



*Kingsway Regional School District  
Community Education and Recreation Program (CER)*

*Dragons Summer Camp*

*Parent Handbook*

# Kingsway CER Dragons Summer Camp 2024

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## ABOUT DRAGONS SUMMER CAMP

Kingsway's CER Camp promotes fun, recreational, and educational activities in an air-conditioned, safe learning environment. The mission of the camp is to enrich children with artistic and scientific experiences, promote healthy choices, and introduce sports in a cooperative learning environment. Our goal is to host children ages 6-12 years and provide them with a nurturing, friendly environment where they can grow and make new friends.

Kingsway Dragons Summer Camp offers seven themed weeks of structured, educational and recreational activities. Daily activities include arts and crafts, science, technology, fitness, nutrition, new electives, cooperative games, large and small group instruction, and much more! There will also be fun, weekly day trips and exciting surprises each and every week!

**Please note:** This summer camp program **does not qualify** as an extended school year program designed to meet the needs described in an Individualized Education plan for classified students.

**Registration materials for summer 2024 are available now!** For information regarding this camp, please email: [cer@krsd.org](mailto:cer@krsd.org) or visit the CER page on the Kingsway website at <http://krsd.org/cer/summercamp>.

**Mailing Address:** Kingsway Regional School District  
Community Education and Recreation Program  
213 Kings Highway  
Woolwich Twp., NJ 08085-5041

## **BOARD OF EDUCATION**

Jennifer Cavallaro-Fromm, *President*  
Lauren Boerlin, *Vice President*  
Michelle Blair, Woolwich Twp.  
Christopher Fay, East Greenwich Twp.  
Nicholas Rosato, South Harrison Twp.  
Christie Comerford, Woolwich Twp.  
Marilyn O'Rourke-Young, Woolwich Twp.  
Patrick Daley, Woolwich Twp.  
Kelly Bonapfel, Woolwich Twp.  
Kristen Lombardo, LoganTwp.

## **ADMINISTRATION**

Dr. James J. Lavender, Superintendent  
Patricia Calandro, Assistant Superintendent  
Jason Schimpf, Business Administrator/Board Secretary  
Emily Virga, Chief Academic Officer  
Brian Tonelli, CER Supervisor

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## **WELCOME TO KINGSWAY CER ANNUAL DRAGONS SUMMER CAMP**

We would like to extend a warm welcome to you and your children! We are proud to welcome you to Dragons Summer Camp. Please review the information in this handbook and let us know if you have any questions.

### **IMPORTANT CONTACT INFORMATION:**

Camp Directors: Nicholas Fiocco and Tracy Fagan

Email: cer@krsd.org/cer@krsd.us

Location: Kingsway Regional Middle School

Phone:(856) 467-3300 ext. 4250

### **MEET THE 2024 CAMP DIRECTORS**

Nick Fiocco is an art teacher at Kingsway Regional High School where he is an adviser to the art and photography club as well as stage crew director. He has many years of summer camp experience to share with the Dragons Summer Camp. Nick received his Bachelor's degree in education from Rowan University. He and his family reside in Clarksboro.

Tracy Fagan brings years of sports camp experience to the Dragons Summer Camp. She is currently employed at Kingsway Regional High School, is on staff with the girls' basketball program, and is the current president of the Swedesboro/Woolwich Basketball League, a position she has held in the community for many years. Tracy is a four-time Hall of Famer for the sport of basketball and holds an MBA from Mount Saint Mary's College. She and her five children reside in Swedesboro.

## **THE DRAGONS CAMP EXPERIENCE**

### **AGE GROUPS: DRAGONS I (6-7), DRAGONS II (8-9), DRAGONS III (10-12)**

At our camp, children will be grouped with others of a similar age to enhance their learning experience. There is a rotating daily schedule for all age groups so that EVERY age group will participate in EVERY activity, EVERY day.

### **COUNSELORS**

We are extremely fortunate to staff our camp with qualified, CPR-certified college students, high school students, and teachers from within the Kingsway Regional School District.

