

S T E A M

2024 Summer Camp

PARENT HANDBOOK



-  **SCIENCE**
-  **TECHNOLOGY**
-  **ENGINEERING**
-  **ARTS**
-  **MATHEMATICS**

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CAMP NECESSITIES

All campers must **wear appropriate camp attire**: t-shirts, shorts/leggings, and tennis shoes. These items are essential to allow for safe play both indoors and outdoors and to prevent injury (e.g. carpet burn, rope burn, beam rash, etc.).

All belongings should be in a backpack with your camper's name on the outside. Items that do not fit in a backpack will not be allowed.

Campers need to bring the following items properly **labeled with their name**:

- A change of clothes in case of any accidents or spills.
- A packed lunch and a reusable water bottle.

Optional items - **must also be labeled with the camper's name**:

- Blankets are allowed but must fit inside your camper's backpack.
- Electronics such as phones, tablets, and watches are allowed, but must be checked-in with front desk staff upon arrival. Campers can have access to their devices during lunch/movie break or in the event of an emergency.

IMPORTANT: TOYS, STUFFED ANIMALS, JEWELRY, & ANY ITEMS THAT CAN BE EASILY LOST SHOULD NOT BE BROUGHT TO CAMP.

LUNCH

Campers should bring a packed lunch and reusable water bottle each day (EXCEPT Pizza Fridays). If your camper is only attending for a half-day, they can opt to not bring lunch and either be picked up 12 pm (half-day mornings) or dropped off at 12:30 pm (half-day afternoons).

EnRich will provide Domino's cheese pizza for lunch on Fridays (Gluten-free pizza is available upon request). Each camper will be given 2 slices of pizza for lunch. If they would like additional food, they may also bring a packed lunch. If your child will not be eating pizza, please notify the coach at drop off.

One snack is provided throughout the day, but additional snacks are available for purchase at the front desk.

Due to the possibility of a camper having food allergies, lunches should **NOT contain any nuts or nut butters**. If your child has any food allergies, please let us know.

MEDICATIONS/SICK POLICY

All medications, EpiPens, and inhalers must be in the original container and kept at the front desk with your child's name and instructions for use already labeled. Please put all of your child's medication in a Ziploc bag and label it with their name. **You will also need to fill out our Medication Authorization form.**

Please use the following guidelines when determining if your child is too ill for camp:

- **Fever:** must be fever FREE for 24 hours without the use of fever reducing medication before returning to camp.
- **Vomiting and/or Diarrhea:** FREE of any episodes for 24 hours before returning to camp.
- **Head Lice:** must be treated and free from nits and live bugs prior to returning to camp. Please notify the gym immediately so we can take the appropriate precautions to prevent the spread of lice.
- **COVID-19: See FAQs at the end of this document.**

DROP-OFF PROCEDURES

NEW: A staff member will be stationed at the carport to check your campers in through the carpool line.

- Early drop-off time: 7:30 a.m. **(NOT EARLIER)**
- Regular Camp drop-off time: 8:50 a.m. **(NOT EARLIER)**

Early drop-off fee of \$20 per day will be applied to your account if you drop your camper off earlier than 8:50am

Upon check-in:

- On your camper's *FIRST* day, a parent or guardian will collect their camper's t-shirt if they are enrolled in Weekly Camp, Half Summer, or Full Summer Camp.
- If your child has a severe allergy, please let the check-in staff know.
- If your child will be picked up by someone other than yourself, please let the check-in staff know.
- Staff will make sure campers have only brought approved items to camp (see 'Camp Necessities').
- Staff will collect any electronic devices that need to be checked-in, **ensure these are labeled.**
- Once each camper has been checked in, they will be directed to our cubby area to store their belongings in any cubby of their choosing before beginning activities.

PICK-UP PROCEDURES

NEW: A staff member will escort your camper's during pick up at the carpool line.

- Regular Camp pick-up time: 2:50-3:00 p.m.
- Extended Hours pick-up time: 3:00-5:00 pm., our extended hour fee is \$8 per day.

Late pick-ups will be subject to an additional charge. (*\$1/minute after 3:05. Regular campers will be sent with the extended hour group after 8 minutes past 3:05*).

