



UCI ARC CAMPS

Parent Handbook

UC Irvine Campus Recreation
2025 Summer Camps

Welcome to UCI ARC Camps 2025! (Letter from us!)

To our wonderful Camp Parents & Guardians,

Welcome and thank you for allowing us to be the Camp Home to your child/children for this year's Summer Camp Season! Campus Recreation will be hosting six weeks of summer camp, packed with camp time favorites and exciting fun activities, all to be enjoyed in an exciting and safe environment on the UCI campus.

It has been the dream of UC Irvine Campus Recreation to continue to serve our community in ways that bring to life our Mission, Vision, and Values as a facility that extends to all our families:

Mission

The Mission of Campus Recreation strives to inspire lifelong wellness in our communities, through comprehensive wellness programs, inclusive communities, and exceptional experiences.

Vision

The Vision of the UCI ARC Camps is that all camper youth and young adults have equitable access to recreational summer programs, to provoke an interest in all activities and become successful community-minded adults.

Core Values

- **Community/Inclusion**
 - **Positive Intent**
 - **Empowerment**
 - **Integrity**
 - **Fun**

Camp Philosophy

It is our philosophy and belief that each camper is a unique individual with his or her own rate of development. Our goal is to introduce the campers to as many positive experiences as possible. It is our hope that the experiences we provide will foster creativity and individuality in each camper and encourage an awareness of themselves and others.

Camp Goals and Outcome (Our WHY):

The ARC has established the following **goals and outcomes for all campers:**

- To grow personally and gain a greater sense of his or her own worth.
- To be inspired to live by the character values; caring, honesty, respect and responsibility
- To experience improved personal relationships
- To learn to appreciate inclusion & diversity

- To become better leaders
- To have fun!

The WHY of UCI ARC Camps is to provide a safe, positive, outdoor experiential environment, filled with enriching and enjoyable activities that will nurture our campers in a holistic way! UCI ARC Camps hopes to achieve this by ensuring all campers and staff walk away having learned something new about within our activities (i.e. outdoor education) as well as themselves (i.e. character and socio-emotional development).

Camp Agreement:

As those entrusting us with your child/children while in our care, here are three crucial agreements we will strive to practice and enforce throughout the Summer Camp season:

1. Safety first! Safety is the number one priority for all the campers in our care.
2. Dirt does not hurt, so all campers should come home with it on them...glitter can be considered dirt too.
3. The campers should be sleeping by the time they pull into their driveway at home.
 - a. They are active all day and it is our job to make sure their days are full of fun.

Camp Staff and Instructors:

Our camp staff and instructors—comprised of students, outdoor educators, and recreational professionals—are passionate, skilled, and deeply committed to providing an unforgettable summer experience. Each team member brings proficiency in their specific activity areas, a contagious enthusiasm, and a genuine dedication to connecting with and empowering every camper. Needless to say, they have been counting down the days to welcome your camper(s) for another summer of fun under the sun!

All of our summer camp staff complete comprehensive pre-camp training that includes safety certifications, risk management, emergency procedures, experiential instruction methods, age-appropriate programming, positive discipline strategies, and character development. This preparation ensures a safe, engaging, and enriching environment for every camper.

As you read through our handbook, we hope it offers a clear picture of how our program operates—and helps you and your camper(s) feel fully prepared for the experience ahead.

In creating a vibrant, inclusive, and memorable camp environment together, we continue to grow as a Zot Community so let the best summer ever begin!



Stephie Daquiaoag
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P: (949) 824-1352

All camp questions can be directed to Stephie Daquiaoag via email at sdaquiao@uci.edu

***UCI Campus Recreation Tax ID number is 95-222-6406*

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UCI ARC CAMPS: GENERAL CAMP INFO

UCI Campus Recreation/ARC Address and Check In/Pick Up Location (Parking)

Address

- Campus Recreation (Anteater Recreation Center)
680 California Ave
Irvine, CA 92697

Camp Directory

Front Desk:

- F: (949) 824-1149
- E: camprec@uci.edu

Sales Desk:

- F: (949)-824-3738
- E: camprec@uci.edu

Summer Camp Operations:

- F: (949) 824-1352
- E: sdaquioa@uci.edu

Camp Check In/Out Location and Parking

Check In/Out Location:

- Check In/Out will take place at the front steps leading up to the ARC Front Entrance; indicated as “Here” on the map below.

