

# CAMP KINGFISHER

## SUMMER 2024

### PARENT PACKET & CAMPER GUIDELINES



**CAMP CO-DIRECTORS: DEBBY HEAD & LAURA VIATOR**  
**CAMP REGISTRAR: SARAH MARTIN**  
**CAMP PROGRAM COORDINATOR: KATIE GREENE**

**Camp Office:**

**(770) 992-2055 ext. 222**

**[kingfisher@chattnaturecenter.org](mailto:kingfisher@chattnaturecenter.org)**

**[chattnaturecenter.org](http://chattnaturecenter.org)**

**Located at:**

**Chattahoochee Nature Center**

**9135 Willeo Road**

**Roswell, GA 30075**

**Mailing Address:**

**Camp Kingfisher**

**P.O. Box 769769**

**Roswell, GA 30076**

**Camp Emergency Cell Phone: 404-910-3692**

Dear Camp Kingfisher Families,

Welcome to the 2024 Camp K family! If this is not your first rodeo with Camp K, then welcome back! If this is your first experience with us here at Camp K, welcome! We are honored and grateful that you have chosen and trusted us to be part of your family’s summer plans. We are all looking forward to getting to know our new campers and seeing how much our returning campers have grown over the past year.

There is a lot to know about summer camp, and this packet will introduce you to Camp Kingfisher. This will prepare you for camp days with us as best as possible.

Here are our top 5 suggestions:

1. Label everything.
2. Wear clothes that can get dirty and shoes that cover your toes.
3. Don’t forget your swimsuit and towel if you want to swim. We also recommend packing a change of dry clothes.
4. Leave toys, phones, smart watches, and other electronics at home.
5. Get ready to have fun at Camp!

We look forward to seeing you this summer!



**Debby Head**  
Camp Co-Director



**Laura Viator**  
Camp Co-Director

## TABLE OF CONTENTS

---

**Page 3:** [Policies](#)

**Page 4:** [Owl Groups](#)

**Page 5:** [First Day of Camp](#)

**Page 6:** [Drop-Off/Pick-Up](#)

**Page 6:** [After-Care](#)

**Page 7:** [What to Bring/Not Bring to Camp](#)

**Page 8:** [Lost & Found Water Activities](#)

**Page 9:** [Late-Night](#)

[Opportunities](#)

[Camper Expectations](#)

**Page 10:** [Camper Expectations Cont.](#)

**Page 10:** [Lunch](#)

**Page 11:** [Birthdays](#)

[Dress Up Days](#)

**Page 12:** [Owlets](#)

**Page 13:** [Travel Program](#)

---

## CAMP KINGFISHER POLICIES

### CHANGES AND CANCELLATIONS POLICY:

1. **Customer-initiated cancellation:** All cancellation requests must be emailed to [kingfisher@chattnaturecenter.org](mailto:kingfisher@chattnaturecenter.org) at least 10 business days before the session start date. Cancellation requests that are not made via email will not be honored. Please read below for more information and be sure to carefully check your camper's session dates and group before submitting any requests.
  - i. Any cancellation emailed on or before April 15<sup>th</sup> will be refunded minus a 15% cancellation fee.
  - ii. Any cancellation emailed after April 15<sup>th</sup> will be refunded minus a 30% cancellation fee.
  - iii. Any cancellation emailed **less** than 10 business days before the session start date will not be refunded.
2. **Camp Kingfisher-initiated cancellation: Camp Kingfisher may cancel a session/camp day due to the following:**
  - i. Minimum registration requirement not met.
  - ii. Acts of Nature that interfere with camper safety.

**Should Camp Kingfisher deem it necessary to cancel a camp session/day:** families will get the option to receive a full refund\*, a credit to your account for future camp use, or the option to donate your refund to the Camp Kingfisher Scholarship Fund.

\*A full refund will only be offered to full session cancellations. Refunds for individual days cannot be given.

**Refunds are issued to the original form of payment.**

Please direct any questions to Camp Kingfisher Administration.

### Illnesses and Medication Policy:

1. If a camper's illness causes them to miss 3 or more days of camp in one week, they may make up the dates in a later week based on availability. A doctor's note is required to receive a Sick Day Credit. The remainder of the session must be purchased at a prorated rate. Sick Day Credits are valid until the end of the following camp season (2024 credits are valid through August 2025).
2. Camp Kingfisher does not employ a registered nurse. All camp staff are First Aid, CPR, and EpiPen certified.

