

Camp "Mission Impassable" Info. Packet



TOP SECRET

IN CODE!!!

**TO JOIN AN ELITE TEAM OF SECRET AGENTS!
REPORT TO MISSION HEADQUARTERS AT
0900 HOURS ON 4/19/10.
AGENTS YOU HAVE BEEN CHOSEN**

It is our mission to offer you the most creative camp experience that we can, all within a safe, encouraging atmosphere. We know that even seasoned agents may get the "first day jitters;" this information will help you feel prepared. If you still have questions, please call our office and we will be glad to answer them or to make an appointment to show you around. See you soon!

Danielle Fitzpatrick, Director

April Vacation Camp



Parent Checklist:

Camper Health History & Authorization for Treatment

Told us "3 Things We Need to Know"

Signed and returned Behavior Policy, Pick-Up Release, Photo Release, Permission Agreement

Marked your calendar for Friday show

Labeled campers' belongings

Packed healthy lunch/snack

Forms should be completed and dropped off, faxed, or mailed prior to the start of camp.

Preparing for Spy Training

Check-in & Check-out

Check-in: between 8 –9 am @ RR St. All agents should be checked in by 9am for the official start of camp. Please give yourself enough time to sign in, get settled and not miss the 9am morning meeting.

All campers must be signed in and out each day at RR St by a parent or guardian. If someone else is authorized to take your child home, please fill out the enclosed form.

Pick up: 3 pm unless campers are staying for aftercare. All campers must be picked up by 3pm on Friday.

Aftercare (optional) is available Mon.-Thurs. for an additional \$8/day. You do not have to sign up in advance for this service. Aftercare ends at 5 pm.

Other Information: If you have any questions, please feel free to contact us! Please mail, fax or drop off your completed forms before your arrival. Balances of fees are due prior to arriving at camp.

Sample Schedule

8am MoCo doors open.
(No drop off prior to this time.)

8-9am Check in at RR St.
Put gear in the locker rooms. Change shoes. Join in games and crafts in studios.

9am CAMP OFFICIALLY BEGINS!
Be on time, or you'll miss out on crucial orientation information.

9:45am Bathroom/snack break. Older campers to Washington St. location.

10am 1st period

10:45am Bathroom/story break

11am 2nd period

11:45am Clean up for lunch.
Older campers to Railroad St location

12pm Lunch & songs.
Parents are welcome to join us.

12:45pm 3rd period/Rest (4-6 yrs)

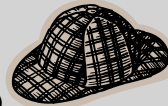
1:30pm Bathroom/snack break

1:45pm 4th period

2:45pm Closing ceremony

3pm Pick-up at RR St.
Sign out at the front desk before you go!

3-5pm Recreation time and games.
Campers have snack, games and more fun!



(optional)

Older Campers (ages 8-12)

Older campers (the Trekkers) will be traveling off site for special classes held out our School of Art on Washington St. Appropriate clothing (coats, raingear) is required for walking from location to location in the inclement weather.

What You Need to Know

FIRST TIME AT CAMP?

Talk about what it might be like, review the day with your child, and take a field trip to the studio.

COMMUNICATE!

We try to make our spy kids as happy as possible!

Talk to us!

Please fill out the “3 Things We Need to Know” section of this packet. Also, feel free to call or write a note with your needs *prior* to camp starting. The camp staff is often bustling about on the first morning of camp, so communicating in advance or in writing is best.

Camper Calls/Visits

Though the staff is always accessible to talk to you at any time, *campers cannot receive or place phone calls while at camp*. Cell phones are prohibited and may be left at the desk. You may join us for lunch each day, but visits at other times can be disruptive. The best way to communicate with your child is by tucking a supportive note in her lunchbox. Homesick campers are encouraged to draw pictures or write notes to take home to their parents.

THE BUDDY SYSTEM

In order to insure the safety and accountability of all campers, we use the buddy system. Anytime a camper goes anywhere, they must have a buddy and a staff person with them. Help campers understand the importance of this rule, especially older campers (trekkers) who will be traveling from place to place!

WHAT TO BRING

Here is a suggested packing list. Remember, detective work is MESSY and we like to MOVE!

- ✍ Backpack to keep all belongings
- ✍ 1 complete change of clothes
- ✍ Indoor footwear (ballet slippers, bedroom slippers, etc.) that hasn't been outside
- ✍ Painting shirt
- ✍ Blanket for rest time (young campers)
- ✍ Lunch and a drink. Bubbler on site.
- ✍ A snack. Looking for volunteers for morning snack... see sign up page.
- ✍ Outdoor clothing for long walks (8-12 yr old trekkers)
- ✍ “Theme” requirements (see calendar)

Please mark all clothing and belongings with the camper's name. Although every effort is made to help campers keep track of their belongings, MoCo Arts cannot be responsible for lost items. HINT: Agents that wear outrageously cool socks don't lose them!

