



## KinderCamp Handbook

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The DFC KinderCamp is a 9-week fun, recreational adventure for rising kindergarten students. Our goal is to provide a safe, exciting, active, and enjoyable summer experience. By incorporating games, sports, swimming, arts and crafts, nature, and creative activities, we aim to provide new, interesting, and above all FUN environments. This packet contains all the pertinent information you will need to register your campers, the weekly themes with descriptions, and day-to-day happenings at DFC Camp.

## CourtReserve Pre-Registration

- Parents/Guardians may begin the camp pre-registration process at any time, regardless of membership status. *Note – you will NOT be able to register for camp weeks until your registration date.*
  - o **IMPORTANT: When editing your CourtReserve profile, DO NOT check the “unsubscribe from my Club/Organization’s Emails/Alerts/Newsletters” box. We use CourtReserve for camp announcements and by checking this box you will not receive important camp information.**
- Required, pertinent information like emergency contacts, approved pick-ups, insurance information, as well as camper’s individual information (allergies, restrictions, etc.) will be attached to the CAMPER’S profile. Because of this, parents/guardians will need to edit the camper’s profile, which can be accessed through their Member Portal. More information on this can be found in the Camper Safety section of the Handbook.
- Non-Member families need to create a CourtReserve account. Requests can be made [here](#). In order to ensure a smooth registration process, requests should be made PRIOR to non-member campers’ registration on February 25. Processing time for a non-member account request will take 2-business days.

## Registration

- KinderCamp is for campers that are going into kindergarten in Fall 2025.
- Registration for DFC members begins on **Wednesday, January 28**.
- Registration for non-DFC members begins on **Wednesday, February 25**.
- Registration will be through [CourtReserve](#). An online registration form must be completed as well as a non-refundable 50% deposit. **The full camp cost must be paid by June 1.**

## Cancellations, Transfers, and Refunds

All DFC Camp cancellations must be made through email with the DFC Camp Director, Joanna Bertram ([joanna.bertram@duke.edu](mailto:joanna.bertram@duke.edu)). Cancellations made prior to June 1 will receive 50% of their camp tuition back. **No refunds or credits will be given for cancellations on or after June 1.**

Transfer requests must be made in writing to the Camp Director and are subject to availability. All transfers are subject to a \$25 transfer fee in addition to the price difference if transferring between a 4-day week and a 5-day week.

## Camp Costs

Camp Fees	Early Bird: January 28- February 24	Registration on or after February 25	Optional Add-Ons for all Campers
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DFC Members			
Weekly Session	\$290	\$315	PM Extended Camp (4:00-5:30pm) - \$80/week; \$25/day
**Four-Day Week	\$235	\$255	PM Extended (4-day Camp) - \$65
Non Members			
Weekly Session	-----	\$340	Swim Lessons - \$60/week
**Four-Day Week	-----	\$275	Weekly Bagged Lunch - \$40/week or \$10/day
** Camp session shortened due to holiday			

## Camp Information

DFC KinderCamp runs from 8:00am-4:00pm. Morning check-in runs from 8:00-9:00am. Afternoon check-out runs from 3:00-4:00pm. Check-in and check-out are at the picnic shelter.

### Morning Check-in

Campers should be checked in at the picnic shelter or by the camp staff located in the lower loop of the parking lot. This alternative provides a curbside drop-off so you do not have to park. Checking in campers after the 8:00-9:00am window should be done at the DFC main office.

### 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. A photo ID is required to pick up a camper. Afternoon check-out is at the picnic shelter (or inside the lower level of the activities building in inclement weather) between 3:00-4:00pm. There is no curbside pickup offered for check-out. Signing your child out at any other time must be communicated in advance with the Camp Director.

### Extended Camp Hours

Parents/Guardians who wish to pick up their campers as late as 5:30pm can enroll in Extended Camp. Due to the varying frequency of children being picked up, these hours are not as programed as the normal camp day. Campers will be able to participate in the supervised individual or group activities. We do not offer Extended Camp by the day; you must enroll for the entire week. Extended camp costs \$75/week. **NEW THIS SUMMER Extended Camp Daily Option:** Families will now be able to register for extended camp by the day. To register for the daily option, please see the information sent out in your camp's weekly newsletter (sent the Wednesday before your camp week). The cost of the daily extended camp will be \$25/day.

