

# 2024 XL Summer Camp Winter Park Parent Handbook



## Camp Dates

May 27th - August 9th

Camp Hours

9:00 AM - 4:00 PM

Early Drop Off

8:00 AM

Late Pick Up

5:00 PM

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(407)-641-4791

## WELCOME TO XL SOCCER WORLD'S SUMMER CAMPS OF 2024!

Dear Camp Parents,

We want to take this opportunity to welcome you to our Summer Camp programs and thank you for entrusting us for your child's care this Summer. We assure you that we will make every effort to make this a positive experience for both you and your child. We at XL Summer Camps want our campers and counselors to be a part of a safe, happy, and fun environment. We share a common set of core values. These core values are interwoven into camper and counselor relationships, our daily activities and decision making skills, in hopes of instilling positivity, respect, kindness, and acceptance for a lifetime.

We have worked diligently to enhance our current Summer Camp programs, including new activities, activities, games, and drills, and we have many new and exciting plans for our campers. Our goal is to provide the safest possible environment for your child and the most fun summer! **Everything you need under one, air-conditioned roof.**

The 2024 Camp Parent Handbook contains all the information about our summer camp programs. Please review it carefully as it will answer many of your questions and help you to better understand our program and our camp policies. Please remember that these policies are in place for a reason. Our main goal is to keep all campers SAFE & HAVING FUN. We also encourage you to go over these policies with your child to ensure your child's camp experience is a positive one. Returning camp parents should also review this information, as many changes and additions have been made from previous years. I know it contains a lot of information but trust me it will make your camp experience more enjoyable if you and your child understand all our policies and procedures ahead of time. As much as we like to please every parent & camper, we have a large camp, and all our policies are based on the safety and welfare of all our campers.

You can expect to receive a welcome email from us with any final information about our camp upon registration.

Sincerely,

*XL Staff*

**General Camp Information**

## Contact Information

Camp Phone: 407-641-4791

Camp Email: [orlandocampstaff@gmail.com](mailto:orlandocampstaff@gmail.com)

Website: [www.xlsoccerworldorlando.com](http://www.xlsoccerworldorlando.com)

Federal Tax ID: 27-3730108

## Camp Hours

XL Summer Camp hours are 9:00 AM - 4:00 PM. Extended care is provided from 8:00 AM - 9:00 AM and 4:00 PM - 5:00 PM at no additional cost. All campers must be picked up by 5:00 pm. Our camp staff is only here Monday through Friday during the hours of 8:00 am - 5:00 pm.

### Camp Office Business Hours:

8:00 AM - 5:00 PM Monday - Friday

If you have questions about your camp schedule, payments, or your camp account, please call the camp office during business hours at 407-641-4791

## Questions/Concerns

During the summer, if you have any questions or concerns regarding your child's camp experience, please contact the Camp Director directly. You may also speak to one of our Camp Counselors when dropping off or picking up your child. If you have an urgent matter during the camp day, please ask to have the Camp Director notified immediately.

## Camp Staff

Our Summer 2024 staff will consist of professional educators (many of whom hold advanced degrees), current high school and middle school coaches, graduate students, and undergraduate students. All staff members are certified in CPR, undergo extensive training, and contain background checks completed by the State of Florida.

It is our camp staff's responsibility to ensure that your child is comfortable, engaged, fed, happy, and most importantly having fun. Our staff will do their best to attend to each camper's specific needs but please remember that we will have a large number of campers in our facility.

## Camper to Counselor Ratios

Grade	Ratio	Ratio/Field Trip Ratio/Water Trip
PK/K	6:1	5:1 4:1
1 - 8 <sup>TH</sup>	10:1	9:1 8:1

## **Camp Groups**

- Campers are placed in separate groups according to their age group.. If you feel that your child would feel more comfortable with a different age group, please contact the Camp Director.

## **Daily Operations Camp Attendance**

### **Drop Off**

Drop off and pick up is at the front of the building. We kindly request that campers check in with their parent/guardian. A lead counselor will greet you and mark them on an attendance sheet. Here you will provide their money for pizza (if opting for lunch)

Your child will enter the building and be led to their designated camp area depending on what they are registered for. When they arrive at their camp destination, a counselor will mark them on an attendance sheet that will be re-checked at each snack break, lunch break, change of area, and change of activity.

