

# Royal Palm Academy's Summer Camp Handbook



## Hours of Operation/Pick Up and Drop Off

### Half Day Program

- Drop off 7:30am-8:00am
- Program Hours 7:30am-12:00pm
- Pick Up 12:00pm

### Full Day Program

- Drop off 7:30am-8:00am
- Program Hours 7:30am-3:30pm
- Pick up from 3:25pm-3:30 pm

\*If students are not picked up at their appropriate dismissal time you will be charged a late fee of one dollar per minute after 12:15 or 3:45.

## What will my child be doing at Camp?

Your child will be involved in a variety of activities such as; arts and crafts, sports/games, indoor/outdoor activities, etc., which will be centered on the weekly theme.

## Camp Fees

Half Day Camp-Weekly- \$100.00

Full Day Camp-Weekly- \$175.00

\*Payment is due in full the Monday of the week your child will be attending camp.

\*For day rates contact Jen Clarke @ [jclarke@royalpalmacademy.com](mailto:jclarke@royalpalmacademy.com)

## What to Wear to Camp

- T-shirt & Shorts
- Socks and closed toed shoes/sneakers

## What to Bring

- Water bottle
- Lunch
- Morning and afternoon snack
- Sunscreen/ Hat

\*Please label all of your child's belongings.

## What not to Bring

- Cell Phones
- Electronic Devices
- Small toys from home (i.e. Pokemon cards, lego pieces, etc.)
- Large Amounts of Money

## Lunches/Snacks

All campers should have a morning snack, lunch, an afternoon snack, and a water bottle. The lunch boxes will not be refrigerated, so please feel free to pack a freezer pack inside. We will have access to a microwave so feel free to send heat-ups, but no longer than 1 minute. Also, due to many severe allergies, please do not pack Peanut Butter or anything that may contain nuts.

### Camp Counselors

All counselors are certified in CPR and first aid as well as Child Protection Training with the Archdiocese of Venice. All counselors have also been trained with A.L.I.C.E. training. The ratio of children and staff will be at maximum 15:1.

### Discipline

R.P.A. Camp's disciplinary policy aims to help Campers develop an attitude of self-discipline and to assist the Camp in creating a safe, orderly and joyous atmosphere. Campers are taught that their behavior has consequences and that they must accept responsibility for their behavior. When defining the type of disciplinary measure to be given to the Camper, the following considerations are taken into account:

1. The Camper's age and level of development
2. The gravity of the wrongdoing
3. The circumstances in which the infraction took place
4. Whether or not it is a repeat infraction
5. Previous or repeated discipline, motivation, reminder and warning

### Who can pick up my child?

All children MUST be signed out. Only the people who are listed on the registration form will be allowed to pick up your child. We must have advanced written permission for anyone else to pick them up. Please be prepared to show a picture ID at dismissal.

### What if my child is sick or injured?

Any camper who becomes injured or ill during the Camp day will be helped by the R.P.A. camp staff and administration. After proper assessment, parents will be notified of an injury or illness that requires further medical attention. If parents pick up their child due to injury or illness, they must sign the child out.

### What if my child is on medication?

If your child is on any medication that must be taken during Camp, please give the medication to Jen Clarke and it will be administered at the proper time and dosage. The medication will be kept in the school office. We discourage giving medication at Camp.

### Refunds/ Transfers and Cancellations

Please tell Jen Clarke if you need to cancel a Camp session as soon as possible. Refunds will be given by the Business Office.

### Photographs

Your child may be photographed during his/her activity during camp. These pictures may appear in newsletters or other publications. Parental permission must be given for this.

### Lost and Found

We will have a lost and found area at camp. The lost and found items will be displayed at the front gate every Friday morning.

*The Mission of Royal Palm Academy is to partner with families to provide an education of rich academics with Catholic formation. We teach the mind, educate the heart, and form the character of tomorrow's leaders.*



**ROYAL PALM ACADEMY**  
Extraordinary Catholic Education  
for Tomorrow's Leaders  
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