

## PARENT / GUARDIAN INFO FOR CAMP PARTICIPANTS – Apex Baptist Church



**CHURCH ADDRESS:** 110 South Salem St., Apex, NC 27502

### WHICH CREW IS MY CHILD IN?

Each child's crew number is listed on your parent pick-up card. All Crew number assignments are final – we cannot make any changes. BE SURE TO BRING THE CARD or have a picture of it when you arrive at camp, so you know where to drop off your child / children.

### WHERE DO THE KIDS GO AT DROP-OFF EACH DAY?

**Day Session – K – 2nd Grades** start in the Worship Center – main floor area and find their Crew # there.

**Day Session – 3<sup>rd</sup> Grade** start in the Worship Center – upstairs balcony and find their Crew # there.

**Day Session – 4<sup>th</sup> & 5<sup>th</sup> Grades** start in the Fellowship Hall and find their Crew # there.

**Evening Session – K – 5<sup>th</sup> Grades** all start in the Worship Center – main floor area and find their Crew # there.

### HOW DOES MY CHILD GET CHECKED IN EACH DAY?

Once in their Crew, a Crew Leader will give them their name lanyard for the day, which is their check-in. *Your child should leave the lanyard with their crew leaders at the end of each day.*

### WHEN CAN I PICK UP WHAT MY PARTICIPANT NEEDS (& ITEMS FOR THOSE VOLUNTEERING)?

There are 4 opportunities to pick up needed items this year:

**Friday July 17<sup>th</sup>** 4pm – 6pm by the Fireplace at the church.

**Saturday July 18<sup>th</sup>** 9am – 12pm by the Fireplace at the church.

**Sunday July 19<sup>th</sup>** 8:30am – 12:30pm in the Main Office at the church.

**Monday July 20<sup>th</sup>** beginning at 8:30am at the Café area of the church.

### WHAT DO I DO IF I DON'T PRE-RETRIEVE MY INFO?

**If you have pre-retrieved your packet, just proceed to your child's drop-off location when you arrive for the first day of camp.**

Otherwise, on Monday morning, items needed will be available beginning at 8:30am. Enter through our rear, main doors, and you will be directed to the Café area.

### WHERE DO I PARK?

We ask that you park in one of our rear lots which are along S. Salem and Holleman Street. Then make your way up to our rear, main doors at the corner of S. Salem and Holleman Street and enter there (we will have signs to direct you).

## HOW DO I PICK UP MY CHILDREN?

1. Return to the general area where you dropped off your child / children. Signs there will show you how to line up.
  2. When you get to the specific crew your child is in, show the Crew Leader your Parent Pick Up Card and your child will be released to you.
  3. If you have additional children, repeat steps #1 and #2 until all children are picked up.
- **Children MUST BE PICKED UP promptly** at the session end (12pm for the day session or 8:30pm for the evening session).
  - **If you lose or do not have your Parent Pick-Up Card** (and do not have a picture of it), a staff member will have to be called to view your photo ID in order to release your child to you.
  - **If you are giving another person permission to pick up your child**, they must either have the Parent Pick Up card in-hand, or must have a picture of it.
  - **You must come inside to pick up your child / children.** No children will be released to meet you in the parking lot.

## WHAT IF I NEED TO PICK UP MY CHILD EARLY?

Come inside and head to the Main Office. Staff or designated volunteers will locate where your child is at that time and escort you to them. You still need to show your Parent Pick Up Card for the child to be released to you.

## WHAT IF MY CHILD HAS A MEDICATION TO BE ADMINISTERED?

- If at all possible, we ask that you arrange to administer your child's medication either before or after the session.
- if necessary, or if your child must have an Epi-pen that an adult holds for them, come to the Help Desk and we will have a form for you to complete so that the child's Crew leader can hold the medication and administer it.
- **IT IS YOUR RESPONSIBILITY** to pick up the medication from the Crew Leader at the end of each day, during the pick-up process.

## WHAT SHOULD MY CHILD WEAR?

- This year's theme is Rainforest Falls, so we recommend fun, tropical colors (completely voluntary).
- Clothing should be comfortable enough to easily move around, sit on the floor, run during games, etc.
- PLEASE have your kid's wear closed toe shoes that they can run in.

## WHY ISN'T MY CHILD'S REQUESTED FRIEND IN THEIR GROUP?

- The requested friend did not register to attend.
- The requested friend is in a different grade.
- The requested friend is attending a different session.
- The friend requested a different friend than your child and it was not possible to group everyone together.
- One of the children's friend requests created a chain that was too large to accommodate in one group.
- The friend is not in attendance today.