

# WELCOME TO THE SUMMER EXPERIENCE AT PARK TUDOR

The Summer Experience at Park Tudor welcomes your family to celebrate a wonderful summer. We are very excited to welcome our returning and new students to Park Tudor. We strive to make our experience a fun, engaging, safe, and comfortable environment for all. We promise this summer will be an awesome one!

## REMINDERS

- Campers may spend a fair amount of time outside; we ask that you please apply sunscreen to your child before they arrive for camp. Please send back-up sprayable sunblock if possible. Sunscreen must be sent from home to be reapplied on a child.
- Please remember to label everything including lunch boxes, clothing, backpacks, water bottles, etc.
- If your child is unable to attend their scheduled camp for any reason, please message [summerschool@parktudor.org](mailto:summerschool@parktudor.org). Please include your child's full name and enrolled camp. Refunds for missed days of camp will be handled case by case.
- **Please make sure all family caregivers are familiarized with your HOUSEHOLD PIN NUMBER. This will allow for a quick and safe carpool drop-off/pick-up.**
- **Prior to the start of camp, please log in to <https://ptsummer.campbrainregistration.com/> to view your child's schedule. Please make sure your child is aware of what camp(s) they are attending.**
- Park Tudor's campus is a nut-controlled environment. ***Please DO NOT send any food items containing peanut or tree-nut products.***

## SIGN IN & SIGN OUT

Prior to the start of camp, all registered households should receive an email from ProCare Solutions, child management services. ProCare Solutions allows camp staff to monitor which students have checked in and out of camps/courses. ProCare Solutions will provide a 4-digit PIN number to electrically sign in and out of carpool. **PLEASE FAMILIARIZE YOURSELF WITH THE PIN NUMBER PROVIDED** to ensure a quick and safe arrival/exit of the Park Tudor campus. Our staff will greet you at your car window to ask for your household PIN. *Please remain in your vehicle.*

If you are carpooling with friends or neighbors, the driver will be responsible for providing each family's PIN number. Please share your household/family PIN with anyone who will be responsible for dropping off/picking up your child.

If you are a returning Summer Experience household, your child's PIN number will be the same as years prior. Please contact [summerschool@parktudor.org](mailto:summerschool@parktudor.org) for questions or concerns.

## DROP OFF & PICK UP PROCEDURE

The Summer Experience at Park Tudor will take place on the campus of 7200 North College Ave. For both carpool pick-up and drop-off, parents should enter at the light on College Ave. This year, all

students (excluding Cub campers and 9<sup>th</sup>-12<sup>th</sup> graders) will report to the Irsay Family Sports Center for Health and Wellness. We kindly ask parents to please remain in their vehicles. This will allow for a quick and safe carpool exit. Staff will escort campers to the lobby of the Wellness Center for morning check-in.

Cub camp(ages 3-4) & soccer shots will drop off and pick-up at the Hilbert Center Circle. Indicated on the campus map by a purple star.

Afternoon pick-up will take place at the same location as drop-off. Parents should remain in their vehicles following the instructions of summer staff. During pick-up, students will be lined up outside of the Lower School and will be called once their ride has arrived.

### **DROP OFF/ PICK UP TIMES**

Morning/ All Day Drop-off: 8:30am-9:00am

Morning Pick-up: 11:45am-12:15pm

Afternoon Drop-off: 12:30pm-1:00pm

Afternoon/All Day Pick-up: 3:45pm-4:15pm

***Please do not drop off your child prior to the designated drop-off times. The building doors will be locked, and camp staff will not be available. It is essential that you arrive on time daily to pick up your child.***

### **PICK UP EARLY / ARRIVE LATE**

If your child needs to be picked up prior to the designated pick-up time, please call the Park Tudor Lower School Office at 317-415-2701. Please provide your child's name and the camp your child is currently enrolled in. Please pick up your child at the front doors of the Lower School—near the flagpole. All children being picked up early must sign out with a camp administrator.

If you are running late for carpool drop-off, please have your child enter at the entrance of the Lower School—near the flagpole. Please call the front desk at 317-415-2701. Please remain with your child until a camp administrator has arrived.

### **BEFORE CARE**

Students who are enrolled in our early morning care are to be dropped off at the entrance of the Park Tudor Lower School. Parents should enter at the light on 7200 N College Ave and proceed up the hill to the flagpole. Students are to head under the Lower School awning located on the left side of the building. Please note, that students will not be allowed into the building until 7:45 am. Before Care is only available to those students who are currently enrolled in the program. Before Care will take place in the Lower School Library. At 8:45 am, all before-care campers will be escorted to the Wellness Center for check-in.

