

Camp Oasis Summer 2018

PARENT HANDBOOK & CAMP POLICY GUIDE

All Forms are downloadable at
www.camposis.org

Please take the time to read this handbook thoroughly.

Camp Oasis prides itself on its high standards. All areas of Camp Oasis meet or, in most cases, exceed the State requirements for camps. All of the forms and requirements are for the safety and well-being of your children.

WELCOME TO CAMP OASIS.

EVERYTHING YOU EXPECT A GREAT CAMP TO BE AND MORE!

Camp Session - The camp offers four 2-week sessions. Because enrollment is limited, campers must indicate at registration what session they will attend.

Session I	June 25 – July 6
Session II	July 9 – July 20
Session III	July 23 – Aug 3
Session IV	Aug 6 – Aug 17

Registration is open to children between the ages of 4 and 13. Children shall have reached the age of 4 prior to the start of the camp session.

Registration - Please complete one registration form per child. We accept checks, cash (exact change only) and major credit cards. Please note: All checks must be made payable to **Long Reach Community Association**. All registration materials must be received no later than **June 1, 2018**. Registrations are accepted on a first-come, first-served basis. Rules for acceptance and participation in the program are the same for everyone without regard to race, religion or national origin.

All incomplete registration forms will be returned to the sender causing a delay in your registration. Registrations received without the minimum -per child deposit of \$150 will be returned.

There will be a \$20 administrative fee for any/each change made to the original registration (with the exception of adding a camp session or extended care).

Camp Fees* - **\$525 tuition per child per session + \$25 Registration Fee**

The \$25 registration is due once per camper per season.

*All fees must be paid in full by **June 1, 2018**. Camp balances must be paid in full by June 1, 2018, or a \$25 Late Fee will be assessed. If full payment is not received by June 1, 2018, or if you do not make satisfactory payment arrangements, camp registration will be cancelled and legal action may be commenced against you to collect the delinquent fees, plus interest, attorney's fees and costs.

Discounts - Multi-Session/Camper Discount: \$15/session for those enrolled in multiple sessions or with multiple campers enrolled. Columbia Association Lien Payer Discount: a \$45/session for those living for working on Columbia Association assessed property. No discounts will be given unless requested at time of registration. Discounts are subject to change. Applicable to camp tuition only - excludes registration fees, deposits, and extended camp.

Methods of Payment - Payment in full at time of registration or a payment of \$150.00 **non-refundable** deposit *for each session* the camper plans to attend at time of registration. **Your deposit is non-refundable.** The remainder must be **paid in full no later than June 1, 2018. No camp fees will be refunded after April 1, 2018.** No exceptions will be given.

Cancellations and changes require written notification to the camp administrative office. The \$150 deposit is non-refundable. Failure to participate in the program or to make payments does not constitute a withdrawal from the camp or the extended care program, nor does it release the financial obligation.

Location - Camp is held at the Phelps Luck Neighborhood Center at 5355 Phelps Luck Drive Columbia, MD 20145. The last day of each session is held at Stonehouse located at 8775 Cloudleap Court Columbia MD, 21045 where campers participate in an end-of-session performance. Parents are encouraged to attend and will receive additional details from the Camp Director during their session.

Camp Hours - The camp will run daily from **8:30 am to 4:00 pm**. Campers may be dropped off between 8:20 and 8:30 am, and may be picked up between 3:45 and 4:00 pm. The staff will not accept responsibility for any camper before or after the hours stated above. Parents must walk their children into camp and sign them in.

Extended Camp - Camp Oasis offers extended hours: mornings (**7-8:30am**) and afternoons (**4-6pm**). All Extended Camp Care must be arranged at Stonehouse prior to each session. Morning or afternoon care can be arranged for separately. Please see the Registration Form for prices.

Withdrawal from the extended care program requires written notification. A full refund of extended care will be issued for requests received within 10 business days of the camp session starting. A 50% refund will be granted for requests to withdraw if received within 5 business days before the camp session. Refunds will not be refunded for extended care if received less than 5 business days prior to the camp session.