- Provide an approved person pick up list to the Front Desk prior to your camper's first day of camp. List should include the names and phone numbers of those who are approved to pick up your camper(s). You are able to update this list through your Customer Portal account.
- Carpool staff will come up to your vehicle to retrieve the name of the campers you are picking up.
- Another member of our team will escort the campers to the door to be taken to their vehicle.
- **DO NOT PARK IN THE CARPOOL LINE** and come inside to pick up your camper(s) once pick-up has begun. To ensure a safe and smooth pick-up process, all guardians must enter the carpool line slowly and continue to pull forwards until their child is picked up.
- If you need to buckle your camper(s) in, please pull into a parking space to allow the line to keep moving. Our staff is not responsible for buckling in the campers.
- If your child forgot something inside, please park and come inside, or call/email our Front Desk. We will do our best to locate any items and have them ready for you to pick up the next day.
- If your camper(s) are enrolled for extended hours but you need to pick them up at the 3:00 pick-up time, please call our Front Desk to allow time for our staff to prepare your camper(s) for pick-up.
- Campers will be escorted to your car and camp staff will relay any important information about the day.
- If you need to pick your child up early for any reason, we request that you call ahead in order of us to ensure your camper(s) will be ready when you arrive.

REMINDER: WHEN ENTERING THE PARKING LOT, PLEASE DRIVE SLOWLY. CARPOOL ENTRY AND EXIT IS ON THE SIDE CLOSEST TO THE NEIGHBORHOOD. PLEASE REVIEW THE PARKING LOT DIAGRAM FOR A REFERENCE.

GYM RULES

We will start each morning by reviewing the rules that guarantee the safety for all individuals. These rules will be discussed every day as a reminder and for any new kids joining camp.

1. No running outside of the blue floor.
2. No food or drinks in the gym.
3. No shoes in the gym, unless instructed otherwise.
4. Ask a coach if you may use the restroom or get water.
5. Keep all hands and feet to yourself.
6. One person at a time on all equipment.
7. No hanging upside-down on equipment without holding on with your hands.
8. No flips unless approved by your coach.
9. Stay clear of the Competitive Team equipment.
10. Take turns on the equipment, let other campers get a turn.

GYM DISCIPLINARY ACTION

Here at EnRich, we strive to provide a fun and safe environment for everyone. In order to do so, there certain steps that will be taken in the event that a child misbehaves. If a child is having a behavioral issue (disrupting a singular child or a group, not keeping their hands and feet to themselves, using inappropriate language, not following directions, etc.), then they will be pulled aside by a coach. The coach will get the full story of what happened from all parties involved before deciding how to take action. The following steps are to be taken place:

1. Give the child a chance to correct their behavior.
2. If behavior continues, the child(ren) will sit out for 3 minutes to cool off and work on a "Think Sheet" to reflect on their behavior.
3. After the 3-minute cool-off if behavior does not improve, an incident report will be completed and a parent/guardian will be contacted. The child may be sent home for the day.
4. If a child has 3 or more behavioral incidents, they may be asked to leave camp for the remainder of the summer.

At pick-up, a coach will speak to the parent/guardian who arrives to let them know how the day went whether a phone call was made or not.

ZERO-TOLERANCE






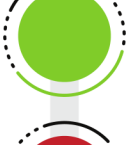
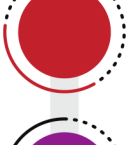
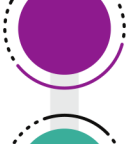

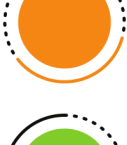

EnRich has a Zero Tolerance Policy in regard to bullying, emotional or physical abuse, shaming, and any other action taken for the purpose of intentionally injuring or hurting another person.

We understand that children will argue and sometimes disagree with each other. We will take action to help them resolve disputes in ways that are appropriate and healthy. These steps are seen in the above section, "Gym Disciplinary Action".

If a child demonstrates aggressive or abusive actions that threatens the safety of other children or staff, we reserve the right to dismiss them from camp with no refund.

WEEKLY THEMES

EACH WEEK WILL CONTAIN DIFFERENT CRAFTS, ACTIVITIES AND LESSONS TAILORED TO THE THEME OF THAT WEEK.

