

JCC Richmond Gymnastics Camp Manual

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Dear JCC Richmond Gymnastics Camp Families,

Welcome to the JCC of Staten Island Richmond Gymnastics Camp. We are committed to providing a safe, high quality Day Camp experience for your child with a focus on excellent training 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 camp and throughout the summer. Please read through carefully and hold onto to it for future reference.

Our coaching staff and counselors staff lie at the center of the camp's success. Our caring and experienced team of gymnastic professionals works year-round to create a fun-filled and balanced program for the campers. We have a diverse leadership group with backgrounds in education, social work, and school psychology. Coaches have been screened for maturity, creativity, a sense of responsibility and spirit. They are required to attend pre-camp trainings that emphasize children's safety and well-being and stresses their essential role of encouraging campers to reach their full potential and discover talents they never knew existed within them.

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

Thank you for joining us this summer!

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1. WHAT TO BRING TO CAMP

- Leotard or shorts & tank top
- Flip flops (for bathroom)
- PPE Mask (when not on the gymnastics floor)
- Enough water for the day (water fountains will not be in service for refills for safety reasons)
- “Sweat” towel(s)
- Lunch/snacks
- Coloring book, crayon, markers, or stickers (activity to do following eating lunch)

*Note: *Everything must have child's name on it!**

2. WHAT TO WEAR TO CAMP

- Leotard or shorts & tank top
- Flip-flops
- PPE Mask (when not on the gymnastics floor)

3. LOST AND FOUND

An inevitable part of camp is children misplacing things. We have a “Lost and Found” area located in Director Mary Fontana’s office. Please know we highly encourage campers to NOT bring such items as personal video games/music devices, jewelry, excessive amounts of cash, etc... as they do not belong in camp and we are not responsible for them if they are misplaced, lost, stolen or broken.

4. LUNCH

Please bring your own lunch/snacks.

5. HEALTH AND SAFETY

Your child’s physician must examine your child and fill out the Medical (Physical Examination) Form, which can be found online: https://www.sijcc.org/uploads/1/2/2/7/122792762/sports_camp_health_record.pdf. Please complete medical forms by June 30th. Any camper who signed-up after that date MUST turn in their completed forms before they will be allowed to attend camp. Children cannot participate in camp programs without this information, including a complete list of up to date vaccinations.

Please make certain to inform the Sports Camp Director 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 camp experience for your child. This vital information will only be shared with any/all of your child’s camp directors and counselors, as appropriate.

If your child is sick in the morning, please do not send him/her to camp. If, in the opinion of the camp medical professional, your child is not well enough to remain at camp, you will be called to take your child home. If your child is at home with a fever, he/she should remain at home until their temperature is normal as per the new mandated CDC guidelines.

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 camp. This policy is maintained in order to prevent spreading to other campers. Parents will be notified if lice is found in his/her child’s camp group. Campers who have lice must be treated and will be re-checked upon return to camp. Campers must provide a note from their doctor that they are lice free.

6. MEDICATION:

Medication brought to camp by your child should be given to his/her Sports Camp Director upon arrival at camp. 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 Sports Camp Director will be in charge of storing and dispensing medication. Parents are responsible for picking up medication at the end of each camp session/end of camp season.

7. CAMP ARRIVAL AND DISMISSAL

A.M. Drop off procedures

- Parents will drive into the Avis JCC parking lot and will be instructed to drive to the end of the parking lot to turn around in order to form a carpool line to drop off their child at the front door
- Prior to AM drop off, you will be required to complete an online questionnaire asking whether your child(ren) is experiencing symptoms of COVID-19, or has recently been in close proximity with someone who is experiencing symptoms or tested positive for COVID-19.
- When you arrive in the camp parking lot and have come to a complete stop you will be asked to show the results of the survey to the JCC staff member approaching your car.
- The link to complete the survey is here:

<https://forms.office.com/Pages/ResponsePage.aspx?id=FJn3Rf2t4EqM0m3wAVEpHDS65k2RGbtCnQjXue-Rt5NUOFhNNEINOeg1SE03UksxMUFYUIIUVUc3TS4u>

- QR code:

In brief, the AM screening protocol is as follows:

- A JCC staff member will meet your vehicle and request that you show a copy of the survey results discussed above.
- Afterwards, the staff member will proceed with a temperature check of campers using a touchless thermometer. (If a child records a temperature of 100.4 F or higher, they will be prohibited from exiting the vehicle.)
- Thereafter, as your child “passes” the wellness check, a staff member wearing a face covering will escort the camper to their dedicated meeting location for their gymnastics camp “pod or family.”
- Please note, all staff will go through the same health screening questions and temperature check as well.
- We will also confirm that all essential paperwork has been received (medical and waiver.) If all paperwork is not in, your child will not be permitted into camp until it is received.

