



# SUMMER CAMP

**PARENT & CAMPER INFORMATION**

**June 8 – August 7, 2025**





# Summer Camp 2026

Dear Guardians and Campers:

Thank you for registering for MAFC Day Camp. We are excited about this summer and the many programs, activities and field trips planned for your camper.

**For any questions, please contact William Prince at 704-282-4686 or [wprince@monroenc.org](mailto:wprince@monroenc.org).**

**Please arrive promptly!** This will give you the opportunity to meet the Camp Director and Assistant Director, Counselors, and discuss the camp itinerary.

**TOPICS:**

- Check-in/out procedures
- Weekly payment schedule
- Daily activities
- Field trip information
- Trip fees
- Medication and emergency procedures
- Camper daily supplies
- Camp rules/discipline policies

Our mission is to provide campers with a fun, action packed summer, filled with challenging activities and trips, in a safe environment. Please take a few minutes to read the following details to ensure your camper has everything they will need.

We plan to make your camper's summer an exciting and meaningful one.

Sincerely,

**MAFC Summer Camp Staff**

## **Important Information For Parents**

- **Camp Location:** Walter Bickett Elementary (830 M L King Jr Blvd. S, Monroe, NC 28112)
- **STAFF:** We encourage you to talk to the Camp Supervisor about the program and/or any special needs. You are welcome to visit camp anytime, please Inform the Camp Supervisor ahead of time of your proposed visit so any changes or updates to our schedule may be communicated to you.
- **CHECK-IN: CAR LINE 7:00 am-8:50 am** Each morning, you may check-in your camper between 7:00 am-8:45 am. We will use a car rider line for drop off. Group activities will begin at 9:00 am each morning. Please arrive on time to ensure your child does not miss out on the fun!
- **CHECK-OUT: CAR LINE 4:30 pm-6:00 pm** Each afternoon, campers may be checked out after 4:00 pm and our car line will operate from 4:30 pm-6:00 pm. Please provide your ID and we will bring your camper to you. DO NOT PULL AWAY until a counselor gives the signal. All children in car line must be safely in their vehicles before the line can move. If you must pick up your child before 4:30 pm, please inform the Camp Supervisor ahead of time or ring the doorbell we will bring your camper to you.

- **PAYMENTS:**

**Deposits:** The \$20 weekly deposit fee is due upon registration and is NOT REFUNDABLE OR TRANSFERABLE.

**Payments:** Must be made by the Monday TWO weeks prior to your child's week of camp. Payments will be accepted by credit card, check, or money order. **CASH WILL NOT BE ACCEPTED ONSITE.** Make checks payable to City of Monroe. Please bring/mail payment to MAFC or submit payment to camp registrar on Monday mornings. If you need a receipt for tax purposes, please let the registrar know. If balances are not paid by this time, your space will be replaced with a child from the waiting list. Our software system has a secure way to store credit card information for weekly camp payments. Those weekly balance payments will be processed on Mondays, 14 days prior to your scheduled week of camp. You will need to complete a signed waiver, showing the last 4 digits of your card on file in order to utilize this process.

**Activity Fees:** Activity fees are included in the tuition. This fee covers field trips and special activities.

**Chaperones:** Guardians are welcome to chaperone any of our field trips. If you or someone in your family is interested in chaperoning, requests must be made in writing before June 4<sup>th</sup>. Your request to be a chaperone does not lock you in on a certain trip, just guarantees when you want to chaperone, all necessary paperwork and background checks are completed. Chaperones pay regular price of admission. If you choose to drive your camper to the field trip, they are in your care until signed in as "here" for the day at the field trip destination. To ride home with chaperones, the camper will need to be signed out.

- **SHOES:** Campers should wear closed toe shoes and comfortable clothing. Campers will be outside every day running and playing outside, in the gym and walking a lot on field trips. We highly recommend you purchase flip-flops or water shoes for your child to wear to and from the waterpark. They will not be allowed to get on the bus with bare feet.

