



## 2022 SUMMER CAMP POLICIES

We look forward to working with you and making sure that you have a fun, safe, exciting experience! Certain policies have been developed in order to assure your safety and well-being. The camp reserves the right, upon notification of parents/guardians to dismiss any camper during any session for improper dress, conduct, language, or attitude which, in the judgment of the administrative or counseling staff, is deemed detrimental to the other campers or smooth operation of the camp. If in the judgment of the administrative or counseling staff, your conduct violates the following rules and regulations, you may be dismissed without refund of fees and/or referred to appropriate authorities.

### GENERAL POLICIES

1. You may not possess, use, distribute, or sell alcoholic beverages, drugs, firearms, weapons (including knives), or fireworks.
2. You may not possess or use any tobacco products or e-cigarettes while in attendance at camp.
3. If you are found tampering with any fire equipment (i.e. fire extinguishers, fire alarms, smoke detectors, etc) you will be dismissed from camp immediately. Also, University officials are required by law to report the responsible individual(s) to local authorities who will fine and may prosecute them under State Statute 941.13 (which calls for a fine of up to \$500 or imprisonment of not more than one year or both).
4. You may not interfere with any security system or tamper with locks in any area of campus.
5. Lewd and offensive speech or actions that undermine camp decorum are strictly prohibited.
6. You shall not be permitted to wear clothing that contains pictures of and/or writing referring to alcoholic beverages, tobacco products, sexual references, profanity, violence, and/or illegal drugs. You will be asked to go home and change clothes if what you are wearing is inappropriate.
7. Because of the potential danger to others and University property, vandalism and pranks will not be permitted.
8. No pets of any kind are allowed at camp.
9. Guests and visitors (parents/guardians and other immediate family members) will not be allowed to enter or join camp at any time.
10. **Cell Phones:** You may bring cell phones to camp, but they must be turned off during any camp activity.
11. **Commuter Campers:** You may not leave the camp premises at any time during the camp day.
12. **Parking:** Campers who bring a vehicle to camp are required to submit their license plate number at check-in. Failure to do so will result in a parking ticket.
  - a. Do not park in 15-minute or loading zones.
13. Campers who leave their classroom during class sessions without permission will be promptly sent home.
14. **Computer Use:** Campers are not allowed to use campus computers unless they are in a supervised setting.
  - a. Computer kiosks located on campus are off-limits to campers.
15. **Commuter Campers Drop-Off/Pick-Up Policy:** Parents/Guardians are advised to drop-off/pick-up campers promptly at the start and end of each camp day. Staff members are on site 30 minutes before camp begins and 15 minutes after camp concludes.
  - a. Failure to pick up your camper on time will result in a supervisory charge of \$15 per hour.



## DISCIPLINE/BEHAVIOR POLICY

Camp staff is trained to model and enforce age-appropriate behavior guidelines and reflective communication. We encourage self-control, self-direction, responsibility and cooperation. We will do our best to provide behavioral support to any camper demonstrating a need or disrupting a camp. Open communication between guardians and camp is considered key in terms of effective discipline.

If the child's behavior is extremely disruptive and/or harmful to themselves or others, a parent may be asked to remove the child from camp for the remainder of the day. The camp reserves the right, upon notification of parents, to dismiss any camper during any session for improper conduct, language, dress or attitude which, in the judgment of the summer camp administrative and counseling staff, is detrimental to the well-being of other campers or smooth operation of the camp.

## PHOTO AND VIDEO IMAGES POLICY

Camp images help us to tell the story of our organization and our mission. They may be used for non-commercial purposes only, such as print publications, UW-Green Bay websites, e-communications, presentations, and documents about UW-Green Bay for admission, recruitment, fundraising, or institutional purposes. We appreciate your cooperation and consent in allowing us to photograph your child for use in various mediums without any personal identifiers. You have our assurance that these images will be used only for official purposes and with the respect and consideration to which you are entitled.