### Camp Staff

The DFC KinderCamp is administered by professional staff members of the Duke Faculty Club. The counselors and other staff members are highly motivated individuals who have previous experience working with children. The camp 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. To ensure quality programming and increase child safety, we maintain a low child to staff ratio.

## Camp Newsletter

A week specific newsletter will be emailed to parents/guardians on the Wednesday before that camp session. The week specific newsletter will contain information about the camp's theme, special events, and other important information. The activity schedule will vary by day, time, and group.

## Camp T-shirt

All campers will receive one camp T-shirt which will be distributed on the Tuesday of their first session at camp.

## What Campers Should Bring to Camp

Campers should come to camp dressed for a full day of fun, games, and pool time. To ensure your child's items return home with them, please label items with your camper's name. Every day campers should bring:

- Play clothes and closed-toed or athletic shoes
- Sunscreen, bathing suit, and towel
- Bagged insulated lunch (unless enrolled in the lunch option)
- TWO snacks (one morning and one afternoon snack)
- Full water bottle

## What Campers Should NOT Bring to Camp

Campers' backpacks, lunches, and personal belongings are stored in cubbies at the activities building. The DFC is not responsible for any items lost, stolen, or damaged at camp. We ask that you not allow your child to bring anything of value to camp including:

- Cell phones, tablets, handheld video games, or Kindles
- Trading card collections
- Water guns and other toys from home
- Books
- Sporting equipment

## Snacks

DFC Camp will **NOT** provide AM or PM snacks for campers. We made this decision to accommodate food allergies and parental preferences.

## Optional Add-Ons

### Weekly/Daily Lunch Options

Parents will have the option to pre-order lunches for Monday through Friday as add-ons to camp registration. All bagged lunches will have the following options:

- Choice of sandwich (ham/turkey and cheese or sunbutter and jelly)
- Choice of snacks and fruit (chips, banana, fruit cup, crackers, etc.)

- Choice of drink (bottle water, juice, chocolate milk, or Gatorade)

There are two ways to register:

- Register the week before camp via the Week Specific Newsletter email (\$35/week)
- Register at daily check-in for the daily option (\$8/day)

## Swim Lessons

Swim lessons are available for KinderCampers at an additional cost of \$50/week. Swim lessons are held during KinderCamp's pool time and facilitated by the DFC swim instructors. There will be four lessons in a session (Monday-Thursday). Friday will be a make-up day for the days camp could not make it to the pool (e.g. inclement weather). No refunds or credits will be provided for missed lessons. DFC Camp swim lessons are designed for campers who already have some swim experience, but are looking to improve basic strokes and increase their comfort level and positive experiences in the water in the group dynamic. These lessons are **NOT** for individuals who have no prior swim experience OR swimmers looking to master strokes.

## Camper Safety

### Required Medical Information & Waivers

Duke University requires all campers to submit health information prior to attending camp. Parents/Guardians should fill out this information on the Camper's CourtReserve profile. In addition, Parents/Guardians need to sign the Camp Waiver and Consent to Care form when registering for camp.

- Note – Parents/Guardians will be prompted to sign the waiver when registering for camp. CourtReserve will prompt a waiver signature on the person registering the child (Parent/Guardian), as well as, all children who are AGE ELIGIBLE for the program, **whether or not they are all attending camp.**

### Required Parent Information

Parents/Guardians are required to include AT LEAST one local emergency contact other than themselves. The DFC will contact this person in the event of an emergency should both parents be unreachable. In addition to Emergency Contacts, parents/guardians should add any person authorized to pick up their child(ren) from DFC Camp. All Emergency Contacts and Authorized Pick Ups should be listed on the parent's CourtReserve profile.

## 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 staff member. All members or the camp staff are certified in CPR/AED and First Aid.

## Medications

You must submit authorization from a licensed health care provider (ie, a prescription) for all

medications campers will bring to camp. All medications must be brought to camp in their original packaging, and must be checked in with camp staff on arrival day to be securely stored. Campers may (and are encouraged to) keep with them urgent-need medications such as inhalers, epinephrine, insulin, and glucagon devices. Please inform camp staff at check in if your camper will be carrying their own medication. Medications not carried by campers will be stored in a secure indoor location where camp staff can access them quickly in an emergency.

## Illness

Campers must be fever free for 24 hours and show no signs of communicable disease to attend DFC Camp. If your child develops symptoms while at camp, you will be immediately called to pick them up. Campers will remain in a designated cool, quiet area with a DFC staff member until they are picked up.

