**Purpose and Goals:** The DFC Tennis Camp is dedicated to improving the fundamental tennis skills, match play, and conditioning of beginner to intermediate players ages 4-15. By creating a positive and fun learning environment, we strive to empower young players with the appreciation and skill to continue tennis as a lifetime activity.

**Staff:** The DFC Tennis Camp is administered by professional tennis staff of the Duke Faculty Club. The club’s teaching professionals and highly motivated camp counselors provide hands-on instruction and quality programming while maintaining a low camper to staff ratio. All staff are trained in CPR/AED and First Aid and attend a pre-camp training which includes information on effective communication tools, age appropriate activities, disciplinary expectations, conflict resolution, motivational techniques, children with special needs, and on-site emergency procedures. Ongoing staff training occurs throughout the summer to reinforce the skills taught at training. Ongoing staff training occurs throughout the summer.

**Cancellation and Refunds:** All Tennis Camp cancelations must be made through email with the Camp Director, Mike Wojtkowski (mike.wojo@duke.edu). Cancelations or transfers must be made no later than the Monday prior to the enrolled session to allow for a partial refund or transfer to another week, space permitting. Any requests to transfer between DFC camps are subject to a $25.00 transfer fee. All cancelations are subject to a $50.00 fee. Transfers within one week of the enrolled session will not be permitted. Refunds will not be given for any cancelations for camp or additional programs made within one week of the enrolled session.

**Registration:** Eight one-week sessions are offered June through August 2016. A registration form and 50% deposit must be turned in to the main office for each camper to secure a spot. **Full balance for all enrolled sessions is due by June 6, 2016.** An additional $100 late fee will be added to any remaining balance after this date. Any new registrations received after June 6 will require payment in full to secure a spot. Please refer to the registration form for prices, payment schedules, and deadlines.

**What Campers Should Bring:** Campers should come to camp dressed for a full day of fun and tennis. To ensure your child’s item returns home with him/her, please label items with your camper’s name. Every day, campers should bring:

- Play clothes and athletic shoes **(no sandals, crocs, flip-flops, or dress shoes)**
- Tennis racquet
- Sunscreen, bathing suit, and towel
- Bagged lunch (unless enrolled in the lunch option)

Snacks such as fruit snacks, crackers, and granola bars are provided at mid-morning and mid-afternoon. **Please note:** The snack bar is not open to campers during camp hours.

**What Not to Bring:** All campers’ backpacks, lunches, and personal belongings are stored in cubbies at the activities building. Since we have plenty of activities planned throughout the day, campers do not need to bring any toys from home. We ask that your camper not bring any of the following to camp:

- Cell phones, tablets, iPods, handheld video games
- Sporting equipment
- Trading card collections (e.g. Pokemon)
- Water guns and other toys
- Books
Camp Information

Morning Check-in:

- Half Day & Full Day Camp: Campers begin their day with drop-off at the picnic shelter. Campers not enrolled in morning extended camp are to be dropped off between 8:30am-9:00am. Checking in your camper at any other time should be done at the DFC main office. Early morning extended camp check-in is in the activities building.

- Tiny Tots Camp: Check-in and check-out for Tiny Tots camp is done at the hard courts closest to the playground (Courts 7 & 8). Check-in is between 8:20am-8:30am and check-out is at 9:30am. If the hard courts are wet, Tiny Tennis will be held on the clay courts. Tiny Tennis Camp is only four days (Monday-Thursday), and Friday will be used a rain make-up day if necessary.

Afternoon Check-out: A parent/guardian or authorized individual whose name is written on the Camper Registration Form are the only people who will be able to sign out a camper.

- Half Day Camp: Afternoon check-out will take place at the patio next to the pool entrance at 1:00pm. Signing your child out at any other time must be coordinated with the Tennis Director.

- Full Day Camp: Afternoon check-out will take place at the picnic shelter 3:15-3:45pm. Signing your child out at any other time must be coordinated and communicated with the Tennis Director. Extended camp check-out is done downstairs in the activities building.

Extended Camp Hours: Parents who wish to drop-off their campers as early as 7:30am (Half/Full day camp) and/or pick them up as late as 5:30pm (Full Day camp only) can enroll in extended camp. Due to the varying frequency of children arriving and being picked up, these hours are not as programmed as a normal camp day. Campers will be able to participate in supervised individual or group activities in the activities building, the playground, and outdoor basketball courts.

Camp T-shirts: All campers will receive one camp t-shirt for the summer which will be distributed at their first session of camp. We ask that campers wear their camp t-shirt on Friday for the group picture.
Weekly/Daily Lunch Option: Parents have the option to pre-order bagged lunches for the weeks their child attends camp. All bagged lunches will have the following options:

- Choice of sandwich (ham/turkey and cheese or peanut butter and jelly)
- Choice of snacks and fruit (chips, apple slices, granola, etc)
- Choice of drink (bottled water, juice, or Gatorade)

There are three ways to register:

- Pre-register by choosing the bagged lunch option with camp registration ($30/week)
- Register within one week of the camp session ($40/week)
- Register at check-in day-of for the daily option ($8/day)

Two weeks before each enrolled session, all parents will receive an email with the weekly lunch menu. If you do not pre-register on your camp registration, you will have the option of registering for lunches at this time.

