

**Saint Mary's College
Summer Camps**

**Athletic Camps
2012**

Overnight and Day Camp

**Parent
Information
Handbook**

Overnight Camp Information

BEFORE ARRIVING

Enrollment Information

Required Forms and Balance of Tuition

All forms and balance of tuition are due no later than Friday, June 1, 2012. Campers will not be permitted to attend any activity unless the following are on file by June 1, 2012:

- Health Form
- Consent Form
- Over-the-Counter Medication Permission Slip
- Release Form

Please Mail Forms & Payment to:

Saint Mary's Summer Camps
Athletic Camps
Office of Special Events
Saint Mary's College
Notre Dame, IN 46556-5001

Insurance

Saint Mary's College assumes no responsibility for accidents or illnesses. Camp tuition fees include a maximum coverage of \$5,000 for medical expenses and a maximum coverage of \$5,000 for accidental death and dismemberment. Only injuries sustained during scheduled and supervised activities are covered. The contracting of a disease is not considered an injury and is not covered. All claims for insurance must be made by a parent/guardian of a camper in writing within 10 days after a camper leaves campus. Claims after this time period will be automatically rejected.

What to Bring

Personal Equipment

Campers are asked to bring the appropriate athletic equipment (tennis racquet, volleyball knee pads, soccer shin guards, etc.). Campers in soccer or softball should also bring a pair of cleats in addition to athletic shoes.

Clothing

Shorts, shoes, shirts

White socks

Jacket or sweater

One good pair of athletic shoes

Sweat shirts, sweat pants

Jeans

Robe

Slippers

Note: Black-soled shoes are allowed if they are scuff-free.

No jeans or jean shorts may be worn during participation in athletic activities.

Reminder:

Please mark all items with the camper's name.

*Please remember this is the age when many young women begin their menstrual cycle. We suggest you prepare your camper for this possibility and send supplies just in case.

Expense Money

The Athletic Department will have a camp store open during check-in and check-out times to sell Saint Mary's College athletic attire. A trip to the bookstore at the University of Notre Dame is also scheduled during the week. Campers will have the opportunity to place orders for pizza in the evening. All campers are responsible for their own money.

What to Leave at Home

Cell phones

Two-way radios

iPods or MP3 players

Palm pilots

Game boys or handheld video games

Televisions

Linen

Bed linens

Pillow

Light blanket

Towels

Miscellaneous

*Toiletries

Padlock for lockers

Umbrella

Fan

Bug spray

Laundry bag

Sunscreen

Watch or alarm clock

Camera

Water bottle

Refrigerators

Boom box

Stereos

Candles

Incense

Matches or lighters

ARRIVAL AND DEPARTURE

Sunday Registration

July 8, July 15

2 p.m.-4 p.m.

Registration for Athletic Camps will be held in O’Laughlin Auditorium. No parents, guardians, or campers will be admitted to the residence hall prior to completing registration. The first activity for both overnight and day campers is a mandatory orientation session which begins promptly at 4 p.m.

Thursday Checkout

July 12, July 19

3:30-5 p.m.

At the conclusion of the awards ceremony, campers will be dismissed to their parents. Campers requiring an early check-out must notify the Summer Camps Office at (574) 284-4778 at least 24 hours in advance.

All campers must check-out by 5 p.m. Thursday. For security reasons, we cannot permit campers to remain in the residence hall beyond 5 p.m.

Residence halls will be closed from 5 p.m. Thursday until 12 p.m. Sunday.

Reminders:

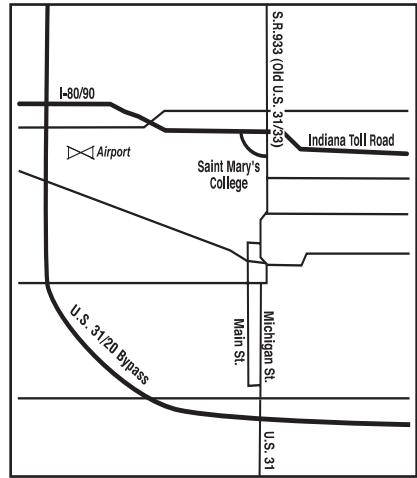
- The Dining Hall will be closed after lunch on Thursday.
- Please remember that Indiana is on Eastern Daylight Time (one hour ahead of Chicago).