- **LUNCH:** Pack a **nut free lunch, snack, and drink** for your camper each day. We do not have access to a microwave or refrigerator at camp. Keep this in mind when packing lunch for your camper. Mark all non-disposable items with your camper's first and last name. Our campers eat a LOT during the summer, guardians may want to pack a larger than normal lunch.
- **WATER BOTTLES:** Summer is HOT, and our campers are very active. Please make sure your camper brings a water bottle daily-we will refill throughout the day. Hydration is very important to your campers' health and growing bodies. Please do not send soda with your camper.
- **SUNSCREEN:** Each day we will spend time outside. Please put sunscreen on your camper prior to arriving to prevent sunburn. You may send spray or stick sunscreen and we will help campers reapply before going to the pool, or on a full day field trip. Label the sunscreen with your child's name.
- **BUG SPRAY:** Please put bug spray on your camper as needed. Bug spray may be brought in their bag each day and we will assist reapplying as needed. Label the bug spray with your child's name.
- **TOYS/ELECTRONICS:** Campers should leave all personal items at home (cell phones, iPods, toys, money, handheld gaming devices, games, etc.). Monroe Aquatics and Fitness Center is not responsible for lost or damaged personal items. Campers do not need to bring money to camp! We will not have access to vending machines.
- **CELL PHONES:** Cell Phones are not allowed at camp. If it is in a back pack or on their person, it will be confiscated until the end of the day and returned to the guardian. If three instances of the camper bringing a phone to camp without prior permission occurs, a meeting with the Program Division Supervisor and guardian will take place and the camper may be asked to not return to camp.
- **EVALUATIONS:** We love to hear your feedback! We need your comments and ideas to continue our goal in providing a fun experience for your camper. Evaluations will be emailed weekly. Please take the time to sit with your child and fill it out.

## **Camper Responsibilities**

- **CAMPER RESPONSIBILITY:** Please take time to read over the camper responsibility section of the packet with your child. Parental reinforcement is the best way to ensure that your camper will have a positive camp experience.
- Camper's actions in the camp often reflect problems they are experiencing at home. If any such disruptive or traumatic experience should occur, please inform the Camp Supervisor. This will enable us to better meet the needs of your camper.
- General Camp rules, expectations, and consequences will be discussed with campers the first day of camp. Please review the following list of the Camp Rules with your child before camp.

**-RESPECT PEOPLE, BODIES, AND FEELINGS  
-LEAVE IT BETTER THAN YOU FOUND IT  
-LISTEN TO ALL ADULTS  
-KEEP YOUR BODY PARTS TO YOURSELF  
-HAVE FUN!!!**

## **Discipline Policy**

Together with our Counselors, campers will develop a covenant including our five rules of camp. Campers will be expected to follow these rules at all times.

**Should discipline problems arise these steps will be taken:**

1. Camp Counselors will speak with the camper individually to correct the problem.
2. If the discussion does not help, the camper will be removed from the situation for a short period of time to help them understand their actions, where staff will discuss the inappropriate behavior and appropriate solutions.
3. Should problem behavior continue, the parent/guardian will be notified by a written statement that must be signed by the parent/guardian. The camp supervisor will speak to the parent/guardian at pick up and any follow up can be addressed with the Program Division Supervisor.
4. When a camper receives his/her 3<sup>rd</sup> write-up, the camper will be suspended from camp for 1 day-the next day following the 3<sup>rd</sup> write-up. Write-ups will be carried over through all weeks of camp. We do reserve the right to suspend a camper at any time, if the offence deems necessary, this is up to the discretion of the Program Division Supervisor.
5. If these steps do not correct the problem, the parent/guardian, camper, counselor, Camp Supervisor and Program Division Supervisor will meet to discuss corrective procedures.
6. Should the process fail and behavior problems are not corrected, it may be necessary to dismiss the camper from camp.

**-Biting, kicking, fighting, and other aggressive behavior that places other campers' safety in jeopardy will not be tolerated and will be grounds for immediate dismissal. In that case, the above process will not be initiated.**



**-Bullying Policy:** Bullying is taken extremely seriously with a first warning to both parties involved and a phone call home to both campers' families. Once the families have been notified the campers (with assistance from the counselors and the Day Camp Supervisor) will address the concerns and determine an action plan.

If the offense continues, the instigating camper and their family will be asked to a meeting with the Day Camp Supervisor and the Program Division Supervisor. This is the final warning and further offenses will result in removal from camp for the rest of the session or the summer at the Program Division Supervisor discretion.

Bullying is defined according to [www.stopbullying.gov](http://www.stopbullying.gov) as;

" unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Both kids who are bullied and who bully others may have serious lasting problems. It is an imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people. Repetition: Bullying behaviors happen more than once or have the potential to happen more than once. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose."

