: We do not allow parents to physically discipline their child(ren) while on Children's Campus property. This includes the 30-minute drop-off and pick-up parking zone. It is our professional responsibility to notify the Children Youth and Families Department if we believe a child is being physically harmed.

Emergency Contact Form

Parents must complete and turn in an Emergency Contact Form in order to provide the program with a list of emergency contacts and individuals authorized to pick up or drop off their child. Please note that individuals not listed on the form WILL NOT be permitted to pick up your child without your written permission.

Emergency Plan

Children's Campus staff will receive notification from the University of weather or other emergencies. Staff members will advise participants on what to do in case of an on-site emergency. In the case of a health emergency, the parent or guardian listed on the Emergency Contact Form will be notified immediately in the event of any accident, injury, or illness that requires medical treatment and shall include plans for the transportation of the camper to the source of medical care, if necessary.

Extended Care Options

The Children's Campus makes morning extended care options available for your child during each summer camp session for an additional fee. Your child is eligible for extended care services only if you have registered for the corresponding summer camp session. Morning (7:00am – 8:00am)

AM Sessions: \$50/session

AM Intersession: \$25/session

Food

As part of the Children's Campus Summer Camp program provides breakfast, lunch, an afternoon snack, and dinner as applicable. The Children's Campus participates in the US Department of Agriculture's (USDA) Child and Adult Care

Food Program (CACFP), offering children nutritionally balanced meals throughout the day, including breakfast, lunch, and pm snack.

All of our classrooms incorporate family-style dining and nutrition education within the classroom curriculum. Family-style dining is a style of dining where the children participate in all parts of the meal, including meal planning, setting the table, serving, and cleaning up. It also involves conversation about the food or other topics of interest to the children. This provides the children with an excellent opportunity for discussion and the development of healthy habits. During meals, staff members sit and eat with the children to model appropriate behavior and engage in and encourage conversation.

Food Allergies

Please complete the Medical Information form accurately regarding any food allergies. We will make every attempt to accommodate your child and communicate with you about accommodations. If your child has a food allergy, we require a doctor's note for our files.

Illness

Please do not send sick children to camp. Any child who is vomiting, has a temperature of 100.4 degrees F or higher, or has a communicable illness such as pink eye will be required to stay home until they have been on antibiotics or are symptom-free for at least 24 hours without the use of medication.

Current COVID Protocols:

While masking will no longer be required facility-wide, anyone wishing to continue wearing a mask is more than welcome to do so. We ask for your support in diligently monitoring your child's symptoms and keeping them home if they are ill. As a reminder, per New Mexico Child Care Licensing, the Children's Campus is required to send children home when they have a temporal temperature of 100.4, are displaying signs of illness and/or are displaying behavior changes, or signs of any contagious disease or severe illness are observed. Once a child has been sent home, Licensing requires that they are symptom-free for 24 hours without the use of medications for fever, vomiting, and/or loose stools before they may return to care.

Classrooms impacted by a positive case will be required to close for approximately one hour and will reopen for children once the space has been disinfected. The Children's Campus will continue to utilize the Test to Stay (T2S) model when a positive case has been identified in eligible classrooms.

- Fully Vaccinated children may return to the classroom immediately following a brief classroom closure (approximately 1 hour) to allow for the space to be disinfected. Proof of vaccination is required prior to return.
- T2S will be an option for all children in our Toddler 2, Early PreK, PreK, and School-Age classrooms, regardless of vaccination status (including partially vaccinated and unvaccinated children). Children participating in T2S may return to the classroom following a brief closure (approximately 1 hour) with a negative test on day one and subsequent negative tests on days three and five based on initial exposure
- Children not participating in T2S can return to the classroom on the 6th day post-exposure as long as they are symptom-free.

Late Pick-Up

Campers are expected to be picked up promptly at the close of the program session. If your child stays later than their scheduled pick-up time, you will be charged a \$10 late fee for every five minutes or portion thereof that you are late, payable upon pick-up the same day. Extended care options are available from 7:00 am to 8:00 am for an additional fee payable prior to the first day of summer camp.

Lost & Found

Please label all of your child's belongings so that they are easily identified. If your child loses something, please check with Children's Campus staff.

Parking

You may park in the 30-minute parent drop-off and pick-up lot. Please do not park in the Q-parking lot without the appropriate permit, or you will be ticketed.

Registration

All campers must have a completed summer camp registration packet on file at the Children's Campus. In addition, as required by New Mexico State Child Care Licensing, all campers must have an up-to-date immunization record on file along with a copy of their birth certificate.

Special Needs

Please share relevant information and/or documentation so that Children's Campus staff can work with your family to make your child's camp experience successful.

Supervision

Campers will be under Children's Campus staff supervision at all times. Children's Campus staff will strive to provide a minimum of a 15 to 1 child-to-adult ratio. Campers are expected to stay with their group at all times throughout the day.

Weather

Summer Camp will happen, rain or shine! Please make sure your child comes to camp dressed appropriately. The children will be participating in a number of outdoor activities and will be exposed to direct sunlight on a daily basis. While we will support the children in applying sunscreen multiple times throughout the day, if your child is sensitive to the sun and prone to sunburn, we ask that you provide appropriate protective clothing to minimize the risk of sunburn.

What to Bring to Camp (all belongings must be labeled)

- Refillable Water Bottle
- Sunscreen
- Hat
- Closed toe shoes
- Comfortable clothes appropriate for outdoors
- Long Sleeve Shirt
- Pants
- Socks
- Change of clothes
- Swimsuit
- Towel
- Properly Fitted Helmet
- Properly Fitted Life Jacket
- Bicycle (when indicated)

***Please note - A complete Children's Campus Parent Handbook is available on-line**