



CampWieuca

PARENT HANDBOOK
SUMMER 2024

3626 Peachtree Road NE
Atlanta, GA 30326
404-467-4252
camp@wieuca.org
www.campwieuca.org

Mission Statement

Our purpose is to provide children with an engaging and nurturing Christian environment. We strive to show our campers a Christ-like example through growing relationships and fun, meaningful experiences. We are a ministry of Church at Wieuca.

Important Information

Format: Seven, one-week sessions, from Monday, June 3 through Friday, July 26, 2024. No camp held the week of July 1 - July 5, 2024.

Hours of operation: Monday-Friday, 8:00 AM - 6:00 PM.

Enrollment capacity: 225 children, divided into groups of approximately 15 children. Camp Wieuca maintains a 1 counselor to 8 camper ratio.

Age range for campers: 6-13 years old, children completing Kindergarten through seventh grade in the 2023-2024 school year. Campers must be 6 years old by September 1, 2024.

Cost: \$285/week, plus a one-time, non refundable \$50 registration fee per child. Additional children from the same family receive a 10% sibling discount on weekly tuition.

Professional Affiliations: Camp Wieuca is accredited by the American Camp Association (ACA).

Our Facilities

Activities Center: Our gym houses a full-sized basketball court, rock climbing wall, and roller skates. The mezzanine overlook has tables and chairs for group activities and games. Our gym also includes a game room and arts & crafts room.

Playfield: Located behind the Activities Center, where campers play soccer, baseball, softball, kickball, etc. A concession stand with bathrooms is located next to the playfield.

Grassy Area/Blacktop: Located directly behind the gym, used for team sports and group games.

West Wing Classrooms: Groups use the classrooms for Bible Study, STEM activities, and rainy-day activities.

Chapel/Peachtree Room: Used for worship and large group events.

Drop-off and Pick-up

Camp Wieuca's front desk in the Activities Center/Gym on the campus of Church at Wieuca. Our entrance is on Wieuca Road. **Parents/guardians must come inside to the front desk to sign in/out.**

- Drop-off is 8:00-9:30 AM. Please ensure that your child is here by 9:30 AM so that they do not miss activities.
- Pick-up is 4:30-6:00 PM. Arriving late will result in late pick-up fees of \$5 per 5 minutes.

- Please inform head staff if your child is being dropped off or picked up by someone other than the parents/guardians. Staff can add individuals to your authorized pick up list.
- Please inform head staff of any absences, late drop offs, or late pick ups at 404-467-4252 or camp@wieuca.org.

Weekly Events

Electives: Groups will participate in different electives throughout the week. Examples of electives: art, drama, science, team sports, cooking, and roller skating.

Worship: Groups will participate in worship sessions throughout the week – building on what they learn during Bible study.

Field Trips: Different trips every week - Sky Zone, Zoo Atlanta, Georgia Aquarium, and more!

Swim Days: Campers are transported to Murphey Candler or Briarwood pool once a week.

Service Projects: Older groups will participate in weekly community service projects.

Friday Cookout: Hamburgers and hotdogs are served every Friday.

Camp Staff

Director: Joel Mills has been involved with Camp Wieuca since the summer of 1999, when he joined the staff as a counselor. Joel is also the Activities Director for Church at Wieuca, a position he has held since November 2001. He graduated from the University of South Carolina Spartanburg in 2001 with a Bachelor's in Sociology and a Minor in Recreation. He graduated from McAfee School of Theology in May 2009 with a Master of Divinity. Joel is certified by ACA as a camp director.

Assistant Director: Colleen Beall has been involved with Camp Wieuca since the summer of 2004, starting out as a junior counselor, senior counselor and now as head staff. Colleen also works with our Activities Ministry and After School program during the year. She graduated from Georgia State University in 2008 with a Bachelor's in Social Work.

