

Gymnastics Etc

2026 Summer Day Camp Policies & Procedures

Welcome to the Gymnastics Etc. Summer Camp Program. We hope that your child will find this summer to be exciting and enjoyable. This manual has been designed to provide detailed program information about the day camp program and to prepare parent/guardian(s) and youth for an exciting and safe summer.

Included in this manual you have been provided information as to what to bring to camp, what your child should wear and also behavior guidelines for campers to follow. After reviewing the manual please take time to go over any pertinent information with your child.

The main goal of the Gymnastics Etc. Summer camp is to provide a safe and fun atmosphere for your child while they are in our care.

The staff of Gymnastics Etc. would like to thank you for signing up for Summer Camp and allowing your child the opportunity to participate in our programs. Please check out our website <https://www.gymetc.com/2025-summer-day-camp/> for more information on Day Camp this Summer!

GE Day Camp Contact Information

Program Director – Darian Welch – dwelch@gymetc.com

Phone: Our 2nd line 309-663-7679 will be open to Day Camp families to call during the Day Camp day to get ahold of working staff directly. Our main line (309-663-8413) will only be answered during our office hours (Monday through Thursday 4p – 7p, Tuesday & Wednesday 9:00 – 11:30a, & Saturday 9:00a – 12:30p).

Any enrollment changes or billing questions MUST be directed to Darian at dwelch@gymetc.com.

Weekly Communication will be sent every Sunday Evening with information about the upcoming week including themes, games, activities, payment and more! If you can't find an email, please check your spam.

General Day Camp Information

- Monday, June 1st – Friday, August 14th
- Camp hours 8:00am – 4:00pm (M-F)
- Early drop off available 7:00am – 8:00am
- Late pick up available 4:00p - 5:00pm
- \$10 for each early drop off and/or late pick up.
- Full day or Half Day Options
- Ages 4 – 13 (**CAMPERS MUST BE POTTY-TRAINED**)
- Campers need to bring a packed, sack lunch (non-microwavable, self cooled) clearly marked with their name, two snacks (morning and afternoon) each day to summer camp, and a water bottle.
- Campers will go outside so they should bring good outdoor shoes and sunscreen.
- Thursdays Mornings are Water Days so they should bring a towel and swimsuit.

Pricing

- \$57/day or \$260/week 1st child
- \$50/day or \$225/week additional siblings
- \$10/day early drop off (7a-8a)
- \$10/day late pick up (4p – 5p)
- \$34/half day AM or PM

Drop Off & Pick Up

Parents are asked to accompany their children into the building and sign them in each morning. Parents need to sign children out when picking them up from camp. This sign-in/sign-out process is for the safety and accountability of your child. All children must be picked up by designated times, with a possible charge for early drop off or late pick up.

Drop Off/Pick Up Times

Use GYM B (MIDDLE ENTRANCE)

7:00a – 9:00a, 11:30a – 12:30p, 3:00p – 5:00p

Please be sure to drop off or pick up during our scheduled drop off and pick up times. Our front door will be locked outside of these hours to help ensure safety in the building. If you arrive outside of these hours, please call 309-663-7679.

Attire

Comfortable, casual clothing (loose shirts and shorts). Some activities are outdoors and some types of footwear are not made for the outdoor terrain. We will be very active and we want all children to participate. For outdoor activities we recommend athletic shoes with socks. Crafts will be done throughout the week and some are messier than others. ☺ We'll do our best to keep the children's clothes clean. We will also be participating in water activities outside throughout the week so please bring a swimsuit, towel, and sunscreen. **Thursdays will be a designated Water Day!** Every Thursday, the kiddos will participate in some fun water activity : Slip-N-Slide, Sprinklers, Water Balloons, Water Guns, etc so be sure to have your water supplies this day each week!

What to Bring

- Water bottle
- Lunch / 2 Snacks
- Sunscreen
- Swim suit and towel EVERY Thursday
- Outdoor Shoes

NO ELECTRONICS PLEASE We will have a phone readily available for any child to call or any parent to call for emergency purposes.

Forms to be completed:

Prior to the first day of camp, parents/guardians need to complete the following:

1. Online Portal account that has accepted all of our Policies and Procedures
2. Handbook Receipt & Waiver Acceptance
3. Medical Waiver/Release Form for your child if necessary.

*Please include any info that will help us insure your child has a blast at camp in your portal account under Edit Student, Allergies/Special Health Conditions or send an email so we can make a note.

Lunch and Snacks

Please pack your child's lunch in a paper sack or reusable lunch box and have their name clearly marked on the bag. Your child will play hard and need both AM and PM snacks as well. Please pack a water bottle or multiple for your child. Our Water Fountains are turned back on. Please be sure your child's water bottle has their name clearly marked on it.

Gymnastics Etc Summer Themes

Each week will have a theme! Activities, movies, and crafts may revolve around these themes, some weeks more heavily so than others. Themes this year include: Color Wars, Retro Rewind, Superhero, Jurassic World, Party in the USA, Sports Mania, Outta this World, Treasure Island, Beach Week, Ready-Set-GO!, and Animal Kingdom!