*** Do NOT bring gum, radios, electronic devices, expensive toys, jewelry, knives, drugs, alcohol, cigarettes. Please do not send cash to camp. Parents may purchase snacks and water bottles at the vending machines in the mornings.

GETTING READY EACH DAY

Eat a good breakfast! Long hair should be pulled back. For our CSI, campers need plenty of sleep each night to be ready for an ACTIVE day. Check out the calendar and bring supplies accordingly. Spy gear, magnifying glasses and trench coats are welcome!

Health Care

We do our best at CupCAKE Camp to make your child's experience accident and illness free. Please be sure to meet with the camp director during check-in and provide any *additional information* that is not on the health form, such as recent illness. *If your child is required to bring medications to camp, be sure to turn these in at the desk during check-in. Medication must be in the original container including easily read and understood pharmacy instructions.* Please specify camper's name, doctor and phone number, name of medication, dosage and frequency. Campers needing medical attention will be assisted by local emergency services. We will make every effort to reach parents in this event. If you cannot be reached, your signature on the Health Form authorizes us to secure proper medical attention.



Closing Ceremony

Family and Friends are invited to our production. The show is free and open to the public; seating is limited. Bring a camera!

Performances and Art Gallery at 12 pm on Friday afternoon.

Campers are invited to leave after the production or they may stay until 3 pm.

No Friday aftercare.



Check lost & found before you leave!

Parent & Camper Evaluations

We appreciate your comments and feedback about our staff and program. If you see or hear of a problem with any part of our program or staff, please contact the front desk or camp director so immediate corrections can be made. At the close of camp, please take the time to fill out written evaluations which are helpful for us to improve our programs from year to year.

Please return all forms before arriving at camp.

Three Things We Need to Know

When it comes to knowing your child... You are the expert. Please take a moment to share with us some tips on what works best for your child, or any special needs that may arise during camp. Tell us the 3 most important things we should know about your child to make her/his stay pleasant.

1. _____

2. _____

3. _____

Behavior Policy & Expectations

Please read and sign your acceptance of the following behavior policy.

MoCo Camp provides a safe, nurturing, supportive atmosphere for campers to blossom in their artistic interests, physical coordination, cooperative skills and expressive abilities. To do this, the campers need to feel comfortable. They will have constant staff guidance and a structured environment with clear expectations and responsibilities. Campers will work with peers and staff, as well as independently, providing social and individual time. Campers will be asked to work as a team and to be an integral part in creating the fun, yet safe atmosphere. Campers will be instructed in safe use of the body, equipment, materials and studio rules. All campers are required to have a buddy and a staff person with them at all times. We have no tolerance for bullying or harassment.

Failure to follow directions or engaging in un-safe behaviors will be addressed immediately. The head camp counselor or camp director reserves the right to assess proper placement of the camper in the program. Campers may be removed from the program or sent home if their behavior is continuously unsafe or a detriment to themselves, other campers, or to the atmosphere of the program.

Parent/Guardian Signature: _____ Date: _____

Name of Camper: _____

Pick-up Release

This is to give permission for us to release your camper to a designated adult (18+ years old) other than parents/guardians listed on camper application. Adult must have photo ID on hand.

Name of Person: _____ Relationship to child: _____

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Super Spy Snacks

A mystery snack each day! Some snacks and treats (fruit, crackers and cheese, jungle bugs) may be provided each day. If you have any dietary restrictions, please let us know. If you would like to provide a snack one day (for 30 VIPs), please sign up here. Any day that is good for you... is good for us!!!!

Name: _____ Day: _____

Aftercare Request

To help us plan our aftercare needs, please let us know if you *think* you *might* be using these services. You may decide at any time, as well. Aftercare is \$8/day and entitles the camper to 2 more hours of recreational fun.

Yes, I will probably use aftercare! _____ How many days? _____

Permission Form

My child has permission to... (write Yes or No)

____ have photos, video, audio or other media taken and used for promotional purposes by the MoCo Arts staff

____ wear a temporary tattoo, face paint, or stage make-up

____ walk to classes at our School of Art on Washington St. (older trekkers, only)

Parent/Guardian Signature: _____

Date: _____



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