Late Pickup Policy - *Please Note:* A **\$20.00** fee will be charged for the first

15-minute increment of Extended Camp used after 6 pm. *For every minute after the first fifteen minutes*, there will be a charge of **\$2.00 per minute**. This is to be paid immediately in cash or by check. No exceptions. *These fees also apply when campers are picked up later than 4:00 pm from regular camp.*

Swimming - Camp Oasis swims at Phelps Luck Pool. Campers do not have to be a pool member to participate in swimming. A towel and suit should be sent with each camper daily, and any other swimming supplies needed. Please be sure to include your child's sunscreen in their swimming supplies. Campers must also have a signed Sunscreen Policy on file at the camp.

Camp Pizza Party - Camp Oasis will have a Camp Pizza Party the first Wednesday (6/27, 7/11, 7/25, 8/8) of each session. Campers do not need to provide their own lunch or drink that day. Children with special dietary needs should bring their lunch as usual.

Camp T-Shirt - Each camper receives a Camp Oasis T-shirt on the first day of camp. If you wish to order additional t-shirts, the cost is \$12.00 (including tax) per shirt (due no later than May 15). It is imperative that we have your child's t-shirt size and orders for extra shirts promptly, so t-shirts can be ordered in time for the camp session.

Camper Property - The Long Reach Community Association and Camp Oasis staff are **not responsible** for any camper's property. It is best to leave valuable or sentimental items at home

Electronic Devices

During the hours of 8:30am and 4:00pm the use of cell phones, cameras, MP3 Players, iPods, electronic games, etc. are prohibited from use. Any camper using one of these devices during camp hours will have the device confiscated and the parent will have to claim it at the end of the day. If you need to contact your child, please call the camp office at (443) 364-8479.

Meals - Campers must provide their own lunch and drink. Lunch containers should be well marked to avoid confusion. The camp will provide snacks each afternoon. ***Note: Since many campers have severe peanut allergies, we encourage all campers to only bring peanut-free products and we DO NOT permit campers to share food.***

Health Records/Examinations - It is Camp Oasis policy that all campers must be current with immunization records and have had a medical examination within the past year by a licensed physician. These requirements help ensure everyone's health and safety. **NO CAMPER WILL BE PERMITTED TO ATTEND CAMP OASIS WITHOUT FIRST PROVIDING THIS INFORMATION.** Please have your Health History Form, and Medication Administration Form (if necessary) returned to Stonehouse no later than June 1, 2018.

Emergency Contacts- Camp Oasis must have emergency contact information for each camper - this information is requested on the Health History Form. **NO CAMPER WILL BE PERMITTED TO START A SESSION WITHOUT THIS INFORMATION.** If there is any change in this information during the camp session, please notify the Camp Director immediately. This information is due no later than June 1, 2018.

Medication - If your child requires medication during camp hours, please fill out the Medication Authorization form to accompany the medication. **All medication, including over-the-counter medication, must be given in its original prescription bottle, clearly marked with the child's name and dosage schedule.** This form must be signed by your physician. Medication must be picked up on the last day of each session, even if your child will be attending the next session. The forms can be downloaded at www.camposis.org.

Illness - According to DHMH regulations, children who show signs of communicable disease cannot remain in camp. Should your child(ren) become ill during camp, the camp staff will contact the parent/guardian. If the parent/guardian cannot be reached, the emergency contact person will be called. It is expected that children who are ill will be picked up within 45 minutes once contact is made.

Behavior Problems - Camp Oasis staff are trained in positive discipline techniques. Simple, realistic rules are established and reviewed continuously with the campers. Every effort is made to handle discipline problems in a positive manner; however, any camper who is constantly disruptive, or who exhibits aggressive or abusive behavior may be suspended for up to three days. Continuation of such behavior, or behavior that is determined to be severely abusive or disruptive may result in permanent removal from the camp. The Long Reach Community Association reserves the right to suspend and/or terminate participation by a camper in Camp Oasis for inappropriate or abusive behavior. No credits or adjustments are given for unused time.

Leadership - Staff members are carefully interviewed and selected based on their knowledge of their particular area, ability to work well with children and qualifications for any special program activities.

Transportation - Campers are responsible for providing their own transportation to and from camp.

Emergencies - If you have an emergency during the day and need to contact the Camp Director, please call the camp directly at (443) 364-8479.

All other inquiries should be directed to Stonehouse at (410) 730-8113.

CAMP OASIS

8775 Cloudleap Court

Columbia, MD 21045

(410) 730-8113 or (301) 596-3265

Fax: (410) 730-5882

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