- i. Campers with emergency medications, such as an EpiPen or inhaler, must carry their medication on their person while attending camp. Action plans and medication instructions are required to be on file with camp administration. We recommend sending medication in a small bag or fanny pack that can be easily carried. —Action plans can be emailed to [kingfisher@chattnaturecenter.org](mailto:kingfisher@chattnaturecenter.org)
- ii. If a camper needs medication that is administered regularly, it should be given to camp administration with the child's name, medication name, and clear instructions. It will be stored in a secure location in the camp office.
- iii. If your camper requires a daily injectable medication, please contact Debby Head or Laura Viator, Camp Co-Directors, to discuss.

## OWL GROUPS

Campers are divided into groups based on their Fall 2024 grade level. Programs are customized to fit these grade levels and group ratios vary by Owl Group.

### **Owlets\*:** 4-Year-Olds

- ❖ Must be **4 years old** by session start
- ❖ 1 Counselor : 5 Campers
- ❖ 10 Campers per group

### **Screech Owls:** Rising K / 1<sup>st</sup> Grades

- ❖ Must be 5 years old by session start
- ❖ 1 Counselor : 6 Campers
- ❖ 12 or 18 Campers per group

### **Barn Owls:** Rising 2<sup>nd</sup> / 3<sup>rd</sup> Grades

- ❖ 1 Counselor : 9 Campers
- ❖ 9 or 18 Campers per group

### **Barred Owls:** Rising 4<sup>th</sup> / 5<sup>th</sup> Grades

- ❖ 1 Counselor : 9 Campers
- ❖ 9 or 18 Campers per group

### **Great Horned Owls:** Rising 6<sup>th</sup> / 7<sup>th</sup> Grades

- ❖ 1 Counselor : 10 Campers
- ❖ 10 Campers per group

### **Travel Program\*:** Rising 8<sup>th</sup> / 9<sup>th</sup> Grades

- ❖ 1 Counselor : 5 Campers
- ❖ 10 Campers per group

*\*Please see the Owlets and/or Travel Camp sections for more details.*

## FIRST DAY OF CAMP: WHAT TO KNOW

**Forms:** The following items are required to be on file before you attend camp. If we are missing either your Camper Information Form or immunization records, you will be required to complete them before entering the carpool line. Please note, we **must** have current immunization records or exemption documentation before your child can participate in Camp Kingfisher.

- Camper Information Form. This can be found in your Ultra Camp account.
- Current Immunization Records or Exemption
  - If you attended in 2023, this is already on file. If changes have been made, please send new records.
  - Email records to [kingfisher@chattnaturecenter.org](mailto:kingfisher@chattnaturecenter.org)

**Before Camp Email:** A few days before the first day of your camp session—typically the Friday before the session start date—we will email you a digital pick-up pass and the schedules for the following week.

**Camper Updates:** If you need to make any updates or changes to your camper's information after you've registered and completed the Camper Information Form, you may do so by logging in to your Ultra Camp account. Changes may be made until 7 days before the start of your camper's session.

**Buddy Requests:** You may request to be paired with one or two other campers on your camper profile during registration. You may, at any time, log in to your account and make changes to your camper's buddy requests. While we will do our best, we cannot guarantee that campers will be paired together. Please note the following requirements:

- We must receive requests at least two weeks before your session starts.
- Campers must be registered for the same Owl (Age) Group and session.
- 1-week session campers and 2-week session campers cannot be grouped together due to the nature of the programs
  - Any session labeled numerically is a 1-week session.
  - Any session labeled with a letter A – D is a 2-week session.

**Do Not Pair With Requests:** You may also request for your camper to NOT be put in the same group as another camper. We always see each summer as a fresh start, but we understand that there may be circumstances outside of camp that might hinder a camper's experience. You may submit a do not pair with request through your Ultra Camp account. As long as the session you are registering for has more than 1 group we will honor these requests. If we are unable to honor it, we will reach out to discuss further options.