## **Daily Schedule**

Each XL Summer Camp will begin at 9:00 AM.

Camp begins with a morning meeting. This time is used to get our campers excited about their day, announce important information pertaining to their camp, and announce campers' birthdays. At this time, allergy bands are put on campers with food allergies.

For Adventure Camp, campers will join in with the group warm up before separating to the classroom area to begin a different activity. Activities include sports, friendly competitions, Pictionary, Human Knot, Steal the Bacon, Waffle Ball, Kickball, Bingo, Scooter, Knockout, Hula Hoop Relay, Frisbee tag and hundreds of other games and activities. Our staff introduces new games daily to keep the campers interested and challenged.

Soccer camp will begin their technical learning and teaching element for that particular skill set based on the day / country theme. (I.e., Monday - Brazil - dribbling day)

### **Lunch/Snack**

- Lunch is not included in our summer camp program. We offer pizza every day for \$1.50 that can be purchased during check in the morning. If your child does not wish to eat pizza, they may bring their own lunch. We offer multiple different healthy snack options throughout the day for each camper to purchase. Snacks include, oranges, pretzels, granola bars, gluten free popcorn, apple sauce, and many more.

- Water is always available to campers throughout the day and they are encouraged to drink often. Each camper is asked to bring their own water bottle from home to fill up during the day.

- We do not have refrigeration available to the campers. If your child brings a bagged lunch, please make one that does not need to be refrigerated. Each camper will need to keep their lunch in their bags until it is time to eat for their group.
- Please make sure you provide your child with a sufficient amount of snacks in their bag or money in an envelope for the purchase of a snack. Most of the campers are growing and participating in physical activity can make them extra hungry.

### **Food Allergies**

On the registration form, we ask you to list any foods that your child is allergic to. We take these allergies very seriously. Campers with food allergies will be given a red wristband each morning at the first attendance, and their camp counselors will be notified. For campers with food allergies, we have the ability to seat them at a separate table during lunch if required. This is for the safety of your child. Our staff will monitor everything your child has to ensure optimum safety for each camper. If your child has a food allergy that requires an EpiPen, we request that you have one that we can keep on site for the duration of their camp weeks so that in the event of an emergency we have it on site and on field trips at all times. If your child has a SEVERE allergy, please contact the Camp Director, directly, to discuss any special needs. If at any time during the summer anything changes with their allergy, we ask you to inform us in writing of the change.

### **Spending Money**

Your child is not required to bring in spending money; however, your child may wish to purchase food or snacks from our snack bar. We encourage all parents/campers to keep this money in a labeled envelope in their child's backpack.

Snack time is the only time during the camp day that the snack bar is available to the campers. Please instruct your child as to how you would like them to spend their money as it is very difficult for our staff to monitor what each camper is buying.

### **After Care**

During the aftercare program from 4:00 PM - 5:30 PM campers will participate in our after-care program supervised by our staff. All campers must be picked up by 5:00 pm.

To attend camp, your child MUST BE COMPLETELY POTTY TRAINED; however, in the event of an "occasional" accident, we will assist them in cleaning up and changing their clothes. ALL PK & K campers are required to have a change of clothes in their camp bag. If your child has an accident and does not have a change of clothes in their bag, they will have to wait in the Triage Room until you bring fresh clothing.

## **CAMP POLICIES AND PROCEDURES**

Camp Rates:

- \$350.00 Full day / Full Week

- \$250.00 Half Day / Full Week
- \$95 Individual Full Days , \$75 Individual Half Days

### **Changing/Adding Days**

Once you have submitted your Enrollment Contract, your schedule will be set for the summer and there can be no cancellations of any days/weeks selected. You are responsible for all days you have selected on your Enrollment Contract. However, we understand that situations may arise that warrant a change in your schedule. For these situations, we will make every effort to accommodate these changes based on availability. Please note that while we may be able to substitute days on your schedule, we cannot deduct from the number of days you originally selected for any reason. You are required to pay for all days that you have chosen on the enrollment contract.