- WEEK 1: MAY 28 - MAY 31:**  **PLANT PARTY**
- WEEK 2: JUNE 3 - JUNE 7**  **ROBOT FRENZY**
- WEEK 3: JUNE 10 - JUNE 14**  **CONSTRUCTION**
- WEEK 4: JUNE 17 - JUNE 21**  **COLOR WEEK**
- WEEK 5: JUNE 24 - JUNE 28**  **COOKING**
- WEEK 6: JULY 1 - JULY 3**  **MAD SCIENTIST**
- WEEK 7: JULY 8 - JULY 12**  **LIGHT IT UP**
- WEEK 8: JULY 15 - JULY 19**  **DEFYING GRAVITY**
- WEEK 9: JULY 22 - JULY 26**  **3D ARTS**
- WEEK 10: JULY 29 - AUGUST 2**  **OUTER SPACE**
- WEEK 11: AUGUST 5 - AUGUST 9**  **MAGIC TRICKS**

SPECIAL DAYS!

- Every Wednesday, we'll have a special events planned. This might involve having a bouncy house available all day during certain time slots, splash days that change the schedule and require extra clothing, and special guests related to the theme of each week's camp.

CAMP ENRICH - OUTLINE OF ACTIVITIES

We will begin with open gym after everyone has checked-in. After open gym, we will have a group talk going over the rules for camp. From here the kids will be grouped into their proper age groups with their coach.

Each coach has a specific schedule to follow throughout the day which consists of gymnastics, dance, crafts, outdoor activities, and games!

Afternoon transition begins at 11:50 every day. All campers will use the restroom and wash their hands.

At this time, morning-only (half-day) campers will gather all of their belongings while parents arrive for pick-up. Full-day campers will collect their lunches and begin eating until 12:30p.m. Our afternoon-only (half-day) kiddos will be with a coach during lunch time, catching up on any missed crafts or activities from the morning.

Once lunchtime is over the campers will watch a snippet of a movie for 30 minutes in order to allow their food to properly digest before continuing with the remainder of their stations. A new set of activities will be performed with all the campers in the afternoon session.

At 2:50 p.m., camp round-up will begin. Campers will line up by group to collect all of their belongs from the cubby area and be seated in the waiting area until a coach escorts them to the carpool pick-up line.

GROUP SCHEDULES

RED GROUP - 4 YRS

9:00-9:50- Open Gym
 9:55-10:15- Snack
 10:20-10:45- Outside
 10:50-11:15- Trampoline/Vault
 11:20-11:45- Dance Studio
 11:50-12:00- Afternoon Transition
 12:00-12:30- Lunch
 12:35-12:55- Movie
 1:00-1:25- Beam/Bars
 1:30-1:55- Craft
 2:00-2:25- Blue Floor
 2:30-2:50- Group Activity/Open Gym

GREEN GROUP - 7YRS

9:00-9:50- Open Gym
 9:55-10:15- Snack
 10:20-10:45- Dance
 10:50-11:15- Outside
 11:20-11:45- Blue Floor
 11:50-12:00- Afternoon Transition
 12:00-12:30- Lunch
 12:35-12:55- Movie
 1:00-1:25- Trampoline/Vault
 1:30-1:55- Craft
 2:00-2:25- Beam/Bars
 2:30-2:50- Group Activity/Open Gym

ORANGE GROUP - 5YRS

9:00-9:50- Open Gym
 9:55-10:15- Snack
 10:20-10:45- Beam/Bars
 10:50-11:15- Outside
 11:20-11:45- Craft
 11:50-12:00- Afternoon Transition
 12:00-12:30- Lunch
 12:35-12:55- Movie
 1:00-1:25- Dance
 1:30-1:55- Blue floor
 2:00-2:25- Trampoline/Vault
 2:30-2:50- Group Activity/Open Gym

BLUE GROUP - 8 YRS

9:00-9:50- Open Gym
 9:55-10:15- Snack
 10:20-10:45- Blue floor
 10:50-11:15- Craft
 11:20-11:45- Outside
 11:50-12:00- Afternoon Transition
 12:00-12:30- Lunch
 12:35-12:55- Movie
 1:00-1:25- Beam/Bars
 1:30-1:55- Dance
 2:00-2:25- Trampoline/Vault
 2:30-2:50- Group Activity/Open Gym

YELLOW GROUP - 6YRS

9:00-9:50- Open Gym
 9:55-10:15- Snack
 10:20-10:45- Outside
 10:50-11:15- Dance
 11:20-11:45- Trampoline/Vault
 11:50-12:00- Afternoon Transition
 12:00-12:30- Lunch
 12:35-12:55- Movie
 1:00-1:25- Blue floor
 1:30-1:55- Beam/Bars
 2:00-2:25- Craft
 2:30-2:50- Group Activity/Open Gym

