

Kids Fun Camp

Parent/Camper Handbook

Hi Parents!

Welcome to Kids Fun Camp, summer day camp program. The program your children will be in this summer provides an environment that is conducive to the overall growth of your child. The physical, social and emotional well being of your child is our major objective. We try to achieve these objectives through the varied activities and interactions of campers, counselors, and staff.

This handbook is designed to answer many of your questions concerning the rules and regulations of the summer camp program and the daily operational system that is used. Please take the time to read through the handbook and familiarize yourself with the rules.

If after reading this handbook you have any questions or concerns, please feel free to email us at director@kidsfuncamp.net or call our office (832) 610-6366. You may also visit our website at www.kidsfuncamp.net

We are looking forward to another fantastic summer with our campers, and are very excited that you will be a part of the Kids Fun Camp experience.

Happy Summer!

Wendy Fayette, Tiffany Law, Kimberly Fair

Camp Directors
Kids Fun Camp

This Handbook is subject to change and may be updated as necessary:

The safety of our campers, staff, and families is our top priority. If it becomes necessary to revise any part of this handbook, updates will be made accordingly. Families will be notified of any changes, and revisions will take effect immediately.

THE FOLLOWING MUST BE ON FILE BEFORE THE FIRST DAY OF CAMP:

- Medical Waiver
- Copy of Insurance Cards with Risk Agreement
- Immunization Records
- Handbook Agreement
- Aftercare Log

Registration is not complete until all the above is collected. Campers are not allowed to attend camp until registration is complete.

Tuition

Forms of payment include: credit/debit card, cash, check, cashier check, or money order.

Tuition covers 7:45am-3:30pm

Additional fees for aftercare after 3:30 pm. Please see the After Camp Childcare section for more information.

THERE IS A \$50.00 CHARGE FOR ALL NSF CHECKS

NO REFUNDS NO EXCEPTIONS

Daily camper fee: **\$135** and only allowed for campers already registered for summer 2026. This is per camper and there is no sibling discount.

CAMP ATTIRE

CAMP T-SHIRTS MUST BE WORN EVERYDAY! THERE ARE NO EXCEPTIONS TO THIS RULE

If a camper comes to camp without a proper camp T-shirt, one will be issued and the fee will be added to the camper's account.

Campers must wear closed toe shoes; the only exception is during water activities.

Please label all clothing, towels, shoes, bags, skates, etc..

Camp t-shirts may be purchased at registration and all summer in the camp office.

Cost: \$20.00

GENERAL RULES

Kids Fun Camp office hours:

Summer office hours: 8:30am-4pm

Closed August 05, 2026-February 15, 2027

February-Start of Summer: office hours vary

Day camp hours are from 9:00 a.m. until 3:00 p.m. Monday through Friday.

BEFORE CAMP CHILD CARE

Before camp care is offered from 7:45 a.m. -9:00 a.m. The children are always adult supervised at morning care. THERE IS NO CHARGE FOR MORNING CARE

Staff will direct you to the curbside drop off area, where you will check in your camper. Please remain in your vehicles. Campers will be escorted into Parish Hall by Kids Fun Camp staff.

Once campers are in the General Assembly area, they will remain there until camp starts.

All campers will be escorted from your car to the general assembly area (parish hall) immediately upon arriving at camp in the morning. CAMPERS ARE NOT TO GO INTO ANY CLASSROOMS OR LEAVE THE GENERAL ASSEMBLY AREA.

Once in the general assembly area, campers may play with the games, electronic devices, or watch the movie/cartoons until instructed to get into their assigned groups.

WHEN CAMPERS ARRIVE LATE FOR CAMP YOU WILL BE MET BY A SUPERVISOR AND ESCORTED TO THE DAY CAMP OFFICE FOR CHECK IN.

Please contact the day camp office when your child is absent from camp.

There will be no running at any time in the general assembly area, classrooms or walkways.

Campers are not to touch any items in the classrooms. This includes electronics, window treatments, thermostats, etc. Any willful destruction or damage to school property will result in dismissal from camp.

PARENTS ARE RESPONSIBLE IF CAMPER DAMAGES ANY PROPERTY.

Campers may bring video games, electronic devices and other games from home to play with during morning care and after camp care. However, the summer day camp is not responsible for any lost or damaged items.

During morning homeroom class, all money brought to camp will be collected and placed in an envelope with the camper's name on it. The money will be distributed at lunch, snack, and at the end of the day to bring home.