## CAMPER DROP OFF AND PICK UP

\*EXCLUDING OWLET AND TRAVEL PROGRAM. PLEASE SEE THE OWLET AND TRAVEL PROGRAM PAGES FOR MORE INFORMATION

### Drop-Off: 8am to 8:50am

Drop-off will be carpool-style. **Only camp participants are allowed to exit their vehicle.**

If you need extra time for goodbyes or getting ready, please park in a parking spot prior to entering the carpool line.

Adults will be asked basic information such as the camper's last name to complete camper check-in with staff.

### Pick-Up: 3:45pm to 4:45pm

Pick-up will also be carpool-style and one of the following is required to check out campers:

- Digital pick-up pass (emailed to primary contact before the camp session begins)
- A photo ID that matches one of the primary, secondary, emergency, or pick-up contacts (originally set up during registration, may be updated prior to camp)

If someone else is picking up your camper, we recommend forwarding your digital pickup pass via email or by sending a screenshot to your authorized pickup person.

### Late Drop-Offs and Early Pick-Ups:

If you need to drop off your camper late or pick them up early, please let us know in advance by telling the check-in staff, [emailing the camp office](#), or by calling the camp cell phone. When you arrive at camp to drop off or pick up, please pull into a Camp space (in the drop-off zone by the red canoe) and follow the signs to the Camp office, from there a admin staff member will assist you.

**There are NO unscheduled pick-ups between 3:15pm and 3:45pm.**

## AFTER CARE NOW AVAILABLE

Aftercare is now available from 3:45 pm- 5:45 pm for campers who are in the full-day rising K- rising 7<sup>th</sup> grade programs. All campers who are signed up for the aftercare program will stay and play in the gym with a limited number of camp staff.

- Parents will be asked to walk inside and provide the pick up pass, or photo ID to pick up their camper(s)
- After care will be \$100 per camper, per session

## WHAT TO BRING TO CAMP

### Necessities

#### (PLEASE LABEL EVERYTHING)

- **Water Bottle:** Reusable with only water
- **Comfortable Clothing:** Clothing that is appropriate for hot weather, outdoors, and water activities.
- **Closed-toe, Closed-heel Shoes:** Tennis shoes, sneakers, hiking shoes, etc.
- **Lunch and 2 Snacks:** Packed separately and labeled.
- **Swimsuit and Towel**

### Extras

- **Change of Clothes/Shoes:** (including underwear) Your camper may get wet/dirty.
- **Sunscreen, if Needed:** We will apply 2 or 3 times daily.
- **Rain Jacket:** If rain is in the forecast.

- **Bug Spray:** You may apply before coming to camp, but staff cannot assist your camper in reapplication.
- **Toys, Electronics (Including Smart Watches and Phones), Trading Cards, and/or Money are not Permitted and may be confiscated.**
- **Valuables:** We cannot replace lost or stolen items.

## WHAT TO LEAVE

(DO NOT BRING  
TO CAMP)

## LOST AND FOUND

Camp Kingfisher cannot be held responsible for lost items. Please help your camper(s) take responsibility for their belongings, do not bring valuables to camp, and **LABEL EVERYTHING**. We try to match labeled items to campers and will have a Lost and Found table set up during pick-up every Friday. Lost and Found items are held in the camp office for two weeks after each session before being donated to charity.

## WATER ACTIVITIES

### SWIMMING

All groups swim daily in our Junior Olympic-sized pool (3ft. to 12 ft. with a rope divider)

At least two American Red Cross-certified lifeguards are on the pool deck at all times, with counselors stationed in the water and on the pool deck.

Deep End Swim Check: Available to Barn, Barred, and Great Horned Owl campers who wish to swim in the deep end (5ft. to 12 ft.). On the first day of the session, campers swim the width of the pool without stopping or touching and tread water for 60 seconds.

Campers who choose not to swim will have limited self-directed activities in the shade.

**If your child requires a floatation device to swim, they must bring it with them.**

### CANOEING

Canoeing takes place on Kingfisher, Beaver, and Heron Ponds and is led by certified canoe instructors.

All campers and staff are required to wear Personal Floatation Devices (PFDs) on the docks and ponds.

Screech and Barn Owls canoe twice per week with an adult or teen supervisor in the boat.

Barred Owls canoe 3 times per week with staff supervising from boats.

