



MIKE MILLER-MERCER | Camp Director

BECKY WILLIAMS | Extended Day Director

LADONNA GORDY | Assistant Camp Director

CHELSEA TARVER | Assistant Camp Director

COREY MATTHEWS | Operations Director

GENERAL INFO

REGISTRATION

Summer camp registration is available online at **HTTRINITY.ORG**.

Please note that ALL DEPOSITS must be made within 72 hours of registration to secure a place in the camp. If the deposit is not paid, the registration will be cancelled and your camper will lose the slot in the session. There will be no exceptions to this rule. All deposits are applied to the cost of the camp tuition, are nonrefundable and cannot be transferred to another camper. The remainder of the camp tuition must be paid in full by May 10th, 2019.

Your camper will not be able to attend camp if the tuition is not fully paid at least 72 hours before the start of camp. Any registrations after May 10th, 2019 must be paid in full within 72 hours after the time of registration. For questions on registration process, please contact summercamp@htrinity.org. A \$25.00 fee will be charged for returned checks and there will be a \$25.00 fee per camp registered, for late payments after your scheduled session begins.

WITHDRAWAL / REFUND POLICY

Campers must be withdrawn from the camp session no less than three (3) weeks before the start of camp to be eligible for a refund of camp tuition (less the non-refundable deposit). All withdrawals must be made in writing and submitted to the Summer Camp Director no less than three (3) weeks before the start of the camp in question, otherwise the parent/guardian is responsible for the full tuition. According to this policy, there will be no refunds on registrations made less than three (3) weeks before the scheduled camp in question.

CAMP CANCELLATION POLICY

If a camp is cancelled due to inadequate numbers of campers for a viable session, you may reschedule your camper to another session without incurring a schedule change fee. However, you will be responsible for any difference in tuition costs. If you choose not to reschedule your camper, you will receive a full refund, including the deposit.

WAIVER FORMS

Please print camper's waiver form from the

registration site and submit it within one week of online registration. Some camps require additional waivers; these will be provided one week before camp week starts and they will be available on the Holy Trinity website, www.htrinity.org. This form provides the Camp Directors with the camper's emergency contact information.

PERSONAL APPEARANCE

Comfortable, casual clothing and sneakers (no sandals, flip-flops, wheelies, or slippers) should be worn for all activities. Please leave all jewelry and valuables at home. Please be sure that all items your child brings to camp are clearly labeled with his/her name. This includes tote bags, swimsuits, towels, hats, etc.

SCHEDULE CHANGE FEE

A schedule change fee will be charged if a camper elects to change his/her camp choice after May 10th, 2019. A \$25.00 fee is charged if the change is from a full-day camp to another full-day OR half-day camp. A \$15.00 fee is charged if the change is from a half-day camp to another half-day OR full-day camp.

CONTACT INFORMATION

PROGRAM DIRECTOR: Mike Miller-Mercer
summercamp@htrinity.org • (301) 464-3215

EXTENDED DAY DIRECTOR: Becky Williams
beckyw@htrinity.org



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BEFORE AND AFTER CARE

There is a late pick-up fee of \$2.00 per minute payable to the staff member on duty for each minute after 6:00pm. This fee must be paid on or within 24 hours of the evening of late pick-up. Holy Trinity does not provide care after 6:00pm. If a parent is asked to meet with the Director of Extended Day more than twice within a week, then the camper will be unable to remain in the Extended Day Program and all monies will not be refunded. Fees are non-refundable and hours not used will not carry over to the following week. Any families with three (3) or more siblings in the same camp week(s) will receive free before and after care services. This privilege does not extend to extended family mem-

PLAN	HOURS	WEEKLY FEES
Plan 1: AM	7 AM – 8:45 AM	\$45
Plan 2: PM	3:15 PM – 6 PM	\$70
Drop-In Rate	(Refer to Above)	\$6/hour

bers or friends who may be visiting the family for the summer. Snack is provided in the Extended Day Program. There will be organized outdoor play, free play time, and other activities.

INCLEMENT WEATHER

In the event camp must be closed due to inclement weather, please listen to WTOP radio, view the HT website at htrinity.org, or call the main office at 301-464-3215.

ARRIVAL/DISMISSAL

Rooted Hawks will enter through the main entrance and be dismissed through carline (campers will be escorted to their car). Growing Hawks will enter through the main entrance and be dismissed in carline (campers will be monitored and escorted to their car if necessary.) Flying Hawks will enter through the main entrance and be dismissed in carline. ALL campers who are not picked up by 3:15pm will be sent to Extended Day and fees will be charged. Please see FAQs page for more details.

