

Mocs Adventure Camp

Parent Handbook

University of Tennessee Chattanooga
Campus Recreation



Website: <https://www.utc.edu/campus-recreation/camps/index.php>

Main Office: (423) 425-4213

Address:

The University of Tennessee at Chattanooga
Campus Recreation
601 East 5th Street
Chattanooga, TN 37403



Dear Parent(s) and Guardian(s),

Mocs Adventure Camp is designed to immerse our campers in a broad range of physical activity, sports, and play. Campers will make new friends, climb, swim, play sports, enjoy the outdoors, and explore Chattanooga. Inclusive recreation and play help build a strong community. The camp experience, and the act of play, have the amazing ability to break down economic, racial, geographic, religious, ethnic, and social barriers. UTC celebrates diversity and actively promotes understanding between people. Open-hearted children become open-minded adults.

Our staff are experienced counselors who are passionate about providing a fun and meaningful experience for your child. Within this handbook, you will find information about our various programs, camp policies, staff, daily schedule, and much more.

Thank you for choosing Mocs Adventure Camp. We cannot wait to meet our campers!

Sincerely,

Craig L. Gosnell & Crystal Durham

Camp Directors
Assistant Director of Programs and Engagement
Assistant Director of Sports Program
UTC Campus Recreation

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Mission and Core Values:

Campus Recreation's Mission Statement and Core Values center around our belief that all people deserve the right to play, recreate, connect with others, and pursue holistic wellness. Please review our Mission Statement and Core Values with your child to help them understand that all campers are valued and treated with dignity and respect.

Mission Statement: Foster an inclusive environment for the UTC Community to connect, play, and pursue holistic well-being.

Core Values:

Inclusion – Developing a community that is equitable, inclusive, and respectful of all people

Sustainability – Actively seeking excellence through social, economic, and environmental sustainability practices

Holistic Health – Providing a dynamic environment where the UTC Community can pursue and learn life-long health practices

Growth – Consistently striving to inspire growth within individuals, UTC, and our global community

Play – Utilizing recreation and play as a platform to uplift the UTC Community

Community – Building healthy and supportive relationships through play and community engagement

Summer Camp Staff:

Mocs Adventure Camp staff members are dedicated and committed to providing a safe, fun, educational, inclusive, and unforgettable camp memories for your child. Our staff are all UTC students, who are passionate about working with youth and ensuring campers have a great summer experience.

During staff training, our counselors are trained in medical care, customer service, behavioral management, activity programming, risk management, and child development, and are mandatory child abuse reports. Counselors learn to facilitate activities through experience to ensure they are safe and enjoyable for our campers. All staff members have passed a background check, are mandatory Child Abuse Reporters, and are American Red Cross certified in CPR for the Professional Rescuer, First Aid, Blood Borne Pathogens, Anaphylaxis and Epinephrine Administration, and Asthma Inhaler Training.

Camp Overview:

Week # 1:

- **Theme:** Water Week
- **Dates:** Monday June 6th – Friday June 10th
- **Field Trip:** Nooga Splash Water Park

Week # 2:

- **Theme:** Mocs Week
- **Dates:** Monday June 13th – Friday June 17th
- **Field Trip:** Bowling

Week # 3:

- **Theme:** Superhero Week
- **Dates:** Monday June 20th – Friday June 24th
- **Field Trip:** Day at the Movies

Week # 4:

- **Theme:** Sports Week
- **Dates:** Monday June 27th – Friday July 1st
- **Field Trip:** Putt-Putt Golf

Week # 5:

- **Theme:** Outdoor Adventure Week
- **Dates:** Monday July 11th – Friday July 15th
- **Field Trip:** Roller Skating

Week # 6:

- **Theme:** Space Week
- **Dates:** Monday July 18th – Friday July 22nd
- **Field Trip:** Chattanooga Jump Park

Week # 7:

- **Theme:** Beach Week
- **Dates:** Monday July 25th – Friday July 29th
- **Field Trip:** Nooga Splash Water Park

A Typical Day:

Each week the campers will experience a different theme. Our staff will work to create activities that center around the week's theme. Each week includes a field trip in addition to swimming, climbing, group fitness, and playing various sports. Exposure to a broad range of activities keeps campers engaged and wanting more. Your child's day will be filled with activity and fun.

Field Trips:

The Mocs Adventure Camp features one themed field trip per week. Most field trips require an additional waiver to be signed by the parent(s) or guardian(s). This waiver will be emailed to the parent(s) or guardian(s) prior to the start of camp each week. The camper will not be able to participate in camp on Wednesday if the waiver is not completed.

Transportation to and from the field trip location will be by school bus, chartered through the Chattanooga Bus Company. All drivers have a minimum of two years bus driving experience.

Campers are required to wear their camp t-shirt on field trip days. This allows us to easily keep our group together.