Senior Counselors: Senior counselors are college/graduate school-aged young adults, with experience working with children. They go through a careful application and hiring process, background check, followed by pre-camp training. All senior counselors are certified in First Aid and CPR and have studied child protection policies. Each age group has one senior counselor.

Junior Counselors: Junior counselors are high school students between the ages of 15 and 18. They also have been through a careful application and hiring process and pre-camp training. Junior counselors work under the supervision of a senior counselor and assist with camp activities. Each age group has 1-2 junior counselors.

Volunteer Counselors: Volunteers are 14-year-olds who have shown leadership skills in a camp setting, many are former campers. They assist the younger age groups at camp and help with activities around the campus. Volunteers work under the supervision of a senior counselor and head staff.

Policies and Procedures

Payment, Registration, Waitlist:

- Registration begins Monday, February 5, 2024, at www.campwieuca.org. A \$50 registration fee per child is due at the time of registration. This fee is nonrefundable, regardless of waitlist status or if you choose to cancel your registration.
- Payments are accepted online only via credit card. The cost per week is \$285, with a 10% discount for siblings. Parents will choose a payment plan during registration, either weekly or monthly payments. Parents are responsible for keeping their payment information current.
- We encourage all families to carefully plan out their summer camp needs prior to registration. Please take into consideration: family vacations, other camps, time spent with relatives, etc., so that you only register for the weeks that your child will need.
- Summer camp sessions are weekly. Register your child by the grade they are completing in the 2023-2024 school year. Choose only the week(s) you plan to attend.
- If a certain week has met capacity and is full, choose the waitlist option during registration. You will be notified via email if space becomes available.
- Families have 24 hours to accept a spot off the waitlist before we contact the next family on the waitlist. Families must submit the \$50 registration fee per child and complete all forms for the spot to be secured.
- If tuition assistance is needed, please contact head staff at camp@wieuca.org by Monday, March 4, 2024. You will complete an application and turn in all necessary documentation. A committee will review your application and consult with camp staff to determine the appropriate tuition amount for your family.
- Camp Wieuca reserves the right to establish and enforce new payment policies with families who are inconsistent with payments.

Cancellations:

- All cancellations or changes to your child's summer schedule must be submitted via email to camp@wieuca.org.
- Session cancellations made by Wednesday, May 1, 2024 at 5:00 PM, are free of charge.
- For cancellations made after May 1, 2024, payment of 50% of the weekly tuition (\$142.50) for each week being canceled will be due at the time of cancellation.
- No charge for exchanging weeks but it will depend on availability.
- All cancellations must be submitted via email two weeks in advance to avoid being charged the full tuition amount. Families must pay the full week's tuition if they do not cancel with two weeks notice, regardless of attendance.
- The \$50 registration fee is non refundable even if you cancel all weeks.
- Head staff can make exceptions due to medical or family emergencies.

Snack:

Campers have an afternoon snack every day. We have a variety of nut-free snacks for campers to choose from, or you may bring your own. Please note any food allergies or dietary restrictions during registration. Snacks are included in your weekly tuition. While you may choose to bring your own snacks, tuition will remain the same.

Lunch:

Campers must bring a nut-free lunch from home every day except Friday. We are unable to refrigerate or microwave camper lunches. On Fridays, we provide a lunch of hamburgers, hot dogs, and chips. Turkey and veggie burgers are available with parent note. If your child does not eat these foods, please bring lunch from home.

Bible Study and Worship:

All campers will participate in Bible study and worship. Content focuses on Christian character and is explored through lessons, stories, skits, and songs. We strive to make our content kid and family friendly. Parents are welcome to review our Bible study material – ask head staff for more information.

Proper Attire:

Please send your child to camp in soft-soled, closed-toe athletic shoes. Sandals are only allowed on swim days. Camp can be messy, so play clothing is recommended. All clothing, including bathing suits should be appropriate for a camp setting. Camp Wieuca head staff may determine the appropriateness of bathing suits as well as slogans and pictures on clothing. Advertisements for alcohol or tobacco are not allowed. Younger campers should pack a change of clothes daily in case of accidents. Camp Wieuca will provide one t-shirt per camper for field trip days.

