

# **Welcome!**

## **Cougar Camp Parent Handbook**

**We are so glad that you are a part of our Northland Christian School family and we want to work together to make your child's summer camp experience the best one yet! This handbook is designed to inform you of our policies and procedures so that we can work effectively together. Please familiarize yourself with this information and save it to refer to when needed. We are looking forward to a great summer at Northland!**

**Tammie Wiley, Cougar Camp Director [twiley@northlandchristian.org](mailto:twiley@northlandchristian.org)**

### **MISSION**

Northland Christian School is committed to providing a Christ centered environment that creates an educational experience of challenges, security, growth, and fulfillment. Our principle goal is to work with the family and church to build a firm foundation for further development through educational excellence and Biblical values. The school is dedicated to the development of Christian leaders.

## **Camp Dates for 2025**

Camp begins June 2, 2025 and ends July 25, 2025.

## **Tuition Information**

Each week, you may choose either the regular plan 8:00-3:30 (\$230) or the extended plan 7:45-5:30 (\$260).

The tuition covers: Quality, experienced Christian counselors and instruction Craft supplies as well as sports and game equipment, all admission fees and rental fees and transportation costs. The week of July 4th will be prorated due to camp being closed on July 4th.

## **Payment Information**

The Cougar Camp annual registration fee (\$50 non-refundable unless camp is canceled by NCS) is to be made through the NCS website to reserve a spot for your child. Please go to the website at [www.northlandchristian.org](http://www.northlandchristian.org) and click on the Cougar Camp information. Follow the instructions by first choosing the annual registration link for Cougar Camp before you go to the tuition link.

Campers must be registered once each summer. Once registration is done for the year, then you will always click the tuition link each week and not the registration link. Annual registration and weekly tuition are paid online with a credit card or an electronic check. Weekly session tuition payment must be paid in full before leaving your camper each week. Weekly sessions are not prorated if attending less than a full week unless the camp itself is closed. We are unable to accommodate makeup days. This is due to staffing scheduling needs. We do not currently offer sibling discounts. Please keep all FACTS emailed receipts as this is your documentation for tax purposes.

## **Ages for Daily Camp Activities**

Every single day is filled with an exciting variety of activities. Though each day is different, this summer your child will get to participate in swimming, sprinkler time, STEM activities, bike riding, games, sandplay, crafts, science experiments, sports activities, free time, and treats. The children travel through rotations with their age group. The youngest group will usually be those entering and those finishing Kindergarten. The middle group will usually be those finishing 1st and 2nd grade. And the oldest group will usually be those finishing 3rd-5th grade.

Please note that the minimum age to come to camp this year is to turn 5 years old by September 1, 2025 (or entering Kindergarten Fall of 2025) and that the last year your child may attend camp is the summer after they graduate from the fifth grade. Please note that all campers must be 100% fully potty trained to attend camp and no longer having accidents. Movies that will be shown will be either Bible movies or rated G. Rarely, there may be a PG movie if the director deems it appropriate. During summer camp, please note that the regular Northland policy of parents being able to attend field trips and lunch time during the school year does not apply to summer camp.

### **Signing In and Out for Special Circumstances**

If campers plan to arrive after 11:00 am or leave before 3:00 pm, please check with the camp director first to ensure that we are on campus at those times. We are usually off campus in the middle part of the day. Also, please note that if your child decides to do another NCS camp on campus the same week as Cougar Camp, you must let both directors/teachers/coaches know and check the details regarding off campus times. The other director/teacher/coach will also need to sign the camper in and out of Cougar Camp each time they take and return the camper for their sports/music/robotics camp or lesson or tutoring.

### **Bringing Lunch, Snack & Water**

Campers are required to bring a lunchbox and an afternoon snack. Please label their lunchbox. For field trips, we do not put the lunches in a cooler so please send a lunchbox to keep your child's lunch cool if needed. Campers are asked not to share food or drink due to allergies. Please have your child finish breakfast before arriving at camp. Campers will be given popsicles every afternoon but should also bring a snack from home. Each camper is also required to bring an extra large, labeled water bottle to camp each day. They will carry this with them to the playground, field trips, etc.. Please note that regular size disposable water bottles are not big enough for campers when we are off campus and not near water fountains.