Transportation to Saint Mary’s Campus

Families are responsible for arranging their own transportation to and from camp. Our staff is able to pick up campers at the South Bend Regional Airport or the Amtrak train station if we are notified by June 1, 2012. If a camper wishes to use this service, a travel itinerary including arrival times, flight numbers, etc., must be provided by June 1, 2011. An additional fee of \$30.00 (includes arrival and departure) is charged for this service.

Directions to Saint Mary's College

The campus is located just north of downtown South Bend and just to the west of the University of Notre Dame on S.R. 933. From the Indiana Toll Road (I 80/90), take exit 77 and turn right at the stop light. Go south one block and turn right (west) at the next stop light (The Inn at Saint Mary's is on the corner). Turn right (north) at the first stop sign and follow the signs to Athletic Camps Registration.



CAMP RULES AND POLICIES

Camp Rules

Saint Mary's College has been offering summer camps for over 30 years. Each year the College strives to provide a positive and enriching experience for campers. Directors, staff members, instructors, and counselors adhere to a strict set of behavioral standards. Campers are expected to conduct themselves in a similar fashion and show respect toward the College and the College mission.

Campers are expected to:

- Respect other campers' personal property
- Respect College property
- Keep rooms clean and orderly
- Campers are not permitted to leave their groups or the Saint Mary's campus without staff supervision

Consequences

- Campers will receive a verbal reprimand or warning from the Camp Director for minor infractions.
- Serious infractions (e.g., smoking, fighting, use of abusive language, etc.) will result in a verbal warning and parents/guardians will be notified by the Camp Director.

- Grounds for immediate dismissal include use of alcohol or drugs, activating fire alarms, theft, vandalism, or use of any item that endangers an individual or College property.

Camp Policies

Visiting

Saint Mary's Athletic Camps obey a "No Visiting" policy except in the event of an emergency. In the event the camper must be taken off campus, the Camp Director must be notified as soon as possible. All campers must have approval from a staff member before leaving the campus. Only those named on the Release Form will be permitted to pick up a camper. A Release Form is required for each camper. For security reasons, parents/guardians are only allowed on the floors in the residence hall during check-in and check-out times.

Phone Policy

The Athletic Camp has a no phone policy for all campers. **Cell phones are not permitted at camp.** If cell phones are found, they will be confiscated until the end of the week.

Because this may be the first time away from home, some campers may experience separation anxiety. The staff, counselors, and instructors are dedicated to making this period of adjustment as comfortable as possible for everyone involved. This policy has been established for the welfare of the entire camp program. Our goal is to have the camper emerge from this week with a sense of accomplishment and pride. It has been our experience that this process is best accomplished with no phone contact from home.

Emergency messages will be taken at the Summer Camp Office (574) 284-4778 from 8 a.m.-5 p.m. After 5 p.m., emergency messages will be taken at the McCandless Hall Front Desk (574) 284-5400. Telephone messages will be returned by the Director/Assistant Director.

Reminder: Please remember that Indiana is on Eastern Daylight Time (one hour ahead of Chicago).

HELPFUL CAMP INFORMATION

Mail

Please address camp mail to:

Athletic Camps
(Camper's Name)
Saint Mary's College
McCandless Hall
Notre Dame, IN 46556-5001

Note: Sending stamps and stationery with your daughter is always helpful.

Photos

Camper/team group photos will be available for purchase prior to camp or at registration. Each photo is \$10.00 and an order form is included in the parent packet. Please include a separate check if ordering a camper/team photo.

Housing

Campers are housed in McCandless Hall. McCandless is not an air-conditioned facility. Campers are encouraged to bring their own fans. Laundry facilities are available on the first floor of McCandless Hall. (Wash: \$1.25 per load; Dry: \$1.00 per load)

Reminder: At check-out, each room will be inspected for damages. If damages are found, parents/guardians will be invoiced for the repairs and/or replacement items.

Lost Room Keys

Replacement cost for a lost key is \$15.00. Once a replacement key is issued, the parent/guardian will be invoiced.

Medical Services

A camp nurse is available during the week of Athletic Camp. All perscriptions and over-the-counter medicines (including vitamins, antacids, pain relievers, etc.) must be administered by a nurse. If a camper experiences an illness or injury, a nurse will contact the parent or guardian.

Reminders:

- Health Services will be available during registration and check-out to collect/return medications and answer questions. Any medications left at the end of the week will be discarded.
- Please make sure to fill out all required enrollment paperwork. Campers will not be permitted to attend any activity unless a completed Health Form, Consent Form and Over-the-Counter Medication Permission Slip are on file by June 1, 2012.