### **To Add/Change Camp Days:**

- Please call the facility or email [lorna@xlsportsworld.com](mailto:lorna@xlsportsworld.com).
- Schedule Change Requests must be submitted by 9:00 AM on Wednesday for the following week. No Exceptions!
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### **Absence Policy**

It is not necessary to notify us if your child will be absent from camp. Please be aware that if your child is absent from camp for any reason, there are no opportunities to make that time up. There are no refunds, credits, or substitutions for missed days due to illness, injury, or family activities.

### **Payments**

- Payments are due at the time of registration, and can be paid via, cash, credit card or check
- We will accept checks or credit card payments from another parent/party; however, it is the responsibility of the parent that registers their child to obtain this information.
- Call the camp office during business hours (9:00 AM - 4:30 PM) if you have questions regarding camp payments.

### **Receipts/Statements**

If you would like a receipt or statement of any/all amounts paid please email the camp office (lo). Receipts and statements are not available in the morning during drop off.

### **Camp Check-In**

The check-in/check-out process is extremely important as it is our way of tracking the campers that are attending camp that day. Although we do try to get campers checked in quickly, it does take a few minutes to greet and check in each child. Please allow extra time in the morning to allow us to carefully check in each camper and please be patient with our staff. Ask for a Director if you have questions about your child. There are always several Directors on duty to assist in answering questions.

### **Check-In Policies:**

- Campers are not to enter the building until 8:00 AM unless otherwise arranged. Parents/Guardians will need to provide a check out word for their child that will be used as a safety policy for check out.

## **Camp Check-Out**

When parents arrive to pick up their children, please pull go to the desk located at the front of the lobby. The person picking up will be asked for their child's name and checkout word. Parents are not permitted to enter the camp area unless escorted by a staff member. Your child will then be called over by walkie talkie to get their belongings and head to the designated door for pick up. Please be patient as it may take a few minutes for them to get there.

Incident/Injury/Discipline Reports are

## **Parking Lot Safety**

- Orlando Fire Department prohibits anyone from parking in front of the building and will ticket any cars parked in front of the building.
- Please remember to be patient and cautious in the parking lot during drop off and pick up
- The front spots are reserved for handicapped people and parents with infants in car seats. • All other parents must park in one of the designated parking spots in our lot.

## **Triage - Injury/Illness**

If your child receives a minor injury (i.e. scrape, cut, bruise, bump, etc.) while at camp, he/she will be taken to the camp triage. The triage counselor on duty will assess the situation and take care of any minor incidents. If the triage counselor feels the incident warrants further attention, he/she will notify one of the Directors. The Director will determine whether the parents need to be contacted. We cannot call every parent for every minor bump or bruise, but we will contact you if we deem necessary. Every illness/injury is written up on an incident report which a director reviews, signs, and sends to the front desk.

If your child becomes seriously ill or injured at camp, a Director will contact you immediately. If we feel it is necessary, we will contact 911 first. If we are unable to wait until you arrive at the camp, a Director will accompany your child to the hospital and will stay with them until you arrive. Once at the hospital, our staff will not authorize any medical treatment.

If any of the following symptoms occur at camp, you will be contacted to pick up your child within the hour:

- Temperature over 100° F.
- Severe cold with fever, coughing, or bronchitis
- Difficulty or rapid breathing
- Severe pain or discomfort, including ear or throat
- Vomiting or Diarrhea
- Rashes that cannot be identified or have not been diagnosed by a physician
- Contagious diseases such as measles, chicken pox, mumps, roseola, pink eye, ringworm or impetigo (we would appreciate a call notifying us so we can pass the information concerning potential exposure on to the other campers) +COVID-19 Symptoms
- Ear or Throat infections
- Unusual behavior (i.e. extreme lethargy, refusing food or drink)

- Any infected skin area (i.e. ringworm)
- Detection of Head Lice
- Upon notification, we require that your child be picked up within one hour.
- Campers that are sent home from camp because of illness may not return to camp until they are:
  - Free of symptoms for 24 hours
  - On the appropriate medication for 24 hours
  - Have a physician's note stating that they are free of symptoms