### **Wearing Swimsuits Mondays, Wednesdays & Fridays**

We will be swimming at the pool every Wednesday and Friday this year. (Tuesdays and Thursdays are field trip days.) Mondays we will be visiting local splash pads and camp shirts will get very wet along with swimsuits at the splash pad. (Campers must have camp shirts on over their swimsuits while at the splash pads due to being out in public.) Campers will change clothes when returning to campus on Mondays, Wednesday, and Fridays. We will again be renting the Oak Creek Village subdivision pool that is five minutes away. The pool is closed to the neighborhood while we are renting it. Campers are required to arrive at camp in the morning with their swimsuit already on under their shorts on Mondays, Wednesdays, and Fridays. They should bring undergarments to put on after removing their wet swimsuit (and bring an extra dry shirt on Mondays). Please have your child practice putting on their swimsuit after using the restroom and practice removing their wet swimsuit so they are able to accomplish that without any assistance. There is a large roped off shallow area for everyone at the pool. There is also a medium and a deep area. Swimmers must pass a swim/play test daily to be able to go into the medium or the deep area. The director has discretion and errs on the side of caution when deciding who can swim for an hour in the deep end without getting tired. Swim time is staffed by paid, certified lifeguards plus the NCS staff are assigned to pool areas as well. Lifejackets are required to be worn by any camper who is not able to swim the length of the pool unassisted. THIS IS A NEW RULE REQUIRED BY THE STATE OF TEXAS FOR ALL PRIVATE SCHOOLS. Even if your child is in the shallow area, a lifejacket is now required. Remember to apply sunblock before camp and to send a labeled towel, sunblock, undergarments, and flip flops as well as swimcap, goggles, or ear plugs if desired. It is hard for them to put on tennis shoes and socks with wet feet so they should keep flip flops in their bag for those times. Tennis shoes are great for all other activities including daily PE, field trips, and playing in grass. All of these items should be brought daily in a large bag/ backpack. Pool toys should not be brought as these are provided by camp. You may send spray sunblock for counselors to spray your child again but counselors are not allowed to rub sunblock on. You may also send a sunblock stick for your child's face. A swim waiver must be signed and emailed to the director before your child is allowed to swim.

### **Camp Counselors**

NCS Cougar Camp counselors have prior work experience with groups of children. Our counselors demonstrate a positive interaction with children, are creative, responsible, love children, and show a love for Christ. Our counselors train in CPR, First Aid, and child abuse prevention.



## **2025 Arrival and Pick Up Times**

Arrival and pickup is in the Building 6 cafeteria. There are two plans available.

7:45-5:30 extended plan (the parking gate will open at 7:45) 8:00-3:30 regular plan

Repeated late pick up of a camper may result in dismissal from the camp at the director's discretion. Campers may not arrive before 8:00am unless they are on the extended 7:45-5:30 plan. No campers may arrive before 7:45. Campers must be picked up by 3:30 if they are on the regular plan or they will be charged at the extended plan rate. All campers must be picked up by 5:30 when camp closes.

## **Camp Shirts and Things to Bring Daily**

Each child should bring a labeled large tote bag (large beach totes actually work better than backpacks for camp) to camp daily with labeled undergarments, life jacket (if cannot swim), flip flops, towel, sunscreen spray and face stick, large water jug, afternoon snack and lunchbox. You are welcome to also bring a face mask, swim goggles, swim cap, or ear plugs as well as an evening toy can be brought if desired. Please see the daily reminder section at the end. Mondays, Tuesdays, and Thursdays camp shirts must be worn. We will be keeping the same color (purple) shirts as last year so you may also wear last year's shirt in addition to the shirt you will receive with this year's registration. I will have a few additional shirts for sale.

## **Things to Leave at Home**

Electronics including phones, smart watches, and ipads will not be allowed at camp. These items can pose a supervision/ safety issue as well as be broken or lost when taken off for various water activities. An appropriate toy may be brought from home to play with in the late afternoon only if the camper is on the extended plan.

## **Field Trips on Tuesdays & Thursdays**

Camp shirts will always be required to be worn on field trips on Tuesdays and Thursdays.

Weekly emails will let you know if socks, shoes, waivers, etc... are needed for a specific trip.

A schedule of the field trips will be sent out in the spring.

## **Discipline and Guidance**

Campers attending Cougar Camp are encouraged and expected to maintain positive, kind, obedient, and respectful behavior at all times towards other campers and staff members as well as facilities that we visit. Maintaining good behavior at camp is essential for everyone's safety and enjoyment and sometimes requires staff to enforce discipline that is directed toward teaching the child acceptable behavior and self-control. Depending on the circumstances, discipline may be in the form of redirection, time out, or losing a camp privilege. If the Director determines that a child's needs require the counselor to be excessively distracted from the rest of the group or the child's needs interfere with the safety, respect, or activities of campers and staff, parents will be asked to pick up the camper immediately after being contacted and must make other arrangements for the remainder of the summer. The camper is charged for the entire weekly session. Discipline policies will be strictly enforced.