Great Horned Owls canoe 3 to 4 times per week and have the option of adding on a river trip during their second week of a two-week period. Staff supervises from boats.

**POOL RULES:** The pool is an area of camp with an increased potential for fun as well as for injury. It is important for all campers to abide by the following rules when using the pool and locker rooms:

- Always listen to lifeguards and counselors.
- Walking only.
- No horseplay (wrestling, chasing, etc.)
- No teasing, bullying, or name calling.
- Leave your things in a cubby, not on the ground.
- Change and exit the locker rooms without playing.

If campers are unable to follow the rules at the pool, they may be asked to sit out during a portion of their swim time.



## LATE NIGHT OPPORTUNITIES

MORE INFORMATION WILL BE GIVEN OUT DURING YOUR CAMPER'S SESSION

### Tentative Dates:

Wednesday, June 12<sup>th</sup>

Wednesday, June 26<sup>th</sup>

Wednesday, July 10<sup>th</sup>

Wednesday, July 24<sup>th</sup>

Available Barred Owls and Great Horned Owls Attending 2-Week Sessions

**|BDO:** 2A, 2B, 2C, 2D, & Art 2D|

**|GHO:** 2A, 2B, 2C, 2D, Survival 2A, Survival 2B, Survival 2C, Survival 2D, & Grow 2B|

The sessions above will have the opportunity to experience Camp Kingfisher at night! This experience is optional. Campers may only attend the late-night experience for the session they are enrolled in.

## CAMPER EXPECTATIONS

We want every camper to have an unforgettable, fun-filled experience at Camp Kingfisher. To succeed in this, we have established expectations that must be followed by all campers. Please make sure that your child is familiar with these expectations prior to attending camp with us.

These expectations also extend to the internet and social media.

---

### Respect Yourself:

- Drink water and always bring your water bottle
- Try your best and believe in yourself
- Let a counselor know when you need help
- It's okay to make mistakes and learn from them

---

### Respect Camp:

- Listen to your counselors, lifeguards, and all other instructors and follow their directions
- Walk in the gym and at the pool
- Take only what you need

---

### Respect Others:

- Keep yourself to yourself (no violence)
- Speak kindly (no disrespectful language)
- Bullying of any kind, including online, is not tolerated

---

### Respect Nature:

- Observe, but do not bother living things (use eyes, not hands, sticks, etc.)
  - Explore and learn without disturbing habitats
  - Stay on the trails
-

**When campers have difficulty meeting expectations, we will help them get back on track by:**

- 1. Reminders and Positive Feedback:** Counselors will help campers remember what is expected of them and give positive feedback for good choices.
- 2. Discussion of Consequences:** When expectations are regularly not met, we explain the consequences of each camper's choices and give them another opportunity to succeed.
- 3. Removal from Group:** A camper who continues to not meet expectations is removed from the group for a short time. This time is supervised by a staff member at a designated spot.
- 4. Administrative Attention:** Continuous issues are brought to the attention of an administrator. If an administrator intervenes, you will be notified at pick-up or via phone call. Administrators at camp include the two Co-Directors, the Registrar, the Program Coordinator, and the Head Counselors.
- 5. Parent Conference:** If behavior does not change, the camper, parents, counselor, and administrator will meet to discuss solutions.
- 6. Contract:** In rare cases that the behavior still does not change, the camper, parents, counselor, and administrator will develop a behavioral contract.
- 7. Dismissal from Camp:** If a behavioral contract is broken, the camper will be asked to leave camp and return the following summer, making new and better choices.

*If you have questions about our behavioral strategies, please contact one of the following Camp Co-Directors:*

*Debby Head:*

[\(770\)992-2055 ext. 232](tel:(770)992-2055)

[d.head@chattnaturecenter.org](mailto:d.head@chattnaturecenter.org)

*Laura Viator:*

[\(770\)992-2055 ext. 234](tel:(770)992-2055)

[l.viator@chattnaturecenter.org](mailto:l.viator@chattnaturecenter.org)

## BIRTHDAYS

If your child's birthday falls on a camp day, we will celebrate with them!

If you would like to bring birthday treats, please check with your counselors regarding any allergies or food restrictions in your group. Please make sure they are pre-packaged.