Field Trips:

- **Water Week** – June 6th – June 10th – Nooga Splash Water Park
- **Mocs Week** – June 13th – June 17th – Bowling
- **Superhero Week** – June 20th – June 24th – Day at the Movies
- **Sports Week** – June 27th – July 1st – Putt-Putt Golf
- **Outdoor Adventure Week** – July 11th – July 15th – Skating
- **Space Week** – July 18th – July 22nd – Chattanooga Jump Park
- **Beach Week** – July 25th – July 29th – Nooga Splash Water Park

Drop Off and Pick Up:

Drop Off Time: 8:30 a.m. – 9:30 a.m.

Pick Up Time: 3:30 p.m. – 4:00 p.m.

Parent Drop Off and Pick Up will take place in the gravel parking lot adjacent to the Aquatic and Recreation Center. The gravel parking lot is located on 4th street, just east of Douglas St.

If you need to drop off or pick up your child outside of the designated times, please park in the gravel parking lot and call the Campus Recreation Administrative Suite number. (423) 425-5847. This number can be found on a sign located at the drop off and pick up site. A staff member will bring your camper to your vehicle shortly.

Authorized Adults:

A valid photo ID will be required to pick your child up from camp each day. This is to ensure the safety of each child at our camp. Campers will only be released to the individuals indicated on the child's authorized pick-up list.

For camper safety only adults listed as contacts are authorized to pick up campers each day. If your child needs to be picked up by someone who is not on the designated list, please email the Camp Directors at Craig-Gosnell@utc.edu or Crystal-Durham@utc.edu. This notification must be in writing for our safety and risk management records.

Late Pick Up:

Camper pick up takes place from 3:30 p.m. – 4:00 p.m. If you would like to pick up your camper after 4:00 p.m. consider adding on our After Hours Program. The After Hours Program will allow you to pick your child up between 3:30 p.m. – 5:30 p.m. each day of the week. Camp staff will continue the fun until you are able to pick them up.

Early Drop Off:

Camper drop off takes place from 8:30 a.m. – 9:30 a.m. Our staff are not prepared to accept campers until 8:30 a.m. Campers must wait in your vehicle until 8:30 a.m.

Participant Records:

Each of the following documents must be submitted prior to the first day of camp.

- Field Trip Waivers
- General Camp Waiver
- Medical Form
- Medication Authorization Form
- Allergy Form
- Camper Code of Conduct
- Camper Authorized Pick Up List

Campus Recreation will email all required forms (7) days prior to the start of camp. These forms must be emailed back or dropped off at the Aquatic and Recreation Center Administrative Office. The office is open 9:00 a.m. – 5:00 p.m. Monday – Friday. Please contact us immediately with any updates to your camper's information.

Items to send with your camper:

Campers will be engaged in athletic activities each day of camp. Please monitor the weather to ensure that campers are dressed appropriately for both indoor and outdoor activities.

- Athletic Clothing
- Closed Toe Shoes
- Swimsuit
- Lunch – (Campers will not have access to a refrigerator or a microwave. Please ensure all lunches have an icepack to keep them cold if needed.)
- Two Small Snacks
- Facemask – (If desired)
- Towel
- Sunscreen
- Water Bottle
- Goggles/Swim Cap/Nose Plugs/Ear Plugs – (If desired)
- Plastic Bag – (For wet swimsuit and towel)
- Rain Jacket – (Depending on weather)
- Mocs Adventure Camp Shirt – (Required for Wednesday field trip)
- The campers name should be on every item brought to camp

Items not to send with your camper:

- Money
- Electronics
 - Phones
 - Ipod
 - Ipad
- Pocket Knives or Weapons
- Sandals or Crocs
- Valuables
- Toys, including fidgets
- Peanut foods, including peanut butter
- Dress Clothing – (Campers will be physically active everyday)

T-Shirt:

Campers will each be given a t-shirt at the end of the first day of camp. Campers may wear the t-shirt any day during camp if they would like. However, we require that all campers wear their t-shirt on the Wednesday Field Trip.

(Note: The t-shirt design below is from Summer 2021. A new design will be created by our camp staff for Summer 2022.)



Medications:

If your child takes any type of medication (scheduled or emergency) during the day, the medication must be listed on the camper's Medication Authorization Form. The term "medication" refers to any over the counter or prescription medications, asthma inhalers, and epi-pens. The Medication Authorization Form will be emailed to parent(s)/guardian(s) prior to the start of camp. Parent(s)/guardian(s) are responsible for bringing the medication on the first day of camp and handing it to the designated staff member during drop off with the proper labels and directions attached. All medications will be stored and administered by a trained summer camp staff member. All staff members are trained in epinephrine and asthma medication administration.