Personal Property Rules:

Campers may bring their own sports equipment (baseball gloves, bats, etc.) to camp, but they are responsible for keeping up with these items. Rollerblades and skates may be allowed at designated times and must have only been used indoors.

All trading cards, electronics, toys, and weapons of any kind are not allowed at camp and will be held at the front desk and returned to parents at the end of the day.

We do not recommend your child bring cell phones to camp. If they must bring their cell phone, it must be kept on silent and in their bag. The front desk phone is available for your child to contact you if necessary or for you to contact your child.

All property should be labeled with the camper's name. Camp Wieuca is not responsible for any lost, damaged, or stolen items.

Visitors:

Please reach out to head staff for approval at camp@wieuca.org.

Camper Release:

Campers will be released only to people listed on the pick-up authorization list. If someone other than a parent is to pick up your child, please let us know so we can add them to your list. Please communicate with head staff and provide proper documentation if a biological parent is not allowed to pick up the child.

Proper Communication Channels:

It is our goal to establish a strong bond between your family and our staff. Counselors will have communication cards to aid with parent communication. If the need arises for you to address a concern that involves a counselor, please go through a member of head staff.

It is also necessary to go through a member of head staff to address any concern you have about a camper who is not your child or if you have a dispute with another camp parent. Please do not confront campers or camp parents with a grievance. Doing so is considered grounds for immediate, nonrefundable nullification of your camp registration.

These policies exist for your own protection, so that we may ensure that disputes are witnessed, mediated, and properly documented and resolved.

Parent-Staff Relationship:

Parents are responsible for keeping Camp Wieuca informed of any changes in enrollment information including changes in contact information or health information.

Parents will receive weekly emails with important information concerning camp activities for that specific week. Please make sure camp staff has your current email address on file.

We value our camp families and look forward to building close relationships with you throughout the summer.

Medication Management:

If your child has medication that must be taken during the camp day, we must have a doctor's note with your child's name, the name of the medication, the dosage, and the time it is to be administered. Medication must be in the original packaging and should be turned in to the front desk with your child's name and the name of the medication clearly printed on the container.

We understand that some medications, such as asthma inhalers or Epi-pens, must be kept readily available to the camper. These types of medications will be given to the senior counselor while off campus. Please indicate all allergies and ongoing health issues during registration.

You may indicate whether head staff can administer over-the-counter medication to your child for minor issues such as headache, stomachache, etc. Head staff will follow the dosage instructions on the medication unless you specify otherwise.

Emergency Transportation:

In the event of a medical emergency, your child may be transported to the nearest hospital in a private vehicle, belonging to a camp staff member. In more critical emergencies, an ambulance may be called to transport your child. In this case, your child will be transported to the nearest hospital.

We will notify you immediately. If we are unable to reach you, we will notify your emergency contact person.

- From Camp Wieuca, the nearest hospital is Children's Healthcare of Atlanta at Scottish Rite. The address is 1001 Johnson Ferry Road NE, Atlanta, GA 30342-1600.

Illness/Injury Notification:

In the event of illness, we will contact you at the numbers you provide. In the event of an injury, we will provide first aid at camp. If the injury consists of anything other than minor scrapes, cuts, or bruises, we will contact you for further instruction. In a severe emergency, we will follow the above policy. For injuries that require medical treatment, we will complete an incident form for you to view and sign.

Exclusion of sick/contagious children:

Camp Wieuca complies with state law that requires children who have an oral temperature of one hundred (100) degrees or higher, along with any other possibly contagious symptoms (cough, rash, sore throat, vomiting) to be sent home. Please do not send your children to camp if you suspect he/she has any contagious illness. We will inform parents of any contagious illnesses or cases of head lice. Camp Wieuca follows all current COVID-19 protocols and guidelines.

