

Summer Camp Guidelines

Guardians of participants in our Summer Camps program should read the following carefully.

Things to bring or wear to camp everyday:

- Lunch
- Full water bottle
- Comfortable, weather appropriate clothing that can get messy
- Closed-toed shoes such as tennis shoes.
- Sunscreen – apply before camp and send to camp

Welcome –

The Southeastern Center for Contemporary Art (SECCA) looks forward to meeting your child at day camp this summer, where they will experience a range of creative, fun and interactive activities and adventures. SECCA welcomes all campers and strives to provide an equal experience to any child registered. We are committed to open and honest communications with guardians to ensure the best experience for all of our campers. If your child can benefit from any modifications and/or support in order to fully enjoy their time at camp, please contact alexander.brown@ncdcr.gov.

SECCA is committed to offering fun, art-centered camps. Our summer camps will follow current state and federal COVID-19 guidelines and apply a range of safety measures to keep our campers and staff safe and happy.

Age Groups –

Age groups are stated in program descriptions for each camp. Please double-check to make sure that you sign your child(ren) up for the appropriate age groups. We cannot make exceptions, and falsified registrations will be cancelled.

Accessibility and Inclusion –

SECCA aims to provide a friendly, accessible environment for all campers by providing the widest possible access to our building, exhibitions, events and programs. If your child can benefit from any modification and/or support in order to fully enjoy their time at camp, please contact alexander.brown@ncdcr.gov.

Camper Conduct –

If a camper's conduct poses physical harm or risk to self or others we may ask to meet with guardians or other caretakers to develop and implement strategies to help with success. After a reasonable amount of time and effort has been made, in the absence of improvement, the individual may be asked to forego the summer camp experience until alternative behaviors are learned.

Refund Policy –

We can grant refunds only when a cancellation is received before **May 30, 2022**. Cancellations received after May 30, 2022 will not be eligible for a refund. A **\$30.00 processing fee per camp is required for all refunds**. If we are alerted as soon as possible of a child's illness or family emergency immediately before camp begins, we will do our best to provide a full refund, minus the \$30.00 processing fee.

Cancellations –

Camps with low enrollment 3 weeks prior to the start date are subject to cancellation. Campers will be contacted to investigate the possibility of enrollment in another camp. A full refund will be issued if summer camps are cancelled by SECCA staff. Please note that all summer camps are subject to change or cancellation depending on COVID-19 restrictions. A full refund would be provided in event of cancellations by SECCA.

Arrival and Departure –

Campers must be picked-up by their guardians, emergency contact, or previously authorized individuals. Please have your **photo ID** available for staff. Campers should be dropped-off or picked-up at the SECCA Main Entrance / McChesney Scott Dunn Auditorium. **Drop-off starts at 8:30 am** and **pick-up ends at 4:30 pm.**

- **If you arrive late to drop-off**, contact 336-602-7942. You will be responsible for accompanying your child(ren) to their classroom.
- **Early departures** must be scheduled prior to the pickup date. Contact Alex Brown at 336-602-7942. You can schedule an early pick-up **up to 1 hour** before camp ends. Guardians or authorized persons will meet at a prearranged meeting place, such as the classroom or another location on the grounds. Please have your photo ID available to show staff.
- In order to accommodate any overtime that occur for unregistered late pick-up, **a late fee of \$30.00 per day** will be implemented if you are more than 20 minutes late picking up your child. The late fee must be paid in full before the beginning of the next day of camp for your child to attend.

Lunch –

Campers will need to bring a bag lunch with them daily. Please package the lunch items together with the child's name. Campers will have access to a refrigerator, but not a microwave. **There is no place on-site to purchase lunch.**

Snacks –

We will provide a morning and afternoon snack / beverage.

Nut-Free Policy –

In response to the growing number of severe nut allergies, and for the safety of all children who attend our camps, the Museum adopted this policy in 2010. Please read all ingredients carefully when providing lunch and snacks for camp, this includes foods that have peanuts, peanut flour, peanut oil, almonds, filberts, Brazil nuts, cashews, hazelnuts, macadamia nuts, pecans, pine nuts, pistachios, and walnuts. For more information, please review our **Nut-free Policy & Alternative Snack Suggestions** page.

Rules and Behavior Expectations –

Children will be expected to follow the *Summer Camps Rules and Behavior Expectations* guidelines. Please go over these rules with your child before camp.

Bloodborne Pathogens Exposure –

While your child is in the care of the Museum, if he/she is exposed to a body fluid on broken skin or mucous membrane (e.g. splashing in the mouth or eye) from another child, Museum staff will document what has occurred and contact the parents of both children to explain what has happened. We recommend that you follow up with your child's primary physician.

Museum Staff will only administer medication to participants if:

1. The Medicine Administration Consent Form for assisted administration of medication is completed by the beginning of the camp and is in the possession of the Museum staff, AND
2. Medication is in an original container with appropriate medicine contained within, visible label including the name of medication, the date of expiration, clear dosage amount, and directions with the participant's name **clearly indicated** on the bottle/box.