All medications must:

- Be in the original container with the current and correct label attached to the container
- Not be expired
- Be labeled with the child's name, name of the medication, dosage amount, and when it should be taken throughout the day
- Have a written permission signature of the prescribing doctor along with the parent's signature
- Medication should be administered at home whenever possible. All medications to be administered during program hours must have parent(s)/guardian(s) authorization and requires authorization by a physician (this includes over the counter, antibiotic, or antiviral medications that will be taken longer than 10 days or other medications not previously listed)
- The first dose of any new medication must be given at home
- The Mocs Adventure Camp will not accept medications unless indicated on the camper's Medical Authorization Form
- The parent(s)/guardian(s) should submit a new form for any change in dosage or medication.
- The Mocs Adventure Camp staff will give only pre-measured doses of epinephrine

COVID-19:

Camp COVID Protocols: COVID protocols are subject to change due to local, state, and university COVID rates and recommendations. UTC Campus Recreation closely monitors and implements best practices for safe programs. Campus Recreation reserves the right to change or modify activities and protocols for the safety of our campers and staff.

- **Camp Mask Policy:** Campers are welcome to wear a face mask if they desire.
- **Notification System:** In the event of a camp exposure, parent(s)/guardian(s) will be notified of a potential exposure. All exposures will be reported to camp contacts, specifically identifying the cohort group in which the exposure occurred.

Illness/Injuries:

If your child suddenly becomes ill or has a serious injury you will immediately be contacted by a summer camp staff member. Please keep your contact information up to date. If you cannot be reached, we will follow up by calling the alternate emergency contact.

If your child receives a minor injury such as a scraped knee, the summer camp staff will provide basic first aid care. All staff members are American Red Cross certified in CPR for the Professional Rescuer, First Aid, Blood Borne Pathogens, Anaphylaxis and Epinephrine Administration, and Asthma Inhaler Training. Camp Counselors always keep a fully stocked first aid kit with each group of campers. The camp staff will email a copy of the accident/incident report to parent(s)/guardian(s) each day.

For the health and safety of all participants, any camper with an illness that is contagious should not attend the summer camp until the illness has passed. This includes COVID-19. If your child has one or more of the following symptoms, we request that you child does not come to camp:

- Temperature over 100.4 degrees Fahrenheit
- Sore throat, vomiting, or diarrhea
- Nausea
- Shortness of breath or difficulty breathing

Confidentiality:

Mocs Adventure Camp and Campus Recreation staff respect the privacy of each participant and their family. All health, behavioral, and developmental records and incidents will remain confidential.

All Camp Counselors are Mandatory Child Abuse Reporters. If an employee suspects that a camper may be subject to any form of child abuse, UTC Police will be notified.

Disciplinary Policy:

Please encourage your child to come to a camp staff member with any issues they may have with a fellow camper. Our camp staff are trained on how to handle these situations.

The following behaviors will not be tolerated at camp:

- Bullying
- Hitting
- Verbal or physical aggression
- Insubordination
- Theft
- Destruction of property
- Possession of drugs
- Possession of alcohol
- Possession of weapons (guns, knives, etc.)
- Biting
- Spitting on another person
- Leaving Campus Recreation facilities without permission

Disciplinary Actions:

For the safety of all the participants the following disciplinary actions are put in place if a rule is broken or a child is acting out:

- Verbal Warning: The staff will explain to the camper how their actions were inappropriate and how to avoid these actions moving forward.
- Time-Out: The child will sit out of the activity for a moment. Staff will explain to the camper what they did was wrong, why it was wrong, and how to fix the situation next time.
- Parental Call: If the behavior persists, the resolution for the behavior will be discussed with the parent/guardian and Camp Director, the Camp Director will then relay the information to their staff members.
- Parental Meeting: If the behavior does not change using parental suggestions, there will be an in-person meeting between the parent(s)/guardian(s) and Camp Director to discuss solutions.

Note: Camp staff are strictly forbidden to use any form of physical or emotional punishment.

Mocs Adventure Camp Contacts:

Staff Member:	Phone & Email:
Office Staff Campus Recreation	(423) 425-5750 CampusRec@utc.edu
Logan Rader Administrative Assistant	(423) 425-5672 Logan-Rader@utc.edu
Saylor Kokoski Assistant Camp Director	(423) 425-5750 CampusRec@utc.edu
Crystal Durham Camp Director	(423) 425-5987 Crystal-Durham@utc.edu
Craig Gosnell Camp Director	(423) 425-5682 Craig-Gosnell@utc.edu
Cindy Strine Campus Recreation Director	(423) 425-2786 Cindy-Strine@utc.edu



Thank You!

UTC Campus Recreation thanks you for choosing our Mocs Adventure Camp to send your camper to for the Summer. We are excited to meet your camper and to provide an exciting and memorable summer experience. If you have any questions before or during camp, please do not hesitate to contact us at (423) 425-5750.

Sincerely,

Saylor Kokoski

Assistant Camp Director
UTC Campus Recreation