Group Participation:

To qualify for enrollment and to remain enrolled, children in this program must be able to function in a group setting. We will try to meet the needs of each child if it does not require a change in our camp format. Camp Wieuca is not a special needs camp; our staff is not trained to work with special needs campers. If your child has special needs, please discuss with head staff whether Camp Wieuca is the right camp for your child.

Behavior Management:

Camp Wieuca counselors use redirection and age-appropriate time-outs when behavioral issues arise. If a head staff member needs to step in, we will communicate with parents detailing any behavioral issues with their child. We expect parents to communicate with their children that head staff and counselors are authority figures while present at camp. Camp Wieuca does not tolerate

bullying, harassment, or physical violence. Habitual infractions that present a danger to other campers or affect camp operation, may result in removal from this program. The criteria by which we must consider disallowing further admittance to Camp Wieuca include:

- 1) If a child habitually refuses to acknowledge the authority of camp staff
- 2) If the actions of the camper endanger other campers, staff, or significantly disrupt camp operations.
- 3) If the parents refuse to acknowledge a pattern of serious problems or refuse to partner with camp staff in behavior management.

Camp management reserves the right to make determinations regarding the seriousness of any infraction and the level of threat it presents to the camp. We reserve the right to determine whether to remove the camper after the first infraction. Please know that we make every effort to work with all campers entrusted to us.

Campus Rules:

All campers, parents, and staff at Camp Wieuca are expected to conduct themselves in an appropriate manner around children and refrain from foul language, physical violence or force, any threat thereof, inappropriate displays of affection and wearing clothing or slogans that are considered lewd or distasteful.

Please refrain from smoking while on the Wieuca campus and at all camp activities. Drinking alcohol is also prohibited on the Wieuca campus and at all camp activities. Illegal drugs are prohibited on the Wieuca campus and at all camp activities. Recreational vehicles are not allowed on Wieuca property or at any camp activities. Weapons and firearms are prohibited on the Wieuca campus and at any camp activities. Animals are not allowed on Wieuca property or at any camp activities. Service animals are always permitted.

Child Welfare:

All camp staff members are trained in child protection policies. We take these issues and policies very seriously. We are required by law to report when there is reasonable cause to believe that a child has been abused in any way, including physical abuse, emotional abuse, neglect, abandonment, and/or sexual abuse/exploitation.

Right to Amend Policies:

Camp Wieuca reserves the right to add and/or change policies for any family or camper, when necessary, due to individual circumstances and issues. This includes but is not limited to payment policies, late pick-up policies, and behavior management policies.

Swimming:

Camp Wieuca travels to Murphey Candler and Briarwood pools for swimming. The pools are fully staffed with lifeguards and our counselors and head staff members are in and around the pool to supervise. Let us know the swimming level of your child during registration. This information will be passed on to your child's counselors to ensure your child's safety at the pool. We strongly recommend that all campers have swimming experience before attending camp.

Transportation:

Campers are transported by bus for field trips and swim days. Camp Wieuca uses school buses owned by Wieuca Road Baptist Church, driven by Commercial Driver's License holders only. We also use 15 passenger vans driven by staff 21 years or older, with a clean driving record. We also use Samson Trailways for additional bus services.

Outdoor Activities:

All age groups have at least two outdoor activity periods per day, each lasting 45 minutes. Please provide a water bottle for your campers every day. We have water coolers throughout the campus. All campers will participate in outdoor activities unless we receive notice from parents. We pay close attention to heat advisories and smog alerts and will change our schedule accordingly. We also provide SPF 50 spray sunscreen and bug spray.

Other Events and Programs:

Church at Wieuca has many wonderful opportunities for children and adults, including our after school program, special events, child and adult ministry activities, and worship. The Activities Center is also a popular location for birthday parties and other events. Our rock climbing facilities and gym are available for rental.