

2024 WELLSRING SUMMER DAY CAMP POLICIES and PROGRAM GOALS

PLEASE RETAIN THESE SHEETS FOR YOUR RECORDS.

Registration

- Only forms that are completely, legibly, and accurately filled-out will be accepted.
- Forms can be returned, in person, to Wellspring Interfaith Social Services, 1316 Broadway during our business hours: 8:30AM-4:30PM, Monday-Thursday and 8:30AM-1:30PM, Friday.
 - Forms can also be returned by mail (Wellspring Interfaith Social Services, 1316 Broadway, Fort Wayne, IN 46802) or by email to youthdept@wellspringinterfaith.org.
- You will receive notification by phone or email if your child has been accepted to the camp.
- Forms must be signed by a legal parent or guardian.
- Remember to list the grade your camper was in this school year (2023-2024).
- Forms must be returned by Wednesday, May 29th.

Attendance

- Spots for the camp are limited.
- We request that campers attend at least 3 days per week.
- You do not need to notify the office if your camper will not be in attendance unless they will be absent for 3 or more days in a row.
- The program begins at 9:00AM and ends at 1:30PM.
- We'll be CLOSED on JUNE 19TH and on JULY 4TH.

Arrival and Dismissal

Program Begins at 9:00AM.

- You may drop-off campers between 8:30AM and 9:00AM.
- **DO NOT drop-off campers before 8:30 AM or after 9:00AM.**
- Beginning June 10th, we'll have a "3 Strike" policy. If you drop off your camper late 3 times, then they won't be allowed to stay for camp that day. Wellspring staff will be tracking attendance and tardiness.
- You'll be informed at the time of the late drop-off that you've received a "strike".

Program Concludes at 1:30PM.

- You may pick-up your camper after 1:30PM at their site.
- **Campers MAY NOT be picked up before 1:30PM.**
- You should pick-up your camper at the same spot you dropped them off at in the morning.
- Campers must check-out with a Wellspring staff member before leaving the site.
- Campers left at their site or at bus stops after 2:00PM will be brought back to Wellspring Interfaith Social Services (1316 Broadway). We'll try to reach you to make other arrangements before transporting your camper to Wellspring.
- If you're late picking up your camper 3 times, then they won't be able to attend camp.
- If you're late picking up at the bus stop 3 times, then you'll need to transport your camper to the sites as you won't be able to use the buses anymore. You'll be informed at the time of the late pick-up that you have received a "strike".
- If campers are left at Wellspring after 3:00PM and we haven't been able to reach a parent, guardian, or emergency contact, then we'll contact the FWPD.

Transportation

- Limited, free transportation is provided at 2 bus stops, Bloomingdale Elementary and Bethlehem Lutheran Church.
- Wellspring staff reserve the right to refuse transportation to any camper due to behavioral issues or if parents/guardians are habitually late picking-up campers from the stop.
 - We follow FWCS Transportation rules.
 - All campers must use seat belts.
 - No food or drink on the bus.
 - No cell phone use or use of other electronic devices allowed.
 - All campers are quiet on the bus.
 - Windows must be put up before exiting the bus.
- Only parents, guardians, 2 emergency contacts, or childcare providers listed on the registration form will be allowed to pick-up campers from the site or the bus stop.
- Pre-K and 1st grade campers won't be allowed to walk home from the site or bus stop alone. They must be picked-up by a parent, guardian, emergency contact, or childcare provider.

Communication

- Campers are not permitted to use cell phones at camp.
- ALL COMMUNICATION is coordinated through the Youth Department office.
- If you need to contact your camper or a Wellspring staff member, please call 260-422-6618 x109.
- If you need to make any changes regarding your camper's information or changes to transportation, please call 260-422-6618 x109.
 - Note that any transportation changes must be made before 12:00PM each day.
 - Transportation changes are for emergencies only.