P.M. DISMISSAL/PICKUP

- Parents will drive into the Avis JCC parking lot and will be instructed to drive to the end of the parking lot to turn around in order to form a carpool line to drop off their child at the front door
- You will have your carpool pass displayed on your dashboard and give the counselors your child’s name where they will hand off your child(ren) to the parent/guardian
- If you are planning to have someone else other than a parent pick-up your child, make sure they have a carpool pass and are listed on the authorized pick up form as well as alert the Director.
- Campers will be released by pods rotating which pod goes first each day

NOTE : At no time during the day are parents allowed into the Avis JCC Building without the expressed consent of the gymnastics camp director, Mary Fontana.

8. BUILDING DIRECTIONAL FLOW

Please have your child follow all directions as well as directional arrows and signage throughout the building as we try to maintain 1-way traffic flow and social distancing.

* Upon entering the gym, campers will be required to sanitize both their hands and feet. There will also be sanitizing stations throughout the gym.

9. A TYPICAL DAY AT CAMP

8:30-9:30am	Morning Arrival & Stretch
9:30-10:00am	First event
10:00-10:05am	Sanitize hands, event & equipment used
10:05-10:35am	Second event
10:35-10:40am	Sanitize hands, event & equipment used
10:40-11:10am	Third Event
11:10-11:25am	Campers will sanitize hands and have a snack/bathroom break
	Coach to sanitize event & equipment
11:25-11:55am	Fourth event
11:55-12:00pm	Sanitize hands, event & equipment used
12:00-12:30pm	Game time
12:30-1:30pm	Half day camper dismissal & full day camper lunchtime
1:30-2:00pm	Fifth event
2:00-2:05pm	Sanitize hands, event & equipment used
2:05-2:35pm	Revisit event of pods choice
2:35-2:40pm	Sanitize hands, event & equipment used
2:40-3:20pm	Conditioning/organized games
3:20-3:30pm	Dismissal

Note: This is a sample schedule as edits may need to be made to accommodate number of pods that will rotate from event to event.

10. EARLY PICK-UP

If you need to pick up your child early, please notify the camp director the night before to make arrangements. When picking up your child you must sign him or her out with Mary Fontana, Gymnastics Director.

11. COMMUNICATING WITH COACHES

We recognize the importance of having an open line of communication between parents and directors. As such, Coaches do their best to be available to each parent on a daily basis. During the day, Coaches are very busy with the campers and are typically unavailable to answer phone calls. Coaches 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 gymnastics director with any questions or concerns that they may have at gymnastics@sijcc.com. You may also send a note with your child to his/her coach or to the Director.

12. CELEBRATING BIRTHDAYS AT CAMP

If you would like to celebrate your child's birthday at camp, please notify the camp office in advance. If you send food to be served to other campers it must be pre-packaged, Kosher and nut free (for children with nut allergies.) Be sure to include enough "party" paper goods (i.e. plates, napkins, forks, spoons, etc...) for the child's entire group. Please give at least one-weeks' notice to the camp office of any birthday arrangements you plan to make.

13. VISITING POLICY

Visitors are not allowed to walk into the building due to the current situation. Should you need to pick-up your child or drop something off, please contact the camp director or park your car, come to the front door and ring the bell. Someone will come to assist you. Note: You may not park in the fire lane at any time.

14. TIPPING POLICY

Tipping staff at camp 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 an 8 week camper would be as follows:

Senior Counselor	\$50.00 - \$75.00
Junior Counselor	\$35.00 - \$50.00
CIT II	\$20.00 - \$30.00
CIT I	\$10.00 - \$15.00

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 campers.
- Administer daily surveillance assessments to all staff and campers.
- Maintain aggressive cleaning and sanitation protocols throughout camp.
- Practice social distancing guidelines established for our camp.
- Encourage healthy habits to keep our staff and campers safe.
- Use masks and personal protective equipment, where and when practical to do so.
- Deliver a program which brings the “Sunshine and Smiles” to Summer 2020.

- Communicate. We will be here for you.

Your Promise to Us:

- We are all in this together, we ask that you follow our guidance and general knowledge so we can all be healthy and happy together.
- Be patient. This summer will be unlike any other. As we learn new information, we will communicate to you any changes in our guidelines and protocols.
- Not lose sight of what is most important. Your sports camper will enjoy the indoor space, take part in their favorite activities, and reconnect with their camp friends.
- If your camper has been experiencing symptoms of COVID-19 or has been recently exposed, we ask that you notify us immediately.

Our Plan:

JCC Richmond Gymnastics Camp will rely on guidance from the American Camp Association (ACA), CDC and the New York State Department of Health. Our procedures follow COVID19 preventative measures and practices. 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 campers with amazing sports camp experience