



## ISF Summer Program

### Age Guidelines:

The ISF Summer Program is for athletes ages 6 to 21-years-old. The mentors can range from middle school, high school and college-aged participants. The children will be divided into two separate groups based on their age, level of performance, and social participation.

### Hours of Operation:

The ISF Summer program hours are Monday-Thursday 12:30 pm-3:30 pm. Please note: the building closes its doors at 4:00 pm. Please pick up your children promptly at 3:30 pm.

### Pick-up and Drop-Off Procedures:

Children need to arrive between 12:15-12:30 pm and must be picked between 3:20-3:30 pm. Parent/guardian or caregivers must park their vehicle and walk their child into the building and sign the child into the program. The check-in area for the camp will be through the door in front of the gymnasium. Parents/guardians or caregivers must sign out their children. We will not release any children without a parent signing out their child.

### Medical Needs/Allergies:

ISF staff are not permitted to administer medication to program participants. In the event of a medical emergency, ISF will administer first aid, CPR, and rescue in the best interest of the child and first aid responders will be contacted in the event of an emergency. Parents will be contacted if care is administered.

### Snack Time - Food Allergy Notice:

Children **must bring a snack and a drink** in a non-glass container each day. Snacks should be in a paper, plastic, or reusable bag clearly labeled with the child's name. Beverages must be clear, or light colored. Brightly colored drinks are prohibited. **Please do not send gum or candy. We are a peanut-free program.** Food, snacks and refreshments will not be provided at ISF. Parent/guardians must pack a child's snack for "Snack Time." Please be responsible and conscientious of other children. ISF program staff will make every attempt to identify ingredients which may cause allergic reactions for those with food allergies. If a child brings in a snack that has peanut products, it will be confiscated and discarded. Those who are concerned with food allergies need to be aware of this risk. The ISF program will not assume any liability for adverse reactions to foods consumed, or items one may come in contact with while eating at the summer program.

### Water Bottle

Please bring a water bottle with you to every session. There is a water fountain on site and we will have ice water stations outside for children to refill their bottles.

### Special Circumstances:

Parents/guardians or caregivers are required to inform ISF in writing of any special circumstances which may affect the child's ability to participate fully and within the guidelines of acceptable behavior.

**Dress Code:**

Children should dress appropriately for the activities scheduled. ISF recommends shorts and a light weight shirt or top, and some type of athletic shoe or sneaker in order to participate in recreational or athletic activities. Sandals, flip-flops, rubber “cros”-style shoes, and other open-toed shoes are not acceptable attire for active recreation activities. Children are expected to run, jump, and play. Athletic shoes provide support, protection, and the ability to perform optimally.

**Personal Belongings:**

When children arrive, they must place their belongings in cubbies or designated areas. Please put the child’s name on all articles of clothing, snack bags, bags, etc. Children should not bring toys, mobile phones, electronic devices, jewelry, money, or any possession of value with them to any of the programs. They are also a distraction. Children will be responsible for their belongings.

**Sunscreen/Insect Repellent:**

Please apply sunscreen and insect repellent prior to the start of each camp session. Children may bring sunscreen and insect repellent but must be able to reapply with staff supervision. Spray or mist sunscreen and/or insect repellent are recommended. Sunscreen and/or insect repellent must be labeled with child’s name. Children may not share these items with others.

**Behavior Management/Discipline Policy:**

ISF staff will create a fun and safe environment for participants in the program. We have never expelled a child from our program. Praise and positive reinforcement are used as effective methods of behavior management. Children who do not respond to these methods or who pose a threat to others or to property will be dealt with in a professional, positive, and timely manner to correct the behavior. The following procedures will be followed for behavior management. All incident reports will be discussed privately with parents/guardians and a copy of each report will be kept on file at ISF.

1. In the event a child’s behavior is a repeated behavior and cannot be corrected by the ISF staff with a verbal warning or other form of behavior modification, a first incident report will be written to document and correct behavior. A copy of the report will be given to the parent/guardian the same day as the incident. If a child cannot resume programming, we will contact the parents or guardians for early release.
2. A second incident report will be written if the behavior is repeated by or new behavior problems occur with the same child. This report will follow the same process as the first, but a one or two-day suspension could accompany this report. A copy of the report will be given to the parent/guardian the same day as the second incident.
3. A third incident report will be completed using the same process as the first two. Staff will provide this report to the parent/guardian. Incident reports will be discussed privately with a parent/guardian by ISF staff and/or the director. Dismissal from a program can occur at this time.

**NOTE:** *Immediate dismissal from the program can occur at any time given severe circumstances.*