#### Medication

**\*\*VERY IMPORTANT** - Please do not send your child to camp with medicine in their camp bag or pocket. This includes Tylenol, cough drops, inhalers and EpiPens. This can be harmful to your child and other children if the medication falls out of their pocket or camp bag. Please hand it to a camp staff member at drop off so we can put it in our triage, in a safe place, and make sure it is available for your child. If a child has their inhaler or EpiPen in their camp bag, our staff will not know they have one with them and this can be dangerous in the event of an emergency.

- A Medication Form must be filled out and submitted when the medication is turned in. Medication must be labeled and stored in the original container.
- Parents must provide any precautionary information specific to the medication.
- Medications will be stored in a secure area that is not accessible to campers.

#### Policy on Illness and the Management of Communicable Diseases:

- We are genuinely concerned with the health and welfare of every child at our camp. To prevent illness from spreading to other campers, please do not send your child to camp when they are ill or possibly contagious.
- No refund/credits/substitutions will be made if your child is sent home sick.
- If your child becomes sick or injured, he/she will be taken to the camp triage. We do not have a nurse on duty; however, our entire camp staff completes a course in CPR for the Professional Rescuer and First Aid. All illness/injuries are reviewed by the Camp Director.

#### Camp Discipline Policy

It is XL Soccer World Orlando's Camp's goal to provide a healthy, safe, and secure environment for all campers. Campers are expected to follow the camp rules and to interact appropriately in a group setting. A discipline report is written for almost every incident. We do this so that you are aware of the incident and can speak to your child. We cannot call every parent every time a child is disciplined, however we will contact you during the day or ask to speak to you at the end of the day for more serious incidents. We try to keep the lines of communication open so we can work together to help your child have a good day at camp.

#### Camp Rules

- Keep hands, feet, all objects, and all other body parts to yourself.
- Be respectful to yourself, others, and camp property.
- Listen and follow directions.
- Foul language/name calling is not permitted.



- Treat all campers with kindness and respect.
- Always tell a staff member if something is wrong or if you are upset.
- Be responsible for your personal belongings always.
- Play fair and have fun!

### Cell Phones

We do not allow the use of cell phones/tablets during camp hours. They have access to our phones in the event they need to contact you. If your child contacts you during the day to tell you there is a problem, tell them to tell any staff member. If they bring a cell phone to camp, they do so at their own risk. We will not be held responsible for any cell phones that are lost, stolen or damaged. We reserve the right to confiscate cell phones at our discretion if we feel that they are being used inappropriately or are disruptive. If your child's phone is confiscated, it will be placed at the front desk until pick up. If this problem continues, your child will be prohibited from bringing their cell phone to camp. (Campers are not permitted to bring chargers or use the outlets for their phones or video games.)

If your child disobeys the camp rules, we will take the following actions:

- Staff will redirect the camper to a more appropriate behavior and remind him/her of the camp rules.
- If the behavior persists, the camper will be placed in time-out and will lose time from camp activities..
- The staff will document the situation by filling out a discipline report. All discipline reports are reviewed by the Camp Administrator or a Director and a copy is sent home if necessary.
- If a child's behavior at any time threatens the immediate safety of them, other children or staff, the parent will be notified and expected to pick up the child immediately.
- If your child is suspended from camp, you are still responsible to pay for those days.
- Continuous disruptive behavior may result in a suspension or expulsion from the camp.
- **If your child is expelled from the camp your financial responsibility will end at the end of that week. You will not receive a refund for any days or weeks.**

We will make every effort to calm your child, redirect them and diffuse every situation, as we do understand that children occasionally become upset and can act out. However, if we feel that we cannot control your child, we have no other alternative than to remove them from camp. If your child is being sent home because they are not following the camp rules or they are being disruptive to the rest of the campers, they will be placed in time-out in the camp office until you pick them up. Campers must be picked up within one hour. Please note that if you are contacted to pick up your child from camp due to behavior issues, you will not receive a credit/refund for that day.