### **THEMES**

Each camp week has been assigned a specific theme. All activities, including the weekly field trip, physical education, and the science experiments will incorporate the theme to engage the children and promote creativity.

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## 2024 CAMP CALENDAR & DAILY HIGHLIGHTS

### DRAGONS SUMMER CAMP 2024

#### June 2024

	MON	TUES	WED	THURS	FRI
<b>Week 1</b>	24 <b>WELCOME</b> Group Icebreakers	25 WEAR YOUR GROUP COLOR DAY	26 Wacky Wednesday!	27 Let's go to the movies! CINEMA CINEMA <b>FIELD TRIP</b> <i>*SUBJECT TO CHANGE</i>	28 Summer Dance Party

#### July 2024

	MON	TUES	WED	THURS	FRI
<b>Week 2</b>	1 <b>KICKBALL TOURNAMENT</b>	2 Red, White, & Blue Day	3 <b>DAVE &amp; BUSTER'S</b> FIELD TRIP	4 <b>CAMP CLOSED FOR 4TH OF JULY</b>	5 Visit from Mr. Softee
<b>Week 3</b>	8 <b>KARAOKE</b>	9 Rootbeer Floats!	10 Wacky Wednesday!	11 <b>The Funplex</b> FIELD TRIP	12 <b>DRAGON CAMP'S GOT TALENT</b>
<b>Week 4</b>	15 Visit from Mr. Softee	16 <b>CAMP KAHOOT!</b>	17 Wacky Wednesday!	18 <b>UrbanAir</b> ADVENTURE PARK FIELD TRIP	19 <b>GRITTY'S GROUP PARADE!</b>
<b>Week 5</b>	22 <b>FOOTBALL TOSS</b>	23 <b>KNOCKOUT FREE THROW CONTEST</b>	24 Wacky Wednesday!	25 <b>WELLS FARGO CENTER</b> FIELD TRIP <i>*SUBJECT TO CHANGE</i>	26 <b>HOMERUN DERBY</b>

#### August 2024

	MON	TUES	WED	THURS	FRI
<b>Week 6</b>	29 <b>TRASH TO TREASURE</b>	30 <b>GAGA TOURNAMENT</b>	31 Wacky Wednesday!	1 <b>THE OASIS</b> FIELD TRIP	2 <b>OBSTACLE COURSE CHALLENGE</b>
<b>Week 7</b>	5 <b>CAMP FIELD DAY</b> & A VISIT FROM KONA ICE!	6 <b>FOOD CHALLENGE</b>	7 Wacky Wednesday!	8 <b>HOT WHEELZ</b> FIELD TRIP	9 <b>CAMP GOODBYE!</b> & A VISIT FROM MR. SOFTEE!

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## CAMP INFORMATION

### CAMP HOURS:

The camp runs Monday-Friday from 8:30 am to 4:30 pm. Before and after care is available for an additional charge of \$8 per session. Before care is from 7:00 am to 8:30 am, and after care is available from 4:30pm to 6:00 pm. Please be prompt when picking up and dropping off. For late pick-up fees and procedures, please see page 8.

### WHAT TO BRING:

Each camper should come comfortably dressed and prepared for a fun-filled day of activities. Campers will need to bring sneakers and a lunch each day. The camp has scheduled two daily snack breaks, so please bring two snacks. We suggest you send in an additional snack if you feel it is necessary, particularly if your child is in camp after care.

**We are a peanut-free camp, therefore, please do not bring any lunches or snacks containing peanuts.**

### DROP-OFF AND PICK-UP PROCEDURES:

#### Drop-Off

- EARLY drop-off (7:00 am-8:25 am):
  - Campers that have paid for before care may be dropped off at the Main Entrance of the Middle School (marked A).
- Drop-off (8:30am-9:00 am):
  - Please use the enclosed map describing the drop-off zone at the back of the Middle School.
  - Campers should remain in the vehicle until the car is parked in the drop-off zone (marked B) between the two cones.
  - Please ask your child to undo their seatbelt, and a counselor will open the door of the vehicle allowing the child to exit independently.
  - Parents should remain in the vehicle.
  - Parents that need to enter the building should park in the parking lot in the front of the school building and enter through the main entrance.
- ***Please do not pull in front of a car that is in front of you.*** To ensure the safety of all our campers and staff, it is important that all cars must exit the zone one after the other.
- **If you arrive to camp after 9 am,** please park and use the Main Entrance of the Middle School (A).