## **Forms to Return and Communication**

Parent Handbooks are emailed out. Emails will be utilized to communicate any policy changes or other important information during the course of camp. Before your child's first day of camp, be sure to email the handbook acknowledgement form and medicine instructions form as well as the swim waiver and any field trip waivers that are given. If you are not from NCS, you will also need to email the immunization record to [twiley@northlandchristian.org](mailto:twiley@northlandchristian.org). You may email the director at any time. Emails are checked frequently throughout the camp day.

## **Illness and Exclusion Criteria**

Any camper who has an armpit temperature of 100.4 degrees, uncontrolled diarrhea, vomiting illness (two or more episodes in 24 hours) or other symptoms of illness will not be admitted to camp. Should a child become ill at camp, parents will be called to pick her/ him up and need to have a backup plan in place if parents are not available. If we are unable to contact parents/ legal guardians, we will contact the emergency contact listed on the registration form. Please note: A child may be readmitted when temperature has been below 100.4 degrees for 24 hours without the use of fever suppressing medication. Weekly tuition is not prorated for sickness due to the director's obligations for previous paid reservations and staffing arrangements. Therefore, if a child is sent home with a fever, she/ he would not be eligible to attend camp the following day.

**Medication**

All medication must be in its original container with the child's name on it as prescribed by a physician or age appropriate if using an over-the-counter unopened bottle of medication. A separate authorization form must be completed for each medication administered. All medications and authorizations should be given to the director on the camper's first day. If your child requires an epi pen or inhaler, please be sure to turn that in to the director on their first day. Northland Christian School will not dispense any medication without following these procedures. Never leave any medication in your child's bag. Staff at Cougar Camp are prepared to handle the everyday "bumps and bruises" that may occur and will administer basic first aid. Accident reports may be completed by the staff if needed and copies sent home in a timely manner. In the event of a serious or life threatening accident/ injury, 911 will be called. Parents and/ or persons listed as emergency contacts will be notified by phone. On the registration form, you may select if you wish for the director to give your child basic medications such as Tylenol if needed. Parents will receive a call or text.

**Immunizations**

Northland Christian School requires all campers to follow the State of Texas guidelines for childhood immunizations. Current immunizations must be provided at the time of registration and it is the parent's responsibility to keep these updated. Copies may be emailed to the director at [twiley@northlandchristian.org](mailto:twiley@northlandchristian.org). A separate copy is not required if a current one is on file with NCS.

**Weather**

In case of inclement weather (such as hurricanes, flooding, etc...) or in other crisis response situations, dismissal or delayed camp schedules will be published on the NCS webpage at [northlandchristian.org](http://northlandchristian.org). Resumption of camp will also be published in a like manner. Please note the web page access can be achieved even if electricity is off at your current location.



## **Cougar Camp Daily Schedule**

7:45-8:00 Check in Building 6 cafeteria (extended day campers only) 8:00 Check in Building 6 cafeteria (regular day campers arrive)

8:00-8:40 Rotations (ex. Playground, PE, Art, etc...) 8:40-9:20 Rotations

9:20-10:00 Rotations

10:10-10:55 Bible Time

11:00-11:30 Lunch

11:30-11:50 Clean up and prepare for local splash pad (M) or swimming (WF) or field trips (TT) (often earlier)

11:50 Board bus for Oak Creek Village to swim (or field trip) 1:15-1:45 Return and change clothes (field trips return later) 1:45-2:15 Snack and Popsicles

2:15-3:30 Board Game Time (MTT) or Movie Time (WF) 3:30 Regular camper day dismissal

3:30-5:00 Gym Time (extended plan campers) 5:00-5:30 Playdough, Bubbles, & Sidewalk

Chalk 5:30 Camp is closed

## **Signed Acknowledgement**

By signing this page, I acknowledge I have received the Cougar Camp Parent Handbook and agree to abide by camp policies, and to inform Northland Christian School's Cougar Camp that my child's immunization record is current and on file at the school attended.

744.623 What documentation is acceptable for an immunization record?

Acceptable documentation includes:

A signed statement from the child's parent informing that the child's immunization record is current and on file at the school that the child attends. This statement must be dated and include the name, address, and telephone number of the school listed. Or an official immunization record generated from a state or local health authority, such as a registry, or a record received from school officials including a record from another state, that includes the child's name and birthdate; the number of doses and vaccine type, the month, day and year the child received each vaccination; and the signature or stamp of the physician or other health-care professional who administered the vaccine.

My child's immunization record is current and on file at the school attended.

Child's name: \_\_\_\_\_

School attended: \_\_\_\_\_

Parent's printed name: \_\_\_\_\_

Parent's signature: \_\_\_\_\_