Registration

All camp registrations will be made through our Online Portal at <https://app.iclasspro.com/portal/gymnasticsetc>. Day Campers must be pre-registered for camp to participate. Drops ins may be allowed if we have room and if an updated portal account has been made (**an extra drop in fee of \$10 will be applied to your day of camp**).

Updates/Changes to Registration

If you have registered for camp and need to change your days/times, you must email Darian at dwelch@gymetc.com to make any updates. **THERE IS NO WAY FOR YOU TO MAKE UPDATES TO YOUR ENROLLMENT THROUGH THE PORTAL AFTER YOU HAVE ENROLLED.**

Payments

Charges for each week of Day Camp will be put on your Online Portal account the Friday before each week. Payment for the week must then be made by your first day of camp that week. For example, if you have registered for Week 2 the charge will be put on your account Friday, May 30th and you

must login to your portal to pay by your first day of camp during Week 2. If no payment has been made by the end of the week, your credit card on file will automatically be charged for the amount due. Failed payments may result in a late fee. Reminder e-mails will be sent on Sundays.

Availability

Summer camp will be filled on a first come first serve basis. The earlier you are able to register for your week the better! If you know you need to add a date or change something, please let us know ASAP. Last minute adds or changes may not be accepted if we do not have room.

No Call/ No Show

If you are signed up for Day Camp and do not show up without any notice, you will still be required to pay for the day of camp you did not attend. If you know you will not be attending on a day, please send an email to dwelch@gymetc.com 24 hours in advance.

Drop in Rate

If you have not given us 24 hour notice by phone, voicemail, or email- a drop in rate will be assessed. This rate is for those that drop off with no notice given. We want to ensure that we have the right amount of staff on hand for the kids we have each day. The drop in fee is an additional \$10 per child.

Special Arrangements

If you have special circumstances and need to make special arrangements to pick up your child, please notify the Camp Director no later than the day before. Please notify us if anyone other than Mom or Dad will be picking up or dropping off your child so we can make a note of this in your Portal account and for our Day Camp staff.

Illness/Sick Policy

If your child has a fever, is vomiting, or any other contagious illnesses please do not send them to camp. If a child develops these symptoms while at camp, parents/guardians will be contacted and expected to make arrangements to pick up the child. Children should be symptom free for 24 hours before attending camp. If your child or any other family member feels sick, please do not attend camp that day. If you have notified us and must miss a day due to sickness and have already paid for that day, a credit will be put on your account to be used toward the next week of payment.

Medication

If your child needs any medications dispensed throughout the course of the day including Tylenol or Advil, it must be kept and dispersed by the camp staff. A Medical Waiver and Release Form must be completed with specific instructions on administering the medication. Medication cannot be dispensed without completion of the Medical Waiver Form. Please personally deliver all medications to camp staff directly. If you need a copy of this medical form, please let us know so that we can get that for you!

Weather-Inclement/Heat

1. If inclement weather of any kind were to occur during camp the staff will take campers inside and to the proper areas to provide the safest environment for your child during the storm.
2. If camp experiences a day of high heat your children will be provided many opportunities to get drinks through out the day along with being able to cool off in our air conditioned facilities.

Gymnastics Etc. Code of Conduct

In an effort to maintain consistency and fairness to all campers, a "Code of Conduct" has been adopted, and all campers will be asked to follow the following camp-wide behavior guidelines. Our conduct guidelines are:

- Respect other campers, Gymnastics Etc. staff, and the environment.
- Always use proper language and behavior.
- Keep hands, feet and objects to self.
- Remain with your group at all times.
- Follow the safety rules of Gymnastics Etc.
- Follow directions at all times.

Please review these guidelines with your child. These guidelines have been implemented to ensure a safe and fun camp for all!

Behavior Correction

Camper discipline will be handled with kindness, consistency and understanding. Gymnastics Etc staff will discuss the rules thoroughly with all campers. We believe campers in a group situation want to conform to rules as soon as they know what is expected of them. However, to assist counselors with deterring and hopefully improving inappropriate behavior, progressive discipline guidelines have been established.

- **First incident:** Verbal correction or warning.
- **Second Incident:** Timeout from current activity/note to parent that this is a second offense for behavior problems.
- **Third Incident:** Camp Director contacted, discussion with child, timeout from current activity and parents notified at the end of the day.
- **Fourth Incident:** Parents contacted and asked to pick up child immediately.

These procedures are meant to serve as guidelines only, and steps may be skipped depending on the behavior.

General Schedule of Daily Activities for Gymnastics Etc.

8-9 am: Open Gym time

9-9:30am: Group game/activity

9:30-10am: Morning Snack

10am-11am: Group Games/Bounce House/Open Gym/Craft

11:00-12pm: Outside Play/Games/Etc

12-12:30: Lunch Time

12:30-1:30pm: Quiet Time: Movie, Rest, Etc.

1:30-2:30: Open Gym/Gymnastics/Games/Obstacle Courses

2:30-3:00: Snack time/clean up time

3:00 – 4:00 Open Gym/Finish Movie/Craft/Games/Etc

Early Drop Off/ Late Pick Up - Room activities (coloring, reading, board games) or Cheer Floor

This is an approximate schedule. Due to unforeseen circumstances and gym schedules the order of activities may change. On nice days, time will be spent outside. Schedule may change day to day depending on other activities in the gym.

