



ST. MARGARET'S SCHOOL

SMS Summer Camps

Welcome to SMS Summer Camps for girls. Each week there is a different camp theme with exciting field trips and special guests. Our days will consist of time spent indoors and outdoors, and a balance of activities, games, and crafts.

Camp activities are designed to encourage children to use their own intellectual and problem solving skills and are flexible and open-ended, so that each child can participate at their own level and pace.

Camp activities take place in a safe, comfortable and creative environment where:

- Children know they are valued and cared for.
- Teamwork is cultivated and fostered.
- Successes are celebrated.
- Children are given responsibility.
- Children contribute to the development of activities.
- Learning, discovering and exploring is encouraged.
- Emphasis is on the positive.

PROGRAM POLICIES

Release of a Child Policy

Staff will only release a child to her parent/guardian or a person authorized by her parent/guardian. Authorization for a change in pick-up can be made by phone (phone calls will be documented), in person or in writing. Please call before 3:00 pm.

If an unauthorized person arrives to pick up a child, the child will remain in the care of a staff member while the supervisor contacts the parent/guardian or designated emergency contact for authorization. If no contact can be made to verify the unusual pick up, the child will remain in the care of our staff. There will be no release of a child without authorization from the parent/guardian.

If a parent/guardian does not arrive to pick up their child, staff will try to contact the parent at work and at home. If no contact is made, staff will call the designated emergency contact to arrange an alternate pick up. A penalty of \$10.00 for each 15 minutes will be charged to the parent/guardian, starting at 5:35pm.



ST. MARGARET'S SCHOOL

If a person who arrives to pick up a child appears impaired by drugs, alcohol, or other substances, staff are obligated to consider the health and safety of all involved. In this situation, staff will offer to call a friend or a relative to pick up the individual and the child. If the offer is not accepted, the child will remain in the custody of the staff or the police will be called. If the individual chooses to drive a vehicle while impaired, staff will report this to the police.

Accident and Illness Policy

SMS Camp staff will notify parents when a child is ill or requires medical attention. If staff are unable to contact a parent or the child needs immediate medical attention, written or electronic (in the case of current SMS students) parental consent will be kept on file as permission for the facility staff to take the appropriate action on behalf of the child. This form must be complete before a child is accepted into the SMS Summer Camp.

Guidance and Discipline Policy

The objective of this policy is to assist children in developing respect, self-control, self-confidence, and sensitivity in their interaction with others.

In their day-to-day relationships with children, all employees, and volunteers who work at St. Margaret's School's Summer Camp will use recommended practices for guidance and discipline, which are based on a positive, non-punitive approach.

Children learn self-control when adults treat them with dignity and use disciplinary techniques such as:

- Guiding children by setting clear, consistent limits for group behavior.
- Valuing mistakes as learning opportunities.
- Redirecting children to a more acceptable behavior or activity.
- Listening when children talk about their feelings and frustrations.
- Guiding children to resolve conflicts and modeling skills that help children solve their own problems.
- Patiently reminding children of the rules and their rationale.

Repeated infractions, misbehavior or disrespect to peers/staff/volunteers will be reported to the SMS Camp Coordinator, who will notify parents and take remedial action, which may include suspension or possible dismissal from the Camp.



ST. MARGARET'S SCHOOL

OUR PROGRAM PHILOSOPHY

Children benefit from interactions with others.

St. Margaret's School's Summer Camp provides opportunities for children to develop language and accomplish new learning through social interactions and cooperation with others. In these interactions children develop an awareness of individual differences and expand their focus beyond individual needs and interests.

Children benefit from programming that meets their development needs.

The SMS Camp recognizes and supports each child's prior knowledge, skills, attitudes, personal traits and interests. Children engage in a range of appropriate experiences and interactions that enable them to apply their knowledge, learn new skills and practice familiar ones through self-initiated and structured activities. Hands-on experiences with a wide variety of materials help foster creative thinking, stimulate imagination, and encourage children to expand their ideas in a variety of ways.

Personal growth takes place in a supportive environment.

St. Margaret's School's SMS Camp recognizes the importance of a safe environment in which children are free to experiment and explore. We respect and encourage children's efforts, ideas and intentions, and encourage positive interactions between children and adults in which the focus is on support and feedback that would lead to improvement.