DISMISSAL

Early Pick-Up: Please send a note with your child if they are to be picked up early. Please indicate the time of your arrival. Early dismissals must be no later than 2:30pm. Also, please check your field trip schedule, as campers will not be allowed to leave with anyone from a field trip.

Early Pick-Up: Please indicate your time of arrival and camper will be escorted to you so you can sign the camper out. PLEASE HAVE PICTURE ID AVAILABLE

If you are picking up your child at 3:00 p.m. (car line), please follow the directions of the supervisors, we will move as quickly as possible. Also, remind your child/children to tell their counselors that they will be picked up at the conclusion of camp and not to go to aftercare in the General Assembly Area.

The normal pick up spot is in front of the camp office. Counselors are instructed to begin to bring campers to the pick up area at 2:55 p.m.

AFTER CAMP CHILDCARE

After camp childcare is offered from 3:30 p.m. until 5:30 p.m.

After Care campers will be escorted to you by staff members. Please do not get out of your vehicle.

No camper will be allowed to leave with anyone whose name is not listed on their aftercare card. A picture ID must be shown.

3:30pm-5:30pm After care charges are \$20/week per camper. Aftercare dues must be paid on Monday. Late fees will be applied to payments made after Monday.

After 5:30 p.m., a late pick-up fee of \$1.00 per minute per camper will be charged. All late fees must be paid at the time the camper is picked up. If late pick-ups become a recurring issue, Kids Fun Camp reserves the right to dismiss the camper from the program. There will be no refunds if a camper is dismissed from the program.

MEDIA RELEASE

- I hereby grant permission to Kids Fun Camp, Inc. to photograph/interview my child, children. It is my understanding that the photographs/interviews or portions thereof will be used for public view.
- I agree and give my consent without financial remuneration, and I understand that this releases Kids Fun Camp, Inc., from any future claims as well as from any liability arising from the use of said photographs/interviews.
- if you wish to opt out please print and submit [this form](#) with your registration documents

SCHEDULES

Schedules will be available weekly and are in block form. The camp office has a breakdown of the day with times of all activities for each group. Please make sure you send your camper with appropriate items for the day. (i.e ... swimwear, towel, sunscreen, bug spray, water bottle...)

FIELD TRIPS

Field trips are listed on your schedule. If you need to pick up your child, please send a note with the time they will be picked up, so that he/she is not on a field trip when you come to pick them up.

AT NO TIME WILL A CAMPER BE ALLOWED TO LEAVE A FIELD TRIP WITH ANYONE. THEY MUST RETURN TO CAMP WITH THEIR GROUP AND BE CHECKED OUT ONLY THROUGH THE DAY CAMP OFFICE.

Your child does not need extra money for most field trips.

However, when a special field trip is scheduled, campers are allowed to bring extra spending money. You will be notified when these field trips will occur.

Campers are not allowed to play any “video games” while on field trips. Some field trips include tokens for games and campers will be instructed when to play.

Campers may bring their own skates or roller blades for skating. The skating rink does include skates.

Campers are transported to the off campus field trips by yellow school buses.

Any damage to the school buses, which may include: breaking windows, tearing seats, writing on the bus walls or seats, etc. will be the responsibility of the parents.

PARENTS WILL BE NOTIFIED OF ALL DISCIPLINARY PROBLEMS. Collaboration is key when maintaining a safe and enjoyable environment.

The camp director will make all decisions regarding dismissing a camper from the summer camp program. There will be no refunds if a camper is dismissed from camp.

CONDUCT

Campers must obey all day camp rules.

Campers must listen to counselors and supervisors.

Bad language, hitting, biting, or fighting is not allowed.

Counselors are instructed to bring any camper that is not following the rules to the camp office. Once there, a supervisor will determine the proper disciplinary action to be taken.

DISCIPLINARY ACTION INCLUDES: Reflection, not allowed to go on a field trip, suspension from camp, and/or dismissal from camp.

MEDICATIONS

All medications that are to be given to campers must be turned into the day camp office. All medications must be placed in a labeled zip lock baggie.

The medication must be in the original container; with a note attached indicating the dosage and time the medication is to be administered.

It's vital to provide WRITTEN INSTRUCTIONS indicating TIME AND DOSAGE.

An accurate record of all administering of medication is kept on a daily basis.

Many of the camp activities are outside. If you would like sunscreen put on your campers, you must provide sunscreen and a permission note.