#### Pick-Up

- Pick-up (4:15 pm-4:30 pm):
  - On the first day of camp, each family will be given 2 visor signs with the camper's last name on it. This visor sign should be displayed on the passenger side window of the vehicle to indicate the name of the camper being picked up and that the adult driving the vehicle is authorized to pick up the camper.

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- Please note anyone without the visor sign must park in the front entrance parking lot and enter the building through the front entrance. These adults should be prepared to show ID and verify they are on the authorized pick-up list for the camper.
- At the front entrance labeled “A,” counselors will identify which students are being picked using the visor nameplate. As you approach the front of the school, please slow or stop your vehicle so the counselor can verify the camper to be brought to pick-up area (B), which is the same as the drop-off area (B).
- Please proceed to the pick-up zone (B) between the two cones when waved forward.
- A counselor will accompany the camper(s) to the vehicle, and parents will be asked to sign the camper out. When all campers have entered the car independently and have been signed out, the vehicle may exit the pick-up zone.
- ***Please do not pull in front of a car that is in front of you.*** To ensure the safety of all our campers and staff, it is important that all cars must exit the zone one after the other.
- **If you are picking up your child before 4 pm, please use the Main Entrance of the Middle School (A).**
- LATE pick-up (4:30pm-6 pm):
  - Park in the main entrance and enter the Middle School through the Main Entrance (marked A).

## **EARLY DISMISSAL:**

If for any reason your child needs to leave camp before 4:00 pm, please provide a written note with your camper. The child/children will only be released to the person listed on your pick-up authorization list. Please make sure they come to pick up with the proper identification. You may add/delete names to your authorization list at any time. **If you are picking up your child before 4 pm, please use the Main Entrance of the Middle School (A).**

## **LOST AND FOUND:**

Please mark all your children’s items with their name. Kingsway CER Dragons Summer Camp is not responsible for any lost items during camp. We will have an onsite Lost and Found.

## **PAYMENT INFORMATION**

### **CAMP PAYMENTS:**

The camp offers 3, 4 or 5-day enrollment options.

5 days - \$260 week per child

4 days - \$240 week per child (schedule is subject to available openings)

3 days - \$210 week per child (schedule is subject to available openings)

2 days (Monday & Friday ONLY) - \$150



**Registration fee:** A nonrefundable deposit will be charged at the time of registration. This balance will be deducted from the total amount due.

**Payment Schedule:** Payments for the camp must be made in full prior to the start of camp on June 24<sup>th</sup>.

Pay on line at [www.krsd.org/cer/summercamp](http://www.krsd.org/cer/summercamp)

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**Add-on Registration Weeks:** If you wish to enroll your child in additional weeks, they will be granted if space is available.

- Example: If your child is signed up for the first 3 weeks and you wish to add an additional week or two after the start of summer camp, late enrollment will be granted if space is open, pending review from camp directors.

**Add-on Registration Days:** If a camper is enrolled for a partial week during the summer and an additional day is needed after the start of camp, permission will be given based on space available. This excludes field trip days (Thursdays). The rate charged for an extra day will be calculated based on the difference in the day rates. For example, if a camper has paid for 3 days and is requesting 4 days, the rate will be calculated by subtracting the rate for 3 days from the rate for 4 days to determine the fee payment.