## CANCELLATION POLICY

Cancellations can be made up to 2 weeks prior to the start of camp. A \$25 administrative fee is charged for all cancellations, the remainder will be refunded to you. No cancellations or refunds are available with less than two weeks notice. If camper must cancel for medical reasons, including COVID-19, full refunds are provided. To cancel, please call 920-465-2775 or email [camps@uwgb.edu](mailto:camps@uwgb.edu).

In the event a camper requests to switch camp sessions, an additional \$25 processing fee will be applied.

We reserve the right to cancel any camp due to low enrollment; in such a case, all fees paid will be refunded or the camper can choose to apply fees to a different camp/class in the same year.

Overpayments of less than \$10 will not be refunded.



## COVID-19 POLICIES

### Acknowledgment of Risk

As we know, COVID-19 will be with us for the foreseeable future. No matter what procedures and protocols are put in place, there is simply no way to guarantee that COVID-19 or any other communicable disease will not enter camp. By the very nature of the personal interactions that take place in a school or camp environment, there is always a risk of your child(ren) contracting this or any other disease or infection.

We welcome you to call our office (920-465-2775) with any questions related to COVID-19. We would be happy to discuss our policies and procedures to help you determine if camp is a good fit for you and your child(ren) this summer. If 2022 isn't the right summer for your family to come to camp, we hope to see you in the future!

### 2022 Policies/Procedures

Prior to your daily arrival at camp, we ask that you do a self-assessment of your child(ren). If your child(ren) has any of the following symptoms, even if very mild, before arriving to campus each day, DO NOT come to camp that day:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

In addition, if anyone else in your household has any of the above symptoms, even if mild, we ask that you keep your child(ren) home from camp. Also, if your child(ren) has been in contact with someone who was diagnosed with COVID-19 or has been told to self-quarantine or isolate by Public Health in the 14 days prior to the first day of camp, we ask that you keep your child(ren) home from camp.

Masks are not required at this time.

**As always, some aspects of this policy and procedures may change before your camper's session start date. Should anything change, we will update this page AND alert you via email.**

### COVID-19 Symptoms During Camp/Positive Test

#### If a Participant Shows Symptoms while at a Program

The following steps will take place if a participant shows symptoms while at a youth program:

1. We will notify the parent/guardian.
2. Student will be tested for COVID-19 using the Abbott Binax NOW rapid test upon permission of the parent/guardian.
3. Participant will be isolated until they either have a negative test result or return home.



If a participant tests positive during a program for COVID-19

If a participant tests positive during a camp for COVID-19 with an Abbott Binax NOW rapid test, the following steps will take place:

1. The student will be isolated immediately.
2. We will notify parent/guardian to pick up the participant within one hour of notification.
3. We will identify and list close contacts of the participant.
4. We will communicate the possible exposure to teachers, staff, and parents, guardians or caregivers of students in the program.
5. We will communicate with campus facility managers and implement our campus disinfecting and cleaning plan.
6. We will work with campus leadership to assess transmission levels and support any contact tracing efforts requested by the Wisconsin Department of Health Services (DHS) or our local public health department.
7. We will notify close contact participants and staff to:
  - a. Quarantine for 14 days
  - b. Consult with their healthcare provider for evaluation
  - c. Wait 4-5 days before testing unless symptoms develop
8. We will communicate with teachers, staff, and parents, guardians or caregivers the importance of COVID-19 mitigation strategies (e.g., staying home when sick, washing hands, wearing masks, social distancing).
9. We will inform the participant that they can return to programming after meeting criteria for ending home isolation.

**After Your Youth Program**

Student parents & guardians are required to report to UW-Green Bay if their student shows signs or symptoms of COVID-19, or tests positive for COVID-19 within three days of leaving camp.

**Cancellation/Reimbursement Policy**

1. If student must cancel for medical reasons, including COVID-19, prior to the start of camp full refunds are provided.
2. If a student is excluded from camp at any time due to becoming infected, experiencing symptoms during the youth program or being contact traced resulting in their exclusion, a prorated refund will be given based on the program fee and hours present at the program. This will be calculated by taking the percentage of hours left of the program multiplied by the program fee to get the prorated refund amount.

*Updated 5/9/2022*