Food Allergies

Sodexo is the designated food provider at Saint Mary's College and is responsible for creating menus that serve a variety of groups visiting our campus each summer including Athletics Camp. Since food allergies can create health concerns, please review all dietary issues with your daughter before camp registration. Please remember to list any allergy, especially food allergies, on the Health Form.

CAMP ACTIVITIES

Typical Daily Schedule

7:30 a.m.	Breakfast
8:50 a.m.	Morning announcements
9:00 a.m.	Practice & instruction
11:45 a.m.	Lunch
1:00 p.m.	Practice & instruction
3:30 p.m.	Supervised recreation*
4:45 p.m.	Dinner
6:15 p.m.	Practice & instruction
8:00 p.m.	Organized group activity
10:30 p.m.	Lights out

*During supervised recreation, campers may go to their sport and receive one-on-one coaching or go to a supervised open gym. They may also choose to return to their rooms for rest. During organized group activity in the evening, campers get together for fun group events (i.e., lip sync contest, scavenger hunt, campus tour, counselor hunt, etc.).

Inclement Weather

Lightning: All sports are moved inside.

Tornado Warning: If during sport session, all sports are moved inside to the sub-level locker room area. If in McCandless Hall, staff/campers go to the lower level to the inner hallway away from windows.

Excessive Heat: Outdoor sports participants are instructed to take more water breaks and whenever possible, directors provide instruction in the shade. The Camp Director may also implement an alternate indoor schedule that is used in the event of lightning, rain, or excessive heat.

Awards Ceremony

Parents and family members are invited to the Sports Award Ceremony from 3-3:30 p.m. on Thursday.

Volleyball ceremony will take place inside Angela Athletic Facility.

Basketball ceremony will take place inside Angela Athletic Facility.

Tennis ceremony will take place on the outside tennis courts.

Soccer ceremony will take place on the outside soccer field.

Cross Country ceremony will take place inside Angela Athletic Facility.

In the event of inclement weather or excessive heat, the ceremonies will be held in Angela Athletic Facility.

REFUND POLICY

Before June 1: All money, except the \$100 non-refundable deposit, will be refunded. All refund requests must be made in writing.

Between June 1 and July 1: Fifty percent (50%) of tuition will be refunded only in the event of a serious medical or personal reason. Verification may be required. All refund requests must be in writing.

After July 1: Refund requests will not be accepted.

Day Camp Information

BEFORE ARRIVING

Enrollment Information

Required Forms and Balance of Tuition

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- Health Form
- Consent Form
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- Release Form

Please Mail Forms & Payment to:

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Athletic Day Camps
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Insurance

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What to Bring

Equipment

Campers are asked to bring the appropriate athletic equipment (tennis racquet, volleyball knee pads, and soccer shin guards, etc.). Campers in soccer or softball should also bring a pair of cleats in addition to athletic shoes.

Other items that will be helpful:

Water bottle

Change of clothes

Towel

Sunscreen

Padlock for lockers

Shower accessories

Snacks

Note: Black-soled shoes are allowed if they are scuff-free.
No jeans or jean shorts may be worn during participation in athletic activities.

Reminder: Please mark all items with the camper's name.

Expense Money

The Athletic Department will have a camp store open during check-in and check-out times to sell Saint Mary's College athletics attire. Campers may also wish to bring money for incidental and souvenir purchases at the Campus Bookstore. A trip to the bookstore at the University the Notre Dame is also scheduled during the week.

Reminder: All campers are responsible for their own expense money.

ARRIVAL AND DEPARTURE

Daily Drop off and Pick up

Day campers should be dropped off and picked up at the south entrance of Angela Athletic Facility at the following times:

Sunday Registration

July 8, July 15,

2 p.m.-4 p.m.

Registration in O'Laughlin Auditorium

After registration, a mandatory orientation meeting will be held.

Dinner, practice, and instruction will follow from 4-8 p.m.

Drop off and pick up times during the week

Monday-Wednesday 8:45 a.m.-8 p.m.

Thursday 8:45 a.m.-3:30 p.m.

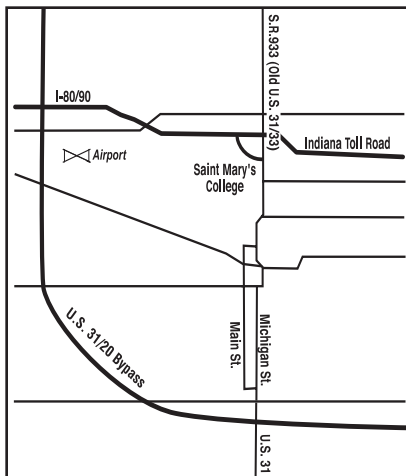
No early drop offs or late pick ups. We ask that all day campers be dropped off/picked up by the designated time. When the camper is picked up at the end of the day, a sign-out sheet must be completed by the individual picking up the camper.