TOYS AND ELECTRONIC GAMES

No iPod, cell phone, iPad, Kindle, Nook, MP3 player, electronic games, or other toys are allowed at any of the camps.



This brochure, as well as other important details about each camp, is posted on our website at HTRINITY.ORG.

FREQUENTLY ASKED QUESTIONS

What should my camper wear to summer camp?

Campers should wear loose fitting, light weight, and if possible light-colored clothing. All campers should wear sneakers. **Flip-flops and open-toed sandals are permitted on pool days only.** We will specify in the Monday newsletter when swimsuits or additional clothing is needed for each week.

Will my camper need a snack and lunch?

ROOTED & GROWING HAWKS

YES! Each camper should bring a morning snack, water bottle, and bagged lunch to camp each day. However, hot lunch will be available for purchase several days a week (*details will be provided in the e-newsletter*).

FLYING HAWKS

If the camper is in an all-day camp or are enrolled in both the morning and afternoon camps for the same week, they need to bring a bagged lunch. However, hot lunch will be available for purchase several days a week (*details will be provided in the e-newsletter*). Snack time will be at the discretion of the camp instructor.

Will I get an agenda for my camper's week?

YES! Each Friday before your camp, a newsletter that outlines the week's events including off-campus field trips will be sent home with each camper.

What additional waivers are needed?

GROWING AND FLYING HAWKS

Some off-campus activities require a signed waiver that will be emailed to registered campers. If your child does not have completed and signed waiver forms on Monday morning, he/she will not be able to participate in that camp for the day. He/she will be assigned to another camp.

What if my child needs medication during their stay at camp or what if I would like to leave preventative medicine?

All medication, clearly labeled in original container and with clear written instructions, should be given to the Summer Camp Director. Holy Trinity Summer Camp works under a "self-administer" policy as regulated by the Maryland State Department of Health. This means that all medication will be stored with the Camp Director, but the camper must physically take the medication himself or herself.

What are the morning drop-off and afternoon pick-up procedures at the Daisy Lane campus?

Summer camp begins each day at 9:00am.

ROOTED HAWKS

On their first day of camp, each camper will be given a name badge with a color group and a homeroom.

We ask that parents allow the assistants to walk the campers to the gathering space for the morning round-up.

GROWING HAWKS

Primary School campers will walk to the gathering space till 9am. At 9:10am they will be dismissed to their morning classes.

FLYING HAWKS

High School Prep campers will walk to the gathering space till 9am. At 9:10am they will be dismissed to their morning classes.

Campers arriving before 8:45am (Extended Day)

ROOTED HAWKS should be escorted to the The Daisy Lane School wing. Growing and Flying Hawks should check in with an Extended Day employee. Arriving before 8:45am will incur charges additional to camp tuition.

Campers arriving at or after 8:45am

ROOTED HAWKS should proceed to the The Daisy Lane School wing and the assistants will take them to their color group area. Their

homeroom teacher will be present to welcome and answer any questions.

GROWING AND FLYING HAWKS should proceed to the Gathering Space till 9:10am.

Pick-up between 3:00-3:15pm

GROWING AND FLYING HAWKS

Any camper that will be picked up between 3:00-3:15pm should go to carline. Cars should form two lines in front of the main doors. A staff member will bring the campers out at 3:05pm. When the whistle blows they will be allowed to load into the cars. Cars will then proceed to leave one row at a time.

ROOTED HAWKS

Parents are asked to park in the The Daisy Lane School parking lot and come in through the Daisy Lane School doors to pick up their child.

Pick-up AFTER 3:15pm

At 3:15pm, any camper left in carline will be sent to extended day. If your child is in Extended Day – you should park your car, come into the building at the main doors, and sign out your camper.

What if my camper only has a half-day camp?

Flying Hawks are the only group that has the option of half-day camps. A worker (Adult) will be at the main doors each day between 11:45am-12:40pm for campers who are leaving / coming during that time. There will be a sheet for them to sign in or sign out. Morning campers are allowed to stay for lunch but must be picked up by 12:20pm. Parents/guardians must come to the door to pick up their campers. Afternoon campers are allowed to come for lunch but cannot be dropped off before 12noon.

CALL US WITH QUESTIONS AT
301.464.3215