## **BEFORE & AFTER CARE:**

Before and after care is offered to campers. The cost is \$8 for each 1.5-hour session. Before care runs from 7:00 am to 8:30 am. No camper will be admitted into the building before 7:00 am. After care runs from 4:30 pm to 6:00 pm. There is a \$5 fee for every 15 minutes late your child is picked up after 6:00 pm. Please note that the \$5 fee is PER CHILD. Please notify the staff and fill out a calendar the week prior stating which days before and after care will be necessary. Please note that payment for before and after care can be made through the online registration system.

## **EMERGENCY LATE PICK-UP**

Please contact the camp office in case of an unavoidable late pick-up or emergency. Campers picked up after 4:30 pm will automatically be enrolled in the aftercare program and your account will be charged \$8. **There is a \$5 fee for every 15 minutes late your child is picked up after 6:00 pm.**

## **REQUEST FOR RECEIPT:**

The campsite network allows you to download a financial statement for payments made for your child/children.

**Kingsway's tax ID number is 210733749 if needed for your records.**

Please contact the Anne Byrne at [Byrnea@krsd.us](mailto:Byrnea@krsd.us) if you have questions regarding your statement.

## **CAMP CANCELLATION AND REFUND POLICY:**

The following criteria will be used to determine the amount of money that will be returned to you if a cancellation is requested.

- Only the non-refundable deposit per child is retained for cancellation requests made two weeks or more prior to the enrolled camp session.
- Refunds will NOT be given to any cancellation request made fourteen days or less before the camp session begins.
- The processing fee included in the online registration is non-refundable.



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## **OTHER REFUNDS:**

- **Absences:** If your child is absent, please call (856) 467-3300 ext. 4250. Refunds are not available for short-term illness, special events, vacation periods, or other personal commitments.
- **Extended Illness:** An extended illness of 3 or more consecutive days is eligible for a possible refund. A doctor's note and signed note from the parent/guardian must be received within 5 working days of the absence for consideration.
- **Dismissal from Camp:** We reserve the right to dismiss a child if we feel we do not have the adequate expertise or resources for the child's educational, medical, behavioral or emotional needs. Dismissal for the aforementioned reasons will result in a complete refund for unused days.
- Dismissal may be necessary for disciplinary reasons. This action will only take effect after proper documentation and consultation has occurred with the parent/guardian, camper, and Camp Directors.

## **REGISTRATION FORMS:**

The following forms will be completed as part of the campsite online registration. Your child/children will not be permitted to participate without completion of ALL of the proper paperwork. All registration forms will be completed at the same time that you register online. You will accept electronically all of the waivers below.

## **SUMMER CAMP REGISTRATION:**

Please complete the online registration forms for each child enrolled in the summer camp. Ensure that you are completing the form in its entirety as the information contained is necessary for your child's registration. Please specify how many days your child will be enrolled per week.

- **EMERGENCY MEDICAL FORM & WAIVER:**

I certify that my child's medical records are complete and that my child is fully immunized and physically and mentally able to participate in all physical activities of the program. I certify that my child is covered by a health insurance policy. I understand that in case of an accident, I will first submit the claim to my insurance carrier. I agree to be responsible for any hospitalization or other required treatment.

- **CAMPER CODE OF CONDUCT AGREEMENT:**

All incidences of disciplinary issues will be documented and reported to camp administration. Minor incidences will result in a discussion with the camper and/or a timeout in the Director's office with a phone call home if deemed necessary.

- **DISCIPLINARY POLICY:**

On the rare occasion of a serious infraction, immediate suspension may occur. If this happens, parents will be contacted immediately, and a meeting with Camp Administration will occur.

- **AUTHORIZATION FOR PICK-UP AND DROP-OFF:**

A written authorization/permission from the legal parent/guardian authorizing all persons listed on the pick-up form must be on file for the safety of the child/children. You may add or delete names at any time during the duration of the camp. Included in this form, are permissions for the registered campers

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who will be taking field trips every Thursday during camp. Permission is required in order to attend each trip. Lunch will NOT be provided on these field trips unless otherwise noted.

- **REQUIRED AGREEMENT AND DISCLAIMER FORM**

Please read all information on the disclaimer form before signing. The signed form will serve as your authorization for the information contained within.

