

2019 YAP Hamilton Camp

Parent Handbook

General Information

Contacts:

Don Goodner – Artistic Director

Email: don@youngactorsplayhouse.com

General Info

E-mail: info@youngactorsplayhouse.com

Camp Location: Kennesaw Campus
1610 Cobb International Blvd Suite 1
Kennesaw, GA, 30152

Drop Off	12:45pm-1:00pm
Camp Hours	1:00pm-5:00pm
Pick Up	5:00pm
Before-Care	12:00pm-1:00pm *
After-Care	5:00pm-6:00pm *

*Extra \$10 fee required per hour, can be paid each day or for the whole week at drop off/pickup. Students can watch movies, socialize, or stare at their phones.

Drop Off/Pick Up: *All campers must be signed in and signed out by a parent or guardian in person.* Parking is available in our own parking lot. Due to safety and security of your child there are no exceptions. To take proper attendance, all late drop-offs must call the office at 678-224-8095. Please leave a message if no one answers. We will send a counselor to the lobby to check you in. Please remain in the lobby until your child is checked in. Your camper will be connected with his or her group as soon as possible. Please be patient- check in/check out is on a first come first served basis.

Early Pick Up: If you need to pick up a camper between the hours of 1pm and 5pm please be sure to call the office phone number. We will need at least a 15 minute notice to bring your camper to the lobby for early pick-up. We can best accommodate you if you let us know ahead of time that your child will need early pickup. Please inform the counselor at drop off so that they can make sure that your child is available when you need them.

Late Pick Up: Camp pick-up ends at 5:00pm sharp. (For later pick-up, see 'After Care' below.) For any pick-up later than 5:00pm the after care fee will be charged. Late fees must be paid at pickup.

After Care: Campers may be registered for our optional After Care Program at an extra \$10 per camper per hour, which enables parents to pick up as late as 6:00pm. If picked up later than 6:00pm, you will be charged for an additional hour. If you need to add your child to aftercare for a selection of the days during the week after you have completed your registration, you are welcome to do so. Contact the Program Director to finalize registration.

Camp Fees: All camp fees must be paid at the time of registration.

Dress: Please send campers in appropriate dance clothes each day. Dance shoes are recommended, but if your child doesn't have any available, closed toe athletic style shoes are preferable. **For safety reasons, flip-flops are not permitted.** Please send your child with a full bottle of water to start the day. There are many opportunities throughout the day to refill bottles.

What not to bring: Please help us by not sending the following with your child to camp: money, jewelry, electronics, cards (games or collectibles), fireworks, lighters, weapons, drugs, alcohol, cigarettes, or other inappropriate items. These will be confiscated. Valuables will be returned to parents at the end of the day when possible, however the YAP is not responsible for any lost or stolen goods on the previous list. Phones may only be used during break times, and may not be used during camp activities. Our counselors and teachers have contact information for parents and guardians in the event of an emergency

Frequently Asked Questions

What do I do with my child's medication?

- All necessary medications including over the counter medicines and inhalers must be given to a staff member/counselor during check in daily.
- Please send only the amount of medication needed for that day with detailed instructions, along with the child's full name and the medication authorization form. Please note that an authorization form is required for **EACH** medication.
- We recommend using a small, labeled zip lock bag, which we can return at day end.
- Do not send medication with the child; for the safety and security of all campers communication about medication is essential.
- If your child has severe allergies or conditions that require special attention, please contact us prior to camp to insure we are meeting all of your child's needs

Can parents visit during camp hours?

If parents are interested in visiting during camp hours, please contact Stacey Goodner to set up an appointment. Visitation is limited and can only be approved and led by the program manager. Visitation can be arranged during lunch, however we prefer to keep active times for campers and staff only to prevent any unnecessary confusion and to protect child safety.

My child has a sibling who is too young/old for camp. Can they participate in camp?

We do not take children who are younger than the minimum age for our program, even with older siblings enrolled. We do this to ensure that all participants get the most out of their experience at camp. Our activities are designed with our selected age group in mind, and our counselors are dedicated to giving all campers their attention. We require all campers to be toilet trained. Campers too old for traditional camp can be considered for Counselors In Training positions and must be approved.

Ok, my child is registered what do I do next?

Please ensure that the necessary forms are completed at drop off or you allow enough time to complete the forms. Due to safety and insurance purposes all campers must have a form on file for each week they come to camp. Your child will not be included on our roster until full payment is received. This camp is expected to fill up, so please pay the camp fee as soon as possible to insure that your child will be included.