Camp cookouts and picnics will take place during sessions 1, 2, and 6 on June 17th, June 24th, and July 22nd. Campers will not have to bring lunch on those days. If you have registered for the lunch program, we will still provide the bagged lunch.

Swim Lessons: Swim lessons are available to rising 1st-3rd grade campers at an additional cost of $50/week. Swim lessons are held for 30 minutes during camp pool time and facilitated by the DFC swim instructors. There will be four lessons in a session (Monday-Thursday), with Friday as a make-up day for days camp could not make it to the pool (e.g. field trips, inclement weather, etc.). No refunds or credits will be provided for missed lessons.
Camper Safety

Inclement Weather: On days of inclement weather, all activities will be moved indoors. Camp staff are trained on where to take the campers in cases of inclement weather and are responsible for indoor activities.

Illness: Please do not bring your child to camp if he/she has a fever or communicable disease. If your child develops the above symptoms while at camp, we will notify you or (if necessary) your emergency contact immediately. Your child will remain in a designated quiet area with a counselor until he/she is picked up.

Medications: All prescription and non-prescription medication shall be administered to your child by the camp staff. Campers are not allowed to keep medication in their personal packs/bags or lunch bags. All medication is to be checked in with the camp director each morning and checked out each afternoon, unless you want to leave it at camp. Listed below are the medication guidelines:

- All medication shall be in the original container with the prescription label or direction label attached.
- All medication shall be accompanied by written note containing the permission for the staff to administer the medication, dosage information, and times and dates to be given to the child.

Emergencies: In the case of an emergency or accident involving your child, you or (if necessary) your emergency contact will be notified immediately by a DFC administrator. All members of the camp staff are trained in CPR/AED and First Aid. On your camp registration form, you will list medical conditions that the camp or emergency services personnel may need to know. Please notify us if there are

Sun Protection: To help beat the heat, DFC camps have built in sunscreen times, frequent water breaks, indoor and shaded activities, and pool time daily. In certain weather conditions, sometimes these efforts are not enough. Some suggestions for helping us keep your child safe in the high temperatures include:

- Applying sunscreen before coming to camp
- Have your child drink water in the evening to rehydrate after a long day at camp
- Send a hat with your camper to help keep the sun off their face
- Send a rash guard or swim shirt for pool time to help with sun protection

Contact Information:

- Duke Faculty Club Main Office (919-684-6672)
- Tennis Camp Director Mike Wojtkowski
  (mike.wojo@duke.edu)
Every day, DFC tennis campers participate in a wide range of drills, games, and activities that are geared to improve consistency, accuracy, power, and movement. The day is divided into four variable activity blocks and a daily swim session.

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30-8:30am</td>
<td>Extended Camp in the activities building</td>
</tr>
<tr>
<td>8:30-9:00am</td>
<td>Morning check-in (at the picnic shelter) *HD and FD Campers only</td>
</tr>
<tr>
<td>9:00-10:00am</td>
<td>Tennis instruction, drills, and clinics</td>
</tr>
<tr>
<td>10:00-10:15am</td>
<td>Morning snack</td>
</tr>
<tr>
<td>10:15-11:30am</td>
<td>Tennis instruction, drills, and clinics</td>
</tr>
<tr>
<td>11:30am-12:00pm</td>
<td>Lunch</td>
</tr>
<tr>
<td>12:00-12:45pm</td>
<td>Pool time</td>
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<tr>
<td>12:45-1:00pm</td>
<td>Pick up for Half Day camp (Patio)</td>
</tr>
<tr>
<td>1:00-2:00pm</td>
<td>Tennis activities/indoor games in the activities building</td>
</tr>
<tr>
<td>2:00-3:15pm</td>
<td>Tennis games, matches, and point play</td>
</tr>
<tr>
<td>3:15-3:45pm</td>
<td>Afternoon check-out and pick-up (at the picnic shelter)</td>
</tr>
<tr>
<td>3:45-5:30pm</td>
<td>Extended Camp in the activities building, basketball courts, and playground</td>
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</tbody>
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**Games and Sports:** Although the majority of the day is focused on tennis, a variety of non-tennis specific games and activities may be mixed in throughout the week. Organized sports such as soccer, basketball, floor hockey, wiffle ball, and kickball to informal activities such as tag, capture the flag, gaga, and four square are not only fun and active, but they complement the foot skills, strength, and hand-eye coordination needed to be successful in tennis.