There will be no supervision provided before 8:45 a.m. or after 8 p.m. (3:30 p.m. on Thursday). At the end of the day, parents may come early to watch campers in their sport.

Reminder: Absences or adjustments in pick up or drop off times must be reported to the Athletic Camps Office at (574) 284-4694. After hours, leave a message at the Angela front desk: (574) 284-4334.

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Campers are expected to:

- Respect fellow campers and staff members
- Respect other campers' personal property
- Respect College property
- Keep rooms clean and orderly
- Campers are not permitted to leave their groups or the Saint Mary's campus without staff supervision

Consequences

- Campers will receive a verbal reprimand or warning from the Camp Director for minor infractions.
- Serious infractions (e.g., smoking, fighting, use of abusive language, etc.) will result in a verbal warning and parents/guardians will be notified by the Camp Director.
- Grounds for immediate dismissal include use of alcohol or drugs, activating fire alarms, theft, vandalism, or use of any item that endangers an individual or College property.

Camp Policies

Visiting

Saint Mary's Fine Arts Camp obeys a "No Visiting" policy except in the event of an emergency. In the event the camper must be taken off campus, the Camp Director must be notified as soon as possible. All campers must have approval from a staff member before leaving the campus. Only those named on the Release Form will be permitted to pick up a camper. A Release Form is required for each camper. For security reasons, parents/guardians are only allowed on the floors in the residence hall during check-in and check-out times.

Phone Policy

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Emergency messages will be taken at:

Athletics Department (574) 284-4694 from 8 a.m.-3 p.m.

Summer Camp Office (574) 284-4778 from 8 a.m.-5 p.m.

Angela Athletic Facility Front Desk (574) 284-4334.

Telephone messages will be returned by the Director/Assistant Director.

Reminder: Please remember that Indiana is on Eastern Daylight Time (one hour ahead of Chicago).

HELPFUL CAMP INFORMATION

Locker Room Facilities

Shower facilities and lockers are available in Angela Athletic Facility for day campers. Campers will need to provide all shower accessories including towels, sandals, etc. We also recommend each camper bring a lock to secure their items in their locker.

Photos

Camper/team group photos will be available for purchase prior to camp or at registration. Each photo is \$10.00 and an order form is included in the parent packet. Please include a separate check if ordering a camper/team photo.

Medical Services

A camp nurse is available during the week of Athletic Camp. All perscriptions and over-the-counter medicines (including vitamins, antacids, pain relievers, etc.) must be administered by a nurse. If a camper experiences an illness or injury, a nurse will contact the parent or guardian.

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CAMP ACTIVITIES

Typical Daily Schedule:

8:50 a.m.	Morning announcements
9:00 a.m.	Practice & instruction
11:45 a.m.	Lunch
1:00 p.m.	Practice & instruction
3:30 p.m.	Supervised recreation*
4:45 p.m.	Dinner
6:15 p.m.	Practice & instruction
8:00 p.m.	Day camper pickup at Angela Athletic Facility

*During supervised recreation, campers may go to their sport and receive one-on-one coaching or go to a supervised open gym.

Inclement Weather

Lightning: All sports are moved inside.

Tornado Warning: If during sport session, all sports are moved inside to the sub-level locker room area. If in McCandless Hall, staff/campers go to the lower level to the inner hallway away from windows.

Excessive Heat: Outdoor sports participants are instructed to take more water breaks and whenever possible, directors provide instruction in the shade. The Camp Director may also implement an alternate indoor schedule that is used in the event of lightning, rain, or excessive heat.

Awards Ceremony

Parents and family members are invited to the Sports Award Ceremony from 3:00-3:30 p.m. on Thursday.

Volleyball ceremony will take place inside Angela Athletic Facility.

Basketball ceremony will take place inside Angela Athletic Facility.

Tennis ceremony will take place on the outside tennis courts.

Soccer ceremony will take place on the outside soccer field.

Softball ceremony will take place on the softball field.

Cross Country will take place inside Angela Athletic Facility.

In the event of inclement weather or excessive heat, the ceremonies will be held in Angela Athletic Facility.

REFUND POLICY

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saintmarys.edu/camps