



# Summer Camps 2024

## General Information

Greetings!

We are excited to work with your child(ren) this summer!

Through experiential learning, your children will engage with the natural world and learn how it functions, all while building connections to the planet and to each other. Our primary goal is to ensure that your camper(s) have a safe, positive, educational, and FUN experience this summer.

Please read this letter for general information about our camps, and do not hesitate to reach out to me, Julie Thomson, with any questions or concerns. My contact info is listed below.

### Eligibility

Enrollment in Highlands Nature Center Day Camps is open to children from all schools rising in grades K through 8. Registrants must be fully potty trained and prepared to spend periods of time outdoors. See below for special needs situations.

### Location

All Summer day camps for all age groups are based out of the Highlands Biological Station.

However, based on the needs of different age groups we are allocating specific locations as follows:

- **Camps for children ages 5–7** will use the Highlands Nature Center, 930 Horse Cove Road, Highlands, NC 28741
- **Camps for children ages 8–13** will use North Campus, 111 Lower Lake Road, Highlands, NC 28741

Please note that the 11–13 year-old camps will travel to various locations in the greater Highlands area. Transportation will be provided during camp hours. Information regarding trip locations and pertinent scheduling will be provided to parents/guardians closer to the relevant camp start date.

### Camp Schedule

See below for each age group's daily schedule:

5–7 year-olds: 9 AM–12PM

8-10 year-olds: 9 AM–2 PM

11-13 year-olds: 9 AM–4 PM

Drop off begins 15 minutes before the start of camp.

If you need to make special arrangements for your child(ren), please contact me.



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## Payment

Payment is due at registration. There are two methods of payment: online or via check. Online payment should occur in the registration process. If paying with a check, please make it out to the Highlands Biological Foundation, and note that which camp(s) it is for. Checks may be mailed to: 265 N 6<sup>th</sup> Street, Highlands, NC 28741.

## Refunds

Should you need to cancel your registration, please contact me by email or phone (see below).

If you cancel **30 days or more** before your specific camp start date, you are eligible for a full refund.

If you cancel between **29 and 15 days** before the camp start date, a 50% refund is available. If you cancel **14 days or less** than your camp start date, no refund is available.

## Special Needs

Our primary goal is providing safety and a positive camp experience for all. Camp staff is unable to provide one-on-one supervision for a special needs situation, but we would be happy to assist the family in making those arrangements with a care facilitator of your choice. Parents/guardians are asked to discuss this need with me, upon receiving the camp packet.

## Code of Conduct

We want the Highlands Nature Center Summer Camps to be a fun, safe, and conducive learning environment for all. In order to achieve this, it is imperative that all campers are aware of, and follow, the camp rules.

Parents/guardians, please review the following information with your child(ren).

Please contact me with any questions about these expectations.

1. Campers will follow the directions of the Highlands Nature Center, Highlands Biological Foundation, and Highlands Biological Station staff.
2. Campers will treat everyone with respect: teasing, pranking, put-downs/name-calling, or inappropriate physical interactions will not be tolerated.
3. Campers will treat campus property with respect by refraining from littering or abusing the property or equipment. This policy also applies to the Highlands Botanical Garden.
4. Campers may not possess or use any form of tobacco product, controlled substance, illegal substance or alcoholic beverage.
5. Campers will participate in all scheduled activities and maintain good behavior.

## Procedures for Dealing with Inappropriate Behavior:

1. Rules will be reviewed with all campers upon arrival at camp.
2. If a rule is broken, a staff member will first verbally warn the camper to stop the inappropriate behavior.
3. If the behavior persists, a staff member will remove the camper from the activity or situation.
4. If the inappropriate behavior continues, the camper will meet with camp leadership (Camp Director or Camp Leader).



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5. Camp Leadership will place the camper on a “24 Hour Contract.” If the behavior does not improve during this time, parents/guardians will be called to remove the child from camp, and no refund for the session will be issued.
6. The Camp Director will discuss all decisions with parents/guardians before a child is sent home.
7. The Camp Director reserves the right to send home any camper if it is deemed to be in the best interest of the Highlands Nature Center Camp program or campers.

Again, thank you for registering for our camp(s)!

We are excited to create a summer full of fun, safe, educational moments that will leave your child(ren) with positive memories formed in nature.

Attached please find the camp packet regarding the forms necessary for camp attendance. These forms must be submitted by **MAY 10, 2024**, otherwise your child will not be permitted to attend camp.

You will receive further information regarding the particular camp(s) you have registered for closer to summer.

Please feel free to contact me with any questions or concerns you may have.

Best,

Julie Thomson

Education Specialist

Highlands Biological Foundation

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