## **LUNCH AND SNACK**

All campers must bring their own lunch and snacks. If a camper forgets their lunch, the staff will reach out to the parent/guardian. If no one can be reached, we will provide a lunch for the camper for a fee of \$5.

There will be two daily snack breaks for the children. Please send a juice/water and light snacks. If your child is staying for the camp after care, we encourage you to send in an additional snack.

**Peanut-Free Camp: We are proud to be a peanut-free camp, so please do not send your child with any peanuts or peanut products with their lunches or snacks. We thank you as we attempt to ensure the safety of all campers.**

## **CAMPER DRESS CODE**

Campers should wear comfortable clothing such as shorts, sneakers, and T-shirts. Please note our facility is fully air-conditioned. **No open toe shoes are permitted.**

## **CAMP T-SHIRTS:**

On the first day of camp, the children will be given a camp T-shirt. The T-shirt can be worn at any time and is not required for daily participation. **Campers are required to wear the camp T-shirt on field trip days.**

## **SUNSCREEN:**

We have the ability to utilize the outdoor facilities during camp. We recommend that you apply waterproof sunscreen on your child before camp. The camp does not supply sunscreen. If you send sunscreen with your child, please mark the bottle clearly with his/her name. The counselors will assist the children as necessary.

## **TRIP TIMES:**

On Thursdays, we will take a fantastic trip to a new and exciting place. We will leave the building around 9:00 am and return around 2:00 pm. Times are subject to change and may vary from trip to trip. Please note that if you need to pick up your child earlier than 2:00 pm on a Thursday, you may have to wait until we return to the school or make prior arrangements for special pick-up. **(Typically, field trips are scheduled for Thursdays. However, during 4<sup>th</sup> of July week, the field trip will be on a Wednesday due to the holiday.)**

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## SAMPLE DAILY SCHEDULE

Time	Dragons 1	Dragons 2	Dragons 3
8:30 - 8:45	Arrival/Attendance	Arrival/Attendance	Arrival/Attendance
8:50 - 9:20	Art	STEM	5th Class
9:25 - 9:55	Science	Craft/Game Room	Technology
9:55-10:05	Snack	Snack	Snack
10:10 - 10:40	PE	A21 Technology	Counselor Activity
10:45 - 11:15	5th Class	Art	STEM
11:20 - 11:50	Lunch	Lunch	Craft/Game Room
11:55 - 12:25	Technology	Science	Lunch
12:30 - 1:00	Activity of the Day	PE	A21 Technology
1:05 - 1:35	Counselor Activity	Activity of the Day	Art
1:40 - 2:10	STEM	5th Class	Activity of the Day
2:10 - 2:20	Snack	Snack	Snack
2:25 - 2:55	Craft/Game Room	Technology	Science
3:00 - 3:30	A21 Technology	Counselor Activity	PE
3:35 - 4:10	Media Center CPUs	A21/B21/Game Room	Old Gym/New Gym
4:15-4:30	Pick Up	Pick Up	Pick Up

### CAMPER DROP-OFF AND PICK-UP INFORMATION

**DROP-OFF TIME:** Drop off begins at 8:30 am and ends at 9:00 am sharp. **Doors will not open until 8:30.** Anyone dropped off after 9 am must go through the main entrance.

**PICK-UP TIME:** Pick-up begins at 4:15 pm and ends promptly at 4:30 pm.

### IMPORTANT NOTES REGARDING TRANSPORTATION:

- Every person picking up must be on the child's authorization list and sign out the child/children they are picking up. Please be sure to bring the proper I.D.
- Carpooling: If you anticipate carpooling, please be sure all drivers are on your authorization list and have proper I.D.
- Lateness/Early Dismissal: If your camper is arriving late or has to leave early, a written note or phone call is required. Please indicate who is picking up and be sure they have proper I.D. and are on your authorization list.

***We are looking forward to an amazing experience with your children this summer!!!***

