



JCC Core 24 Basketball Summer Academy Manual

Dear JCC CORE 24 Summer Academy Families,

Welcome to the JCC of Staten Island Core 24 Basketball Summer Academy. We are committed to providing a safe, high quality Sports Academy experience for your child with a focus on not only excellent training but FUN, FRIENDSHIP and COMMUNITY.

This manual contains valuable information that will answer many of the questions that may arise as you prepare your child for sports academy and throughout the summer. Please read this manual carefully and hold on to it for future reference.

Our Summer Academy staff lie at the center of the academy's success. Our caring and experienced team works year-round to create a fun-filled and balanced program for the participants. We have a diverse leadership group with various backgrounds. Coaches have been screened for maturity, creativity, a sense of responsibility and spirit. They are required to attend trainings that emphasize children's safety, well-being and stresses their essential role of encouraging participants to reach their full potential and discover talents they never knew existed within them.

We recognize the role that summer academy plays in a child's development and work tirelessly to make your child's experience at JCC Sport's Summer Academy a rich and rewarding one.

Thank you for joining us this summer!

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1. What to bring

- Basketball
- Enough water for the day (water fountains are in service for refills)
- “Sweat” and pool towel(s)
- Lunch/snacks (if you don’t pre-purchase lunch)
- Change or additional set of clothing (t-shirt, shorts and sneakers)
- Bathing suit and flip-flops/sandals
- PPE Mask if they so desire
- *MEDICALS* (Must have by the first day of attendance)

2. What to wear

- T-shirt, shorts and basketball sneakers

3. Lost and found

- An inevitable part of academy is children misplacing things. We have a “Lost and Found” area located in the Sports and Recreation closet. We highly encourage participants to NOT bring such items as personal video games/music devices, jewelry, excessive amounts of cash, etc... as they do not belong in academy and we are not responsible for them if they are misplaced, lost, stolen or broken.

4. Lunch

- You can either bring your own lunch/snacks or you can purchase lunch in advance for specific weeks or days. Payment can be done through our registration form during initial registration or after, but must be done a week in advance at minimum.

5. Health, safety, and medication

- You must fill out a waiver for your child during registration, as well as a Medical (Physical Examination) Form which is available under Summer Academy Forms and Manuals on our website. Please complete these forms by June 15th. Any participant who signs up after that date MUST turn in their completed forms before they will be allowed to attend summer academy. Children cannot participate in the academy without this information.
- Please make certain to inform the Academy Coordinator and Staff about your child’s need for any medications as well as food or other allergies as well as any medical conditions that we should be aware of so that we can ensure a safe experience for your child. This vital information will only be shared with any/all of your child’s academy staff, as appropriate.

- If your child is sick in the morning, please do not send them to academy. If, in the opinion of the Academy Coordinator, your child is not well enough to remain at academy, you will be called to take your child home. If your child is at home with a fever, they should remain at home until their temperature is normal.
- In case of an emergency, you will be notified immediately. If we cannot reach you, we will notify your child's physician. Please make certain that the emergency numbers in your child's file are up-to-date.
- If a child is diagnosed with head lice, a parent will be contacted and must pick up their child from academy. This policy is maintained in order to prevent spreading to other participants. Parents will be notified if lice is found in the child's academy group. Participants who have lice must be treated and will be re-checked upon return to academy. Participants must provide a note from their doctor that they are lice free.
- Medication brought to academy by your child should be given to their Academy Coordinator upon arrival. Medication must be in its original container and directions must be marked on the bottle. A signed physician's note must be brought with the medication detailing how and when it should be administered. If a change in medication is to occur, please notify us immediately. The Academy Coordinator will be in charge of storing and dispensing medication. Parents are responsible for picking up medication at the end of each academy session/end of season.

6. Arrival and dismissal

- **A.M. ARRIVAL/DROP OFF**
 - Parents will drive to the front of the Bernikow Building to drop off their child at the front door.
 - A JCC staff member will meet your vehicle and escort the participant to their dedicated meeting location for the academy.
 - If participant arrives after 9:00am, a parent will have to park and bring the participant to the academy location.
 - Please note, the procedures may change if medical screenings are made mandatory by local and state agencies.
- **P.M. DISMISSAL/PICK UP**
 - Parents must park in the Bernikow parking lot and walk to the front door where academy staff will dismiss the participants.
 - If you are planning to have someone else other than a parent pick-up your child, please make sure you notify our Academy Coordinator prior to pick up time.

Note: At no time during the day are parents allowed into the Bernikow Building without the expressed consent of the academy staff.

7. Typical day

- Drop off: 8:30am-9:00am
- Introductions, training, conditioning, drills, instruction: 9am-11:15am
- Lunch: 11:15am-12:30pm
- Outdoor pool: 12:30pm-1:30pm
- Basketball games and activities: 1:30pm-3:30pm
- Pick up: 3:30pm

Note: This is a sample schedule as edits may need to be made throughout the day.

8. Visiting policy and early pick up

- Visitors are not allowed to walk onto the Bernikow premises or into the building. Should you need to pick-up your child or drop something off, please contact the academy staff. In case of emergency, call the Front Desk at 718-475-5200 and someone will assist you and get you in touch with the appropriate staff.
Note: You may not park in the fire lane at any time.
- If you need to pick up your child early, please notify the academy staff at least the day before to plan.

9. Communicating with staff

- We recognize the importance of having an open line of communication between parents and staff. As such, staff do their best to be available to each parent on a daily basis. During the day, academy staff are very busy with the participants and are typically unavailable to answer phone calls. Staff try to contact parents during the day; however, they may return calls after 5:00pm or early in the morning. When appropriate, parents are also encouraged to email the Sports and Recreation Director with any questions or concerns that they may have. You may also send a note with your child to the Academy Coordinator.

10. Tipping policy

- Tipping staff at summer academy is permissible but entirely at your own discretion. Money, gift cards and other items have been given in the past.
 - A “suggested” amount to tip for a 7-week participant would be as follows:
 - Academy Coordinator: \$100 - \$125
 - Assistant Academy Coordinator: \$80 - \$100
 - Head Counselor: \$60 - \$80
 - Counselor: \$40 - \$60
- A reminder, this is only a suggested rate. You may give whatever you feel comfortable giving.

Our Promise to You:

- Train our staff on the necessary measures that ensure the safety of our participants.
- Administer daily surveillance assessments to all staff and participants.
- Maintain appropriate cleaning and sanitation protocols throughout academy.
- Practice social distancing guidelines established for our academy.
- Encourage healthy habits to keep our staff and participants safe.
- Use masks and personal protective equipment, where and when practical to do so if deemed necessary.
- Deliver a program which brings the “Sunshine and Smiles” to Summer.
- Communication. We will be here for you.

Your Promise to Us:

- We are all in this together. We ask that you follow our guidance, policies, procedures, rules and regulation as well as general knowledge so we can all be healthy and happy together.
- Be flexible. If/as city guidelines and mandates change, we will learn new information and communicate to you any changes in our protocols.
- Not lose sight of what is most important. Your sports participant will enjoy and take part in their favorite activities, and reconnect with their friends.
- If your child has been experiencing symptoms of COVID-19 or has been recently exposed, we ask that you notify us immediately.

Our Plan:

JCC Summer Sports Academy will rely on guidance from the American Camp Association (ACA), CDC and the New York State Department of Health. It is our responsibility to follow any procedures or preventative measures and practices that are deemed necessary. Our plan is designed to be flexible, so that we can adapt and refine our response as guidance changes. Our goal is to minimize risk and provide participants with an amazing sports summer academy experience.