PURPLE GROUP - 9 YRS+

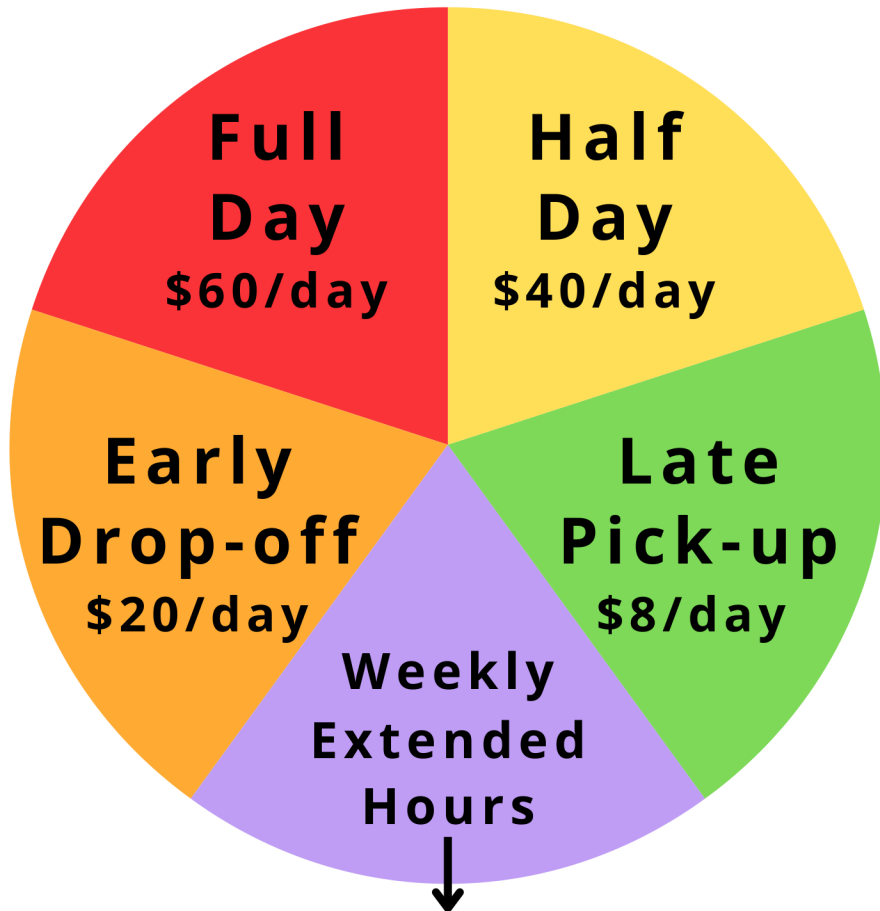
9:00-9:50- Open Gym
 9:55-10:15- Snack
 10:20-10:45- Trampoline/Vault
 10:50-11:15- Blue Floor
 11:20-11:45- Outside
 11:50-12:00- Afternoon Transition
 12:00-12:30- Lunch
 12:35-12:55- Movie
 1:00-1:25- Craft
 1:30-1:55- Beam/Bars
 2:00-2:25- Dance
 2:30-2:50- Group Activity/Open Gym

(GROUPS MAY BE ADJUSTED ACCORDING TO ENROLLMENT)

WEDNESDAYS WILL HAVE A MODIFIED SCHEDULE

PRICING

All Full Summer, Half Summer, and Weekly prices are as seen online.



Mornings
\$80/week
OR Afternoons
\$35/weekly

Sibling Discounts are available for all options with the exception of Full and Half Summer Package.

FAQ'S

Can my 3, almost 4-year-old, attend camp?

Camp is for ages 4 and up. We cannot accept anyone younger than 4 due to safety reasons. We run a large camp with a wide variety of ages. Our campers must be fully potty-trained, able to listen to instructions, and be able to stay in their own groups without any help from older siblings.

What is the coach to camper ratio?

We keep the ratio at 1 coach for every 15 kids in a group for kids ages 5 and up. For our 4-year-old kids the ratio is 1 coach for every 10 kids in a group. Larger groups will have additional coaches to maintain a safe ratio.

Is there a sibling discount for camp?