LUNCH

Lunchtime will vary from day to day depending on the activities of the group for that day.

Campers may bring their lunch to camp or purchase their lunch from the cafeteria. A price list is included on the menu on the Kids Fun Camp website. Campers are not allowed to bring glass bottles of any kind to camp.

IF A CAMPER FORGETS LUNCH OR LUNCH MONEY, THE CAMP OFFICE WILL GIVE THE CAMPER MONEY FOR LUNCH. THE AMOUNT MUST BE REPAID TO THE CAMP OFFICE NO LATER THAN THE FOLLOWING CAMP DAY.

DAILY SNACK TIME

During daily snack time, snacks can be purchased at camp or brought from home. Cost of most snacks are \$1.00

INSURANCE

Kids Fun Camp maintains an umbrella catastrophic insurance policy for major incidents. However, parents and guardians are financially responsible for any medical expenses resulting from common, play-related injuries (for example, a broken arm sustained while skating).

In the event of an injury, families are responsible for utilizing their personal health insurance to cover related medical costs.

SUMMARY RECEIPTS / TAX INFORMATION

Childcare expenses are tax deductible. To help alleviate the problems of getting information in March and April, we ask that you do the following:

PLEASE REQUEST AND PICK UP ALL RECEIPTS BEFORE THE CONCLUSION OF CAMP.

- Kids Fun Camp will not be able to provide any receipts after the last day of camp.

Flexible spending account receipts are available anytime during camp.

Summary receipt (total summer camp expenses) requests should be made prior to your last day of the summer and at least one week prior to the conclusion of camp. They can be picked up during dismissal or aftercare.

EIN # 76-0461343

CLOSURE INFORMATION:

Kids Fun Camp will be closed on June 19, 2026 in observance of Juneteenth.

EMERGENCY CLOSURE INFORMATION:

The directors of Kids Fun Camp may close camp due to inclement weather or emergencies (e.g. flooding, power failures, etc.) Kids Fun Camp will follow the guidance of local officials on the closure of camp. You may also refer to our website www.kidsfuncamp.net for notice of camp closure. In the event of emergency closure, Kids Fun Camp's refund policy remains the same, and refunds will not be issued.

PARENT CODE OF CONDUCT:

Kids Fun Camp is committed to maintaining a positive, safe, and respectful environment for all campers, families, and staff. We expect all parents and guardians to communicate respectfully with camp staff, other parents, and campers at all times.

Disrespectful behavior—including inappropriate language, raised voices, confrontational actions, or negative interactions in front of campers—will not be tolerated. Concerns or disagreements should be addressed calmly and directly with camp administration so they can be resolved in a constructive manner.

Failure to maintain respectful communication may result in further action, including dismissal from the program.

Punctuality and Responsibility

Parents and guardians are expected to adhere to the camp's established drop-off and pick-up schedule.

If a parent anticipates a late arrival, early pick-up, or needs to authorize another individual to pick up their camper, camp staff must be notified in advance. For the safety of all campers, only individuals listed on the authorized pick-up form will be permitted to pick up a child.

Parents are responsible for ensuring that all required forms, fees, and emergency contact information are completed, accurate, and kept up to date throughout the duration of the camp program.

Failure to meet these responsibilities may result in additional fees or further action, including dismissal, as outlined in this handbook.

Compliance with Safety Policies

Parents and guardians are expected to follow all safety rules and policies established by Kids Fun Camp. These guidelines are in place to ensure the well-being of all campers and staff.

Parents may not enter restricted or staff-only areas without prior authorization from camp directors. Additionally, parents must not interfere with camp operations, staff responsibilities, or disrupt scheduled activities.

Failure to comply with camp safety policies may result in further action, including possible dismissal from the program.

Support and Collaboration with Staff

Parents and guardians are expected to support Kids Fun Camp staff and respect the professional decisions made in the best interest of camper safety and program operations. Camp leadership and staff are trained to make decisions that prioritize the well-being of all participants.

Parents are encouraged to work collaboratively with staff to address any concerns regarding the program or their child. Open and respectful communication helps ensure concerns are resolved effectively.

Parents must also respect staff boundaries outside of program hours. Staff should not be contacted for non-emergency matters outside of designated communication times. All routine questions or concerns should be directed through the appropriate camp communication channels during business hours only.

Failure to respect staff boundaries or professional decisions may result in further action, including dismissal, as outlined in this handbook.