## DRESS UP DAYS

We celebrate the end of each week with the opportunity to dress up. Participation is optional and at your child's comfort level. Please ensure outfits are weather appropriate and can get dirty.

**Please do not send props or cover your child's face.**

**Week 1: Friday, May 31<sup>st</sup>** Crazy Head to Toe Day

**Week 2: Friday, June 7<sup>th</sup>** Tie Dye Day

**Week 3: Friday, June 14<sup>th</sup>** PJ Day

**Week 4: Friday, June 21<sup>st</sup>** Movie Character Day

**Week 5: Friday, June 28<sup>th</sup>** Decades Day

**Week 6: Wednesday, July 3<sup>rd</sup>** Rainbow Day

**Week 7: Friday, July 12<sup>th</sup>** Career Day

**Week 8: Friday, July 19<sup>th</sup>** Camo Day

**Week 9: Friday, July 26<sup>th</sup>** Favorite Sports Team Day

**Week 10: Thursday, August 1<sup>st</sup>** Beach Day

## LUNCH

### Please keep in mind:

- Lunches are stored indoors, in the air-conditioned gym, but not refrigerated.
- Campers do not have access to a microwave.
- Please pack any necessary eating utensils—Camp Kingfisher does not provide silverware.

At Camp Kingfisher, we encourage campers to be friends of the earth. Our goal is to have as little trash as possible, and we appreciate any effort your family makes to reduce waste at camp.

## OWLETS (4-YEAR-OLDS)

Owlets is a half-day program for 4-year-old campers. Hours are 8:30am to 12:30pm. After care is not available. Groups of 10 campers and 2 counselors will explore nature, hike, swim at the pool, play games, and make crafts. There is no canoeing for Owlets.

### First Day of Camp

- **Owlet Camp runs from 8:30am to 12:30pm**
- Drop-off for Owlets is by the pool area (you will be directed on Monday morning to the exact location).
- On the first day parents may walk their camper up to the drop off area to make the drop off process easier.
- You will be able to meet your counselors briefly at drop-off.
- Schedules will be emailed to you the week prior to your session.
- You will be given your camper's t-shirt at pick-up on the first day (for your first session).

### Drop-Off and Pick-Up

- Drop-off and Pick-up are carpool-style.
- Drop-off is at 8:30am at the bridge across from regular camp drop off.
- Owlets swim 1<sup>st</sup> thing at 8:45am, please send your camper to camp in their swimsuit.
- Pick-up is from 12:15pm to 12:30pm in the Owlet nest please follow the signs and your campers counselor will check you out and let you know about your campers day.

## TRAVEL PROGRAM (RISING 8<sup>TH</sup> AND 9<sup>TH</sup> GRADERS)

Travel Program is an adventure camp for rising 8<sup>th</sup> and 9<sup>th</sup> graders. Groups of 10 campers and 2 counselors spend two weeks exploring ours and other nearby states through unique outdoor activities. Drop-off and pick-up times vary depending on the scheduled activity for each day, a schedule with drop off and pick up times will be sent prior to your session start date. Many of our trips include additional waiver please be on the lookout for both the schedule and waivers prior to camp.

Travel Program will meet on the Pool Deck each day, including on the first day of the session. Their drop-off is located by the bridge across from the on-site camp drop-off area.

### First Day of Camp

- Drop-off and pick-up will be carpool style
- When dropping off, please verify your contact information, sign any additional trip waivers.
- Please do not send TP campers with money.
- Please make sure to send a swimsuit, towel, change of clothes, and plenty of food and water daily.

### Drop-Off and Pick-Up

- Drop-off and pick-up are carpool-style.
- Departure times vary, please make sure to check your schedule and be on time. We cannot wait for late campers. If your child will be late or absent, please contact the Travel Program counselors.
- Pick-up will be at the same area as drop-off—over by the bridge until 4:45pm. After 4:45pm, Travel Program campers will go to the gym to wait for pick-up.

**More information, including schedules, trip details, and packing lists will be emailed the week before your session.**

### Off-Site Overnight Tentative Schedule

Session 2A: Thursday, June 6<sup>th</sup>  
Session 2B: Thursday, June 20<sup>th</sup>  
Session 2C: Monday, July 8<sup>th</sup>  
Session 2D: Thursday, July 18<sup>th</sup>