### **NURSE**

The Summer Experience nurse can be contacted at [nurse@parktudor.org](mailto:nurse@parktudor.org). During our carpool drop-off, our nurse will be available on Mondays at the nurse's tent. We ask that parents please park their vehicles to drop off Epi-Pens and inhalers at the nurse tent. Students must collect Epi-Pens and inhalers upon their exit on Friday afternoon. The Summer Experience staff cannot store any medical items over

the weekend. Any student who does not feel well for any reason will be sent home. Lastly, the Summer Experience staff cannot give out any medication including Tylenol, cough drops, Advil, etc.

Do not send your child to the Summer Experience if they are sick. No full-time nurse is present, and no medications can be given during camp hours.

If your child has a fever (temperature 100 degrees F or greater) or symptoms of vomiting, diarrhea, sore throat, or cough, they should stay home until fever free (without the use of fever-reducing medications) for 24 hours and other symptoms have improved or resolved. Parents are expected to pick up their child within 30 minutes if they become ill during their session.

If your child tests positive for Covid-19 during the Summer Experience or 10 days or less prior to their session, please notify [nurse@parktudor.org](mailto:nurse@parktudor.org). Positive individuals must isolate for 5 days from the date symptoms began or from the date of their positive test, whichever came first. They may return on day 6 if they have been fever-free (without the use of fever-reducing medications) for 24 hours and other symptoms have improved or resolved. A mask should be worn through day 10. No testing is required to return.

If your child has a prescribed EpiPen, they must bring that with them along with the Allergy/Anaphylaxis care plan on the first day of camp. If your child has an asthma inhaler, they must bring that with them each day.

If you have any questions or concerns, please contact the nurse at [nurse@parktudor.org](mailto:nurse@parktudor.org)

### **WRISTBANDS**

As an added safety measure, the Summer Experience staff will provide plastic-colored wristbands for all weekly campers. **PLEASE DO NOT REMOVE YOUR CHILD'S WRISTBAND UNTIL THE CLOSE OF CAMP ON FRIDAY.** Each camper will receive a color band at the start of camp on Monday. Those with Epi-Pens and inhalers will receive red medical bands indicating their age, name, and parent contact. All campers will receive a color band based on their camp schedule.

BLUE- All-day Camper at 9:00am-4:00pm  
GREEN- Afternoon Camper at 1:00pm-4:00pm  
YELLOW- Morning Camper at 9:00am-12:00pm  
PURPLE- Cubs Ages 3-4 at 9:00am-12:00pm

### **WHAT TO BRING?**

Questions regarding what your child needs to bring to camp, and what daily activities they will be participating in will be outlined in the instructor's welcome letter. Camps will be held at various locations on the Park Tudor campus including the Fine Arts building, Lower School, Athletic fields, and Irsay Family Sports Center for Health and Wellness.

### **SNACK & LUNCH**

All camps will provide a short 15-20-minute break for campers to enjoy a nut-free snack. All campers are encouraged to bring a water bottle and snack from home Monday-Friday. **SNACKS WILL NOT BE PROVIDED BY SUMMER EXPERIENCE STAFF.**

Students staying all day (9:00 am-4:00 pm) will have a supervised lunch hour. These students include those who are either attending one full-day camp or those who are taking morning and afternoon sessions. Lunch will be held daily from 12:00 pm-1:00 pm. **PLEASE SEND A SACK LUNCH FROM HOME**

**THAT IS NUT-FREE.** Sun butter is an acceptable substitute for peanut butter. Campers will not have access to refrigeration.

### **FRIDAY COOKOUT**

Every Friday, Summer Experience will provide a cookout for our all-day (9:00 am-4:00 pm) campers and staff. Vegetarian options, as well as the classics, will be served. Students can choose to bring a lunch from home if they choose to do so.

### **PINS**

For Summer 2022, we will continue the Park Tudor camp tradition of collector pins. Students will receive a free custom-made 2022 collector pin each week of camp. Pins will be given out along with camp on Wednesday or Thursday. Hidden in each pin is the Park Tudor Panther logo.

### **WAITLISTS & ENROLLMENT**

At this time, all camp waitlists have been closed. If you have not received further communication your child has not been added to a new camp offering. You can view your child's schedule at <https://ptsummer.campbrainregistration.com/>. Any edits to your child's schedule including new camp enrollment will close the Thursday before the start of camp at 10:00 am. Late additions will not be accepted.

### **CANCELLATION POLICY**

To be considered for a refund, please contact [summerschool@parktudor.org](mailto:summerschool@parktudor.org) with details regarding your cancellation. Please include your child's full name and the week of camp you would like to cancel. Please note all deposits are non-fundable. Camp deposits range from \$50-\$150 depending on the camp offering. The full camp registration fee (minus the deposit) will be returned with 4 weeks' notice, 50% within 3-2 weeks. Anything following the 2-week mark will not be subject to a refund.