Summer Camps Rules and Behavior Expectations

Our first priorities are safety and creating a positive atmosphere for learning. The expectations listed below enable participants to have a safe, enjoyable experience.

The staff at SECCA does not condone and will not permit:

- Corporal punishment
- Ridiculing, threatening, or using an inappropriately loud voice
- Leaving children unsupervised
- Use of profanity

We expect age-appropriate behavior within these guidelines:

- **In the classroom:**
 - Use an "inside voice"
 - Walk, *no running or horseplay*
 - Cooperate with staff and follow directions
 - Listen quietly while the instructor is talking
 - Respect other children, staff, equipment, facilities, and yourself
 - Stay in program areas and wait for an adult before leaving the classroom
 - Please do not bring radios, iPods, video gaming systems, or electronics
- **Outside:**
 - The instructor always goes down the trail first
 - Always keep together as a group and within sight of an adult at all times
 - No horseplay
 - Closed-toed shoes and socks must be worn at all times outdoors.

Discipline Policy –

1. If a child is unable to comply with the behavior expectations, the instructor/assistant instructor will speak to the child to find a solution together.
2. If the child is still unable to comply with the behavior expectations, the Summer Camps Coordinator will speak directly with the guardian to develop and implement strategies to help with success.
3. After a reasonable amount of time and effort has been made, the individual may be asked to forgo the summer camp experience without a refund until alternative behaviors are learned.

Behaviors that may result in immediate dismissal include:

- Any action that could threaten or pose a direct threat to the physical/emotional safety of the child, other children, staff, or program animals
- Fighting
- Possession of a weapon of any kind
- Vandalism or destruction of SECCA property or property of others
- Sexual misconduct
- Possession of or use of alcohol or controlled substances unless under the prescription of a doctor
- Biting

Nut-free Policy & Alternative Snack Suggestions

In response to the growing number of severe nut allergies, and for the safety of all children who attend our camps, we ask that you please follow our nut-free policy. Please read all ingredients carefully when providing lunch and snacks for camp, and avoid foods that have peanuts, peanut flour, peanut oil, almonds, filberts, Brazil nuts, cashews, hazelnuts, macadamia nuts, pecans, pine nuts, pistachios, and walnuts.

Thank you for your consideration and support!

Examples of items that you should avoid sending to camp:

- Nut butter (e.g. peanut, almond, or cashew butter).
- Boiled, dry roasted, crushed, cold pressed, sauce, paste and flour from peanuts
- Nutella
- Artificial nuts, goober peas, monkey nuts, pine nuts, walnuts and mandelonas
- Candy or chocolate
- Graham cracker crust
- Crumb toppings
- Hydrolyzed plant and vegetable protein
- Fried foods
- Egg rolls, specialty pizzas, pancakes, sweets, vegetarian food products, sauces, or glazes may contain some peanuts or peanut products

Peanut and nut-free snack suggestions:

- Fresh fruit: bananas, apples, and oranges
- Cheese: string cheese and cheese cubes
- Vegetables
- Raisins and other dried fruits.
- Pudding cups
- Air-popped popcorn
- Applesauce
- Fruit snacks
- Chips: potato, tortilla, etc.
- Lunch meat & sandwich bread
- Juice, water, and most other beverages
- Cookies, snack cakes, and crackers. Please check labels very carefully or consider buying these items from a nut-free manufacturer.

Summer Camp COVID-19 Guidelines

SECCA is committed to offering fun, art-centered camps. Our summer camps will follow current state and federal guidelines and apply a range of safety measures to mitigate health risks, including smaller camp sizes, moving camps into larger rooms and outdoor spaces, keeping different camp sessions and staff separated and increasing sanitation efforts.

Please note that all summer camps are subject to change or cancellation depending on COVID-19 restrictions. A full refund would be provided in event of a cancellation by SECCA.

COVID-19 Protocols –

All campers and their families must comply with the protocols listed below to create a safe camp environment this summer. These protocols are subject to change as local, state and CDC guidelines are revised. Please understand that situations can change quickly. We appreciate your patience and flexibility.

- **Limited camp size** – Our camps will operate at reduced capacities to allow for proper social distancing. Camp registration is set at 15 campers per session.
- **Masks or cloth face coverings are currently not required** – This protocol is subject to change as local, state and CDC guidelines are revised.
- **Social distancing** – Each camp will have a dedicated space. Contact with other camps or instructors will be limited.
- **Increased sanitizing and cleaning** – Increased cleaning and sanitizing protocols will take place multiple times throughout the day.
- **Water fountains** – Water fountains will not be available. Children will be able to refill their water bottles throughout the day from one of several watercoolers.
- **Symptoms of illness** – Guardians will be notified immediately to pick up their child without delay if they exhibit symptoms of illness. If a camper or SECCA staff tests positive for COVID-19, we will notify guardians of campers that a positive test was confirmed as soon as the information becomes available to us.