Photography/ Video Waiver (on the registration form)

I permit Wellspring Interfaith Social Services and its affiliated organizations to use and publish photographs and/or video of me and/or my camper for purposes of promoting the Wellspring Summer Day Camp.

Dress Code

- Campers should wear comfortable clothing allowing them a free range of motion to participate in recreational and athletic activities.
- Note that clothing may get soiled with dirt, grass, paint, glue, etc.
- Unacceptable attire includes revealing clothing and apparel that displays/promotes drugs, alcohol, tobacco, or gang references, and excessively loose or baggy pants. If your camper comes to camp in "unacceptable attire," then you'll be responsible for providing them a change of clothing or picking them up from program.

Change in Personal Information

Please notify the office, 422-6618 x109, if you have changes in any of the information (phone numbers, emergency contacts, etc.) listed on your camper's registration form.

Personal Items/Electronic Devices

- Campers are NOT permitted to bring any personal items from home. This often increases the likelihood of them getting lost, stolen, or damaged.
- Campers are NOT permitted to borrow, lend, or trade items while at camp.
- The following items are NOT allowed at camp: money, poppers, fidget spinners, toys, or stuffed animals.

- Cell phones are NOT permitted for use at camp. Wellspring staff reserve the right to confiscate any, and all personal items as issues arise. Confiscated items will be returned to the parent or guardian at the end of the day.
- Wellspring Interfaith Social Services is NOT responsible for any personal items that may have been lost, stolen, damaged or gone missing during camp.

Summer Lunch Program

- Lunch is provided by FWCS and served at each site where it'll be given to anyone under the age of 18.
- Wellspring Interfaith Social Services is NOT responsible for the menu, or any changes made to it.
- You may access the menu at foodservice.fwcs.k12.in.us.
- If your camper has dietary restrictions, please include this on the "Health Information" section of the registration form.
- We do NOT provide special lunches for children with allergies or other restrictions.
- Your camper may bring lunch, but we won't have refrigeration for lunches brought from home.

Behavioral Issues

- Wellspring staff reserves the right to send any camper home that has disruptive, unsafe, destructive, or abusive behavior.
- We do NOT have the capacity for one-on-one supervision, so if you have a camper requiring this kind of supervision, our camp may not be the best program for them.
- Your camper must participate in all camp activities. If your camper refuses to participate, then they may be given a day off or discharged from camp.

Medical Issues

- If your camper has a medical condition that is contagious, then we may require a doctor's note before they're allowed to return to camp.
- If your camper has a fever, they cannot return to camp unless they have been fever-free for at least 24- hours without the use of fever reducing medication.
- Your child must be potty-trained.
- Wellspring staff CAN NOT administer any medications to campers.
- Wellspring staff can provide first aid.

Surveys, Questionnaires, Tests, etc.

You and your camper must fill out all surveys, questionnaires, tests, etc. for the program. The information gathered from these tools is an invaluable way for us to measure our success in reaching goals and for reporting to our funders.

The Wellspring Summer Day Camp reserves the right to discharge your camper from camp if they or you are not adhering to any of these policies.

WELLSPRING SUMMER DAY CAMP PROGRAM GOALS

- Campers participate in approximately 5-6 hours of summer learning activities each week.
- Campers are supported by caring staff.
- Wellspring staff build healthy, positive relationships with campers by using the Search Institute's Developmental Relationships Framework.
- Campers learn about and begin to develop a Growth Mindset.
- Camp provides a safe environment for all activities.
- Wellspring staff act as positive role models encouraging children to follow their example and maintain good behavior.
- Campers participate in weekly art, dance, and yoga activities.
- Wellspring staff encourage children to do well in all activities.
- The diversity of campers helps youth to become comfortable being with people of different racial, ethnic, and cultural backgrounds.
- Campers are encouraged to solve problems without hitting, throwing a tantrum, or using hurtful language.
- Campers are encouraged to like themselves and feel that other people value them.