Sibling discounts are only available for Weekly, Full Day, Half Day, and Extended Hour rates. Half Summer and Full Summer packages do not have sibling discounts.

When do I have to pay for camp?

Payment is due in full at checkout for all package types during any time of enrollment.

Can I split up the weekly rate by choosing 5 separate days?

No, the only way to receive the weekly discounted rate is to enroll for camp that Monday-Friday of the specific week you are choosing.

How are the campers split into groups?

Campers will be split into groups by age (no exceptions) in order to provide age appropriate activities and crafts. All ages will be together in a group at the beginning of the day for open gym, at lunch/movie time, and at the end of the day for the activity of the day/open gym.

Do I get a make-up or credit for missing camp?

We do not credit any missed camp days due to the preparation of crafts and staffing available based on the number of campers enrolled per day. Any changes to your camp reservations must be made 2 weeks in advance in order to avoid forfeiting days/weeks purchased as we cannot provide changes to your account after sessions are missed.

FAQ'S

Can I cancel my camp registration and receive a refund?

Yes but you must cancel at least 2 weeks before the event starts in order to get a refund. Refunds will be processed within 2 weeks of cancellation and will be subject to a 20% administrative fee. If less than 2 weeks notice is given, a credit will be placed on your account minus a 20% administrative fee.

What should I do if my child has been exposed to COVID-19 or tests positive for COVID-19?

If your child has been exposed to COVID-19 but is not showing any symptoms, please notify the front desk immediately, so that we may alert the families of any children that may have been in contact with your child.

What to wear for Wednesday Splash Day?

If your child would like to participate in Splash Day (weather permitting), please send them with the following items labeled with their names:

-Swim attire. Please have them put it on at home in case they need help.

-Towel

-Change of clothes

-Bag for wet clothes

-Sunscreen

Please Note: Parents please note that children will not be able to participate without a change of clothes.

FAQ'S

What happens if my child cannot attend due to a family emergency?

In the event that you have an unforeseen circumstance and need to make a change, we kindly ask for a 2-week notice for switching any days/weeks so that we have proper notice to make adjustments of staffing, crafts supplies, water day activities, pizza count, etc.

If changes are made to scheduled camp enrollment with less than 2 weeks' notice, there will be a rescheduling fee of \$5 for day camp purchase or \$25 for weekly camp purchase per child to cover the costs associated with last-minute changes to the camp enrollment schedule.

Please note: If you purchased a full week or a summer package, we can't split up full weeks.

What are your COVID-19 protocols?

If your child has any COVID symptoms, do not bring them to camp, stay home for the safety of all campers and staff. If they come to camp, they will be sent home. We ask that your child quarantines for 5 days and tests negative before they can return to camp. Camp may be rescheduled for your child with proof of a positive COVID test.

Frequently touched surfaces will be sanitized throughout the day, and all equipment and materials used will be sanitized at the end of the day. Campers will be escorted to the restroom to wash their hands between station transitions. At the end of the day, all equipment and materials used will be sanitized.

GYM SAFETY

Safety is always our number one priority. The head coach will float through all of the stations throughout the day to monitor all campers and their surroundings. Equipment will be checked to ensure campers will not hurt themselves while playing or learning new skills. Specific equipment and areas of the facility may be off-limits to campers in order to maintain said safety throughout the entire day.

Gym rules are gone over before each station and open gym. We will have at least one coach stationed in every corner of the gym to monitor campers during open gym time.

If you have any questions or concerns, please notify the front desk and we will share your concerns with the appropriate staff member to resolve the situation. We appreciate all customer feedback!

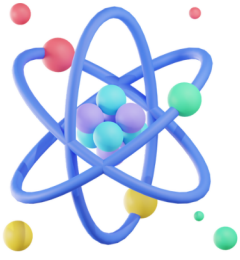
PARKING LOT DIAGRAM

The White Arrows indicate the flow of drop off/pick up.

The Blue Arrows indicated where you may enter to park.

The Green Zig Zag indicates where all staff is to park.





CONTACT INFORMATION

Address:

1661 Blaisdale Rd.
Richmond, TX 77406

Website:

enrichgymnasticsrichmondtx.com

Phone:

832.759.6410

Parent Portal:

<https://app.iclasspro.com/portal/enrich>

Email:

info@enrichgym.com

Facebook/Instagram:

@enrichgymdance

