

## **SGA SUMMER PROGRAM INFORMATION**

### **Welcome to Summer Program 2024.....**

**Staffing** - Director of the program is Jill Farace. She has been at St. Gabriel for over 12 years as a parent and has worked as kitchen manager, archangel activities director and summer program director. Our counselors range from college students to freshmen in high school. Our college aged counselors have taken the Protecting God's Children course. Most of our counselors are former students from St. Gabriel.

**Drop Off Procedures** - Drop off can start at 7:40 am and we would like to have all campers at camp no later than 8:05 am. Parents will be able to pull up in the parking lot to the bike rack area, where we will be waiting for them. Parents can remain in their car, unless your child needs assistance getting out. If you are late for drop off you will have to contact Jill at 314-578-0157 to get in the building. We close the doors at 8:05.

**Pick Up Procedures** - For a 3 pm pickup, starting at 2:50 pm the kids will gather their belongings and be taken outside through the same doors that they entered in the morning. If you need to pick your child up early or someone else/new will be getting your child, please contact Jill Farace at 314-578-0157.

**Aftercare** - If your child is signed up for aftercare they will go straight to the cafeteria at 3 pm and you will pick up your child by going to the meeting room doors (in the alley between school & church) and ringing the bell. If you have any trouble getting someone to answer the door please call Jill at 314-578-0157. We do occasionally have problems with the bell not ringing in the cafeteria. All children must be picked up by 5:30 pm. We will also provide a snack during aftercare.

**Payments** - Weekly payments can be made through Faith Direct or by check. If you plan to pay by check please email me ahead of time. I will be sending a confirmation email to you with the days I have your child(ren) scheduled for camp. If there are any changes I need to be notified in advance. Payments are due the week before (7 days) your child is attending camp. If your payment is not received prior to the week attending camp, your child may not be allowed to attend.

**Medical** - If your child has any medical issue that would qualify them as high risk, please make sure you let the director (Jill Farace) be aware of this condition. Also if your child has allergies, asthma, or seizures you need to fill out the medical forms found on the school website under the Parents tab then Summer Program scroll to the bottom. If they require medication during their time at camp, please fill out the medication consent form.. You can turn in the forms on the first day of camp. If they are required to carry an epipen or inhaler, you will need to send that with them in their book bag daily, in a zip lock bag. If you prefer we can keep it on hand at school. We do not get any of this information from the school nurse so you will have to fill out new forms.

**Behavioral Policy** - St. Gabriel Summer Program has a philosophy of self-discipline, respect and safety and therefore, expects respectful and safe behavior at all times. Children displaying unacceptable behavior, or who cannot perform to these standards will be dismissed early, suspended or expelled. Children who are dismissed early, suspended or expelled for any reason are not entitled to a refund or credit or release from financial obligations. We work on a two warning behavioral system, which means after a child has been clearly warned of unacceptable behavior two times, the third time a parent will be contacted. Depending on the behavior, the parent may be required to pick up their child.

**Our Facilities** - We will be using the school classrooms in the north wing, cafeteria, school meeting room, blacktop parking lot, gym, and walking to Francis park daily.

**Planned Fun Activities** - We will have special activities that go with our theme for each week. We will let you know what days we have planned for water days, so you can pack appropriate clothing. For safety reasons, we are asking students to bring water shoes (that can be taken off and on easily), since we use the parking lot for our water day fun. We will do Stem Projects; Art Projects; Cooking; Gardening; Water Days; Physical Fitness; Reading Time; Theater; Movie & Popcorn Day; Weekly treat; Service Projects; & lots of fun and games! If we go on a field trip, you will be notified in advance and there will be an extra charge to cover transportation.

**What To Bring** - (Please make sure everything is labeled with child's name)  
(some kind of bookbag or drawstring bag)

- Lunch - (no use of refrigeration, utensils, or microwave available)
- Snack - (two snacks)
- Tennis Shoes Only - (NO flip flops or sandals)
- Refillable Water Bottle (clearly labeled with child's name)
- Waterproof Sunscreen (spray bottle as we are not able to help put on lotion)
- Water Clothes, Shoes, & Towel - (on water days only)
- Change of Clothes - (not required but not a bad idea, sometimes we get messy)
- Nap Mat (yoga mats work too) & Book if wanted - (For Kindergarteners only)
- Book - (for free time, we have some but our library is not extensive)
- Each week, I will let you know if there are additional items needed.
- Medication (if applicable - use medication consent form)

**Changes to Schedule** - We require 15 days notice of any schedule changes. Dropping out with no notice, registering then not attending or missing days cannot be refunded. We will attempt to work with you/our schedule to reschedule and/or substitute days, but cannot guarantee space will be available.