**-All disciplinary actions will be documented in a discipline log. We want all of our campers to have an enjoyable summer. Please let us know should your camper need special attention or if you have found a successful discipline program that works best for your camper.**

## **Day Camp Program Content**

- Water Fun at our Waterpark!
- Active Games
- Field Trips
- Theme Days
- Sports Activities
- Special Visitors & Guest Speakers

- Fitness Fun
- Creative Time
- Arts and Crafts
- Culinary Skills
- Special Snacks
- Contests and Competitions

## **Camper Sign-in / Sign-out Policy**

**Camp Hours:** 7:00 am - 6:00 pm

### **IN**

**Campers need to be signed in by a parent/guardian in the car line at Walter Bickett Elementary.**

Please do not drop off your camper earlier than 7:00 am, counselors will not be available to supervise your child.

### **OUT**

**Campers need to be signed out each day at Walter Bickett Elementary.**

If you pick up your camper before 4:30 pm, please pull into a parking space or into the gravel lot and come to the door and ring the bell. The doors are kept locked for our safety. Once a staff member opens the door, feel free to step in and wait for your camper. Each person picking up their camper will be required to show a photo ID and it must match the name on the authorized camper pick up sheet. If you are picking up your child early for any reason, please let the Camp Supervisor know ahead of time. A written note is best practice for early dismissal and can be given to the person at check in

**From 4:30 pm to 6:00 pm we utilize a car line for camper pick up, please have your ID ready and wait patiently for the car ahead of you to collect their campers. Once a Camp Supervisor gives your vehicle a signal, slowly pull away and exit. If the car in front of you is still waiting, and you have your camper, we will do our best to make a path for you to exit.**

**Campers will be released only to those persons whose names are listed on the camper's registration form.** Identification will be required of the person picking up the camper. Parents should advise the Camp Supervisor in advance if a person listed on the information form will be picking up your camper.

**Late Pick Up Fees.** Our camp program has a late pick up guideline that will be strictly enforced. The camp program ends at 6:00pm. A late fee will be assessed at a rate of \$1.00 per minute/per camper and will be payable by check at the time the camper is picked up. **YOU MUST CALL IF YOU WILL BE LATE!**

## **Lost Articles**

The Camp will maintain a lost and found designated area. After two weeks, all unclaimed articles will be donated to charity. We cannot be financially responsible for lost items, but will make every effort to locate the item. Please make sure to label all items, including clothing with your child's name.

Underwear and socks are usually tossed out after one week. Clothes, shoes, towels, bathing suit, backpacks, lunch boxes, water bottles, books, glasses, sunglasses, sunscreen, bug spray, and art and craft projects will be kept for the duration of the summer and then donated.

## **Medication**

### **If Medication is to be administered to your child while at camp:**

1. Please fill out the Medication Consent form and be sure all parties included have signed the form. Turn completed form into Camp Supervisor on first day of camp. This must be completed to administer any medications.
2. Bring medication directly to the Camp Supervisor. All prescription medications **MUST** be in the original Rx bottle and in a clear plastic Ziploc bag with camper's name.
3. Provide written instructions as to quantity, time to be administered, your name, and phone number. This is to be placed in the Ziploc bag with medicine.
4. Please make us aware of any ongoing medical conditions or allergies (i.e. bee stings, peanut allergy, etc.)

## **Emergencies**

In case of a medical emergency, our Emergency Action Plan will be implemented which includes calling EMS and transporting your child to the hospital. We will attempt to contact parents or the emergency contacts immediately following the activation of our Emergency Action Plan. Should there be any changes in the emergency contact phone numbers, please notify us immediately.

In the event that you or your family have an emergency and need immediate contact with the camp, please call the Program Division Supervisor (704) 282-4686.

## **Conclusion**

The Monroe Aquatics and Fitness Center will make every effort to provide your camper with an exciting and fun-filled camp experience. We are flexible, with a basic plan that can and will be altered when necessary. We hope that each camper will leave our camp with a new or heightened understanding of caring for one another in a fun environment. Thank you for allowing us to be a part of your child's summer.



## **What Every Camper Needs!**

- **Small gym bag, book-bag, or small plastic bag  
Label everything! MAFC is not responsible for lost items**
- **Packed lunch daily- please do not send items that require heating or refrigeration. NUT FREE LUNCH**
- **Morning snack and afternoon snack. NUT FREE SNACK**
- **WATER BOTTLE**
- **Change of clothes**
- **Water shoes or flip-flops- for the waterpark**
- **Tennis Shoes- must be worn to camp!**
- **Swimsuit and towel- you may bring goggles, but no pool toys.**
- **Sunscreen- apply sunscreen to your child prior to drop-off.**
- **Bug Spray- apply as necessary.**
- **Be able to nap on the bus**
- **Camp T-shirt- must be worn on field trip days.**
- **Positive Attitude- don't leave home without it.**
- **The ability to have FUN!**