**Refunds, partial refunds, credits, and/or proration will not be made for campers who miss camp due to illness.**

## Sun Protection

To help beat the heat, DFC Camps have built in sunscreen times, frequent water breaks, indoor and shaded activities, and daily pool time. In addition, we recommend taking the following preventative measures at home:

- Applying sunscreen before coming to camp. We will reapply before pool time.
- Have your camper drink water in the evening to rehydrate and in the morning before coming to camp.
- Send a hat and/or rash guard with your camper to help keep the sun off their face and body.

## Inclement Weather

On days of inclement weather, all activities will be moved indoors.

## Typical Camp Day

The DFC KinderCamp offers your camper a variety of activities ranging from games and sports to arts and crafts. Every day, campers will have a collection of week specific themed activities, general camp games, and pool time. Additionally, there will be two snack periods (morning and afternoon), a lunch period (KinderCamp will eat after their pool time), and free time for camper choice activities. Additionally, KinderCamp will have a 30–45-minute rest period around 2pm.

## Pool Time

KinderCamp will swim every day from approximately 11:00am-12:00pm in the main pool. KinderCamp will stay in the shallow end for the duration of their swim time. The shallow end has a maximum depth of 2 feet 9 inches. Because KinderCamp stays in the shallow end, they do not take the swim test.

## Weekly Themes

**Session 1: Sports Spectacular | June 15-18 | Special Event: Splash n' Dash Race & Kona Ice (Friday)**

**No Camp Friday, June 19 in observance of Juneteenth**

Run, jump or dive into summer at DFC Camp! We'll tackle a variety of sports from flag football and soccer to volleyball and everything in between. Get ready to race to the finish line on Friday for our annual DFC Camp Splash n' Dash! We can't wait for you to join our team!

**Session 2: Science Rocks! | June 22-26 | Special Event: Volcanoes**

We make learning exciting with a full week of scientific activities. Campers will make their own ice cream, solar s'mores, volcanoes, and much more. Come explore with us!

**Session 3: Red, White, and Blue | June 29-July 2 | Special Event: Tie Dye (Wednesday)****No Camp Friday, July 3 in observance of Independence Day**

Oh say can you see... how much fun this week will be! We will be celebrating the red, white, and blue with classic games and challenges, slip and slides, patriotic crafts, and tie dye!

**Session 4: Wacky Water Week | July 6-10 | Special Event: Water Inflatable**

When the weather heats up, we stay cool by getting wet! If your child enjoys splishing and splashing, they will love Wacky Water Week. Water is a major part of every activity this week - we'll have water relays, slip n slides, and a camp favorite event - Pool Olympics!

**Session 5: Game Show Gimmicks | July 13-17 | Special Event: Master Chef**

Has your child always wanted to be a game show contestant? Come on down to our Game Show Gimmicks week! We'll throw traditional game shows to the wind this week as we play DFC Camp Feud, Are You Smarter than a Counselor, and Survivor! We will also be SUPER sizing board games and finishing off the week with Master Chef!

**Session 6: Around the World | July 20-24 | Special Event: Amazing Race**

Grab your passports and hop aboard the DFC jet; DFC Camp is going abroad (from the comfort of campus of course)! Join us as we travel to every continent and experience different games, foods, dances and sports from around the world.

**Session 7: Hollywood Happenings | July 27-31 | Special Event: DFC Dance Show on Friday**

5, 6, 7, 8! Campers this week will choreograph, learn, and perform their own dance! This new and exciting week of DFC Camp will challenge campers to work on their teamwork and creativity skills, as well as performing on stage! Campers will also have the chance to showcase their talents during our DFC Talent Show!

**Session 8: Construction and Creation | August 3-7 | Special Event: Cardboard Boat Races**

Has your child ever dreamed of creating their own roller coaster? Do you find them practicing their *Shark Tank* pitch in front of the mirror? This week campers will be encouraged to think outside the box

as they work together to build boats, create their own obstacle courses, and maybe walk the runway in our newspaper fashion show!

**Session 9: Summerfest | August 10-14 | Special Event: Ice Cream Sundae Party**

We've got spirit, yes we do! Activities this week are all about participation, teamwork, competition, sportsmanship, and silly fun! Campers will compete in wacky competitions and exciting challenges that determine who will be the 2025 Summerfest Champions!