If we decide to suspend or terminate your child's camp enrollment due to any behavioral issues, you will not receive a credit/refund. We will terminate his/her enrollment at the end of that camp week, and you will not be charged for any future week(s) that haven't been prepaid. If your child is expelled from camp, siblings of that child may continue to attend camp; however, if you decide to remove your other children from camp, you are still responsible for paying for alldays/weeks the siblings were originally enrolled.

### What should campers wear to camp?

- Campers should dress in comfortable lightweight clothing so that they are ready to participate in all

activities.

- Camp shirts are not required to be worn to camp unless your child is going on a field trip.
- Campers are not permitted to wear clothing that is too tight or too revealing.
- Socks are required.
- No cleats are permitted.

### **What should campers bring to camp?**

Your child should bring backpack to camp each day with the following items:

- Healthy snacks
- Sunscreen (please put name on it)
- Complete change of clothes
- Socks (your child will be unable to play!)
- Sneakers/close-toed shoes (campers are required to keep their shoes on all day) Please be sure all items brought to camp are clearly labeled with your child's full name and please remind your child to keep close track of all items. Each camp group is designated an area to store their belongings.

What campers ARE NOT permitted to bring to camp?

- Glass bottles
- Gum
- Medicine in their bags

We prefer that your child does not bring cell phones, expensive toys, or games to our camp. If you choose to allow your child to bring any expensive item and it is lost, damaged or stolen, please do not contact the camp or camp staff about this, as we are not responsible. The XL Summer Camp staff will, under no circumstances, be held responsible for the loss, damage, or theft of these or any other valuable items.

## **MISCELLANEOUS INFORMATION**

### **Photo Release**

Any photos or video footage taken while your child is at camp may be used for promotional purposes in print media and/or internet promotion. No financial compensation is available should such a picture/video be used.

### **Lost and Found**

Campers are required to keep track of their belongings including their shoes while they are at camp. Even with our staff reminding them, they lose their shoes and belongings. Please put your child's name on everything they wear or bring to camp including their shoes. A camp Lost and Found area is located near the front desk. At the end of each day, our maintenance staff will place any items that have been found in our building in the Lost and Found, so please check it periodically for any missing items. If your child is missing their shoes, jacket, hat, etc. chances are it will turn up during clean up and it will be placed in the Lost and Found. The Lost and Found will be cleaned out every 2 weeks, with leftover items being donated to Goodwill.

**Sunscreen Policy**

The older campers may head outside during camp hours for group rotations. All campers should have sunscreen (labeled with their name) in their bag so they can reapply if needed. You should also send your child with sun protection such as SPF clothing, hats, and sunglasses.

**Camper Birthdays**

Campers who have a birthday while they are at camp will be announced during our morning Roll Call with a Happy Birthday by the campers and staff. If you would like to send in a treat to share with the campers in your child's grade during snack, contact the camp for a head count for that grade.

**Fire Drills**

Our staff conducts a fire drill once a month on a different day and time. This is for the safety of the campers. These drills ensure that we can get all our campers out of the building and accounted for very quickly in the event of an emergency. In the event of a real emergency, we can get all campers safely out of the building and accounted for. We also practice several other drills periodically so that in the event of any emergency, our staff is ready. You will be notified immediately in the event of a real emergency. Please be advised that you will not be permitted to check-in or check out your child during a fire drill. We do our best to schedule them at times when we do not have many campers arriving or leaving. However, it is still possible that you will arrive while we are in the process of a drill. If this is the case, we ask that you please exercise patience. We will attend to you as soon as the drill has been completed and all children have been accounted for.

**One Final Note**

Our staff works extremely hard to get to know all our campers and to ensure that every camper feels safe and cared for while they are in our care. Please always treat our staff with respect. With many staff members working at the camp and a large number of campers each day, it is impossible for every staff member to know everything about your child's day. Please ask to speak to the Camp Director, if you have something you would like to discuss about your child. We will always make the time to speak with you about your concerns and address every situation in a timely manner. If you have any issue you would like to discuss, please do not hesitate to bring it to our attention.