Temporarily Parking (Drop off/Pick Up)

- During Drop Off/Pick Up, you are able to park in our open and structured parking lots for 5 minutes.
- Long Term Parking:
 - If you want to stay over 5 minutes, you must park in front of the ARC.
 - Parking permits can be purchased at the Kiosks (indicated by the red circles on the map) for \$2 per hour.



DROP OFF/PICK UP POLICY (PARENTAL/AUTHORIZED INDIVIDUALS)

- PARENTS AND ALL AUTHORIZED PERSONS PERMITTED TO DROP OFF AND PICK UP THEIR AND/OR OTHER CAMPERS MUST PROVIDE A VALID PICTURE ID (I.E. DRIVER'S LICENSE, PASSPORT, REAL ID) WHEN SIGNING IN/OUT THEIR CAMPERS
- NO CHILD WILL BE REALISED TO ANY ADULT UNLESS THEY ARE RECOGNIZED AS THEIR RESPECTIVE ADULT AND/OR AUTHORIZED PERSON.
- If any adjustments are needed for the emergency information and/or updates to the Authorized persons, please contact the Camp/Youth Program Director (sdaquioa@uci.edu) who may assist with any updates/changes.

CAMP AT A GLANCE: 2025 UCI ARC CAMPS SUMMER SESSION DETAILS

Registration/Cancellation (CAMPDOCS)

Registrations:

- REGISTRATION MUST BE COMPLETED BEFORE A CHILD CAN ATTEND CAMP.
 - ALL PAYMENT AND HEALTH PROFILES MUST BE 100% COMPLETED BEFORE THE FIRST DAY OF CAMP IN ORDER FOR YOUR CHILD/CHILDREN TO ATTEND.
- Registration is in two parts:
 - Part one: enrollment and selection thru Campus Recreation website
 - Part two: complete camper Health Profile on CampDoc.com one profile per child
- Required Forms
 - Via each camper's Health Profile form, the following MUST be completed:
 - General Information
 - Medical Information
 - Health History
 - Medical Consent Form
 - This Consent Form provides Campus Recreation the authority to call emergency services in case of an emergency or injury related to your child.
 - We ask for medical history that will allow us to best serve your child and their needs.
 - Current medical insurance that is accepted in the United States is required in order to participate in our camps.
 - Vaccination Requirements:
 - Campers MUST be completely up to date on vaccinations in order to attend camp.
 - Those who cannot provide proof of vaccinations will be asked to leave, and refund policy will be enforced.
 - No exemptions, medical or otherwise, will be allowed.
 - Required vaccinations include:
 - DTaP (Diphtheria, Tetanus, Pertussis)
 - Polio
 - Hepatitis B
 - MMR (Measles, Mumps, and Rubella)
 - Consent to Photo and Media Release
 - Social Media Consent is necessary for your child to participate in any photos taken at camp.

- This allows Campus Recreation Marketing to take photos of children participating in our camp programs to use in future promotional items.
- We will never release personal information about our campers such as names, ages, camps associated with any photos used for promotional materials.
- Waiver of Liability (Participant Waiver)
 - This is a general liability waiver required for every participant who enters a campus recreation activity.
 - Adult guardians can indicate specific activities they wish for their child/children not to participate in.
- Code of Conduct
 - This agreement is to ensure that each parent/guardian and camper is aware of the Camp Rules as they will be fully enforced throughout camp.
 - These have been designed to ensure the safety and enjoyment of each camper who attends our program.
 - Please read through these forms carefully. If you have any questions or concerns, please contact Campus Recreation.

Cancellation Policies

General Cancellation Policy:

GENERAL CANCELLATION:

- Payees must give UCI Campus Recreation a written notice five (5) or more business days before first day of enrolled camp week in order to receive 80% refund of registration fees.
- Payees must give UCI Campus Recreation a written notice three (3) business days before the first day of enrolled camp in order to receive 50% of registration fees.
 - Written notice may be submitted via e-mail to the Program Director.
- Failure to notify the Youth Program Director of a cancellation, transfer 3 days prior to camp start date, will make the subsequent payment non-refundable.
- *Exceptions to the cancellation policy will be made on a case-by-case basis and at the discretion of the Youth Program Director.
- Refunds take up to 10-14 business day to be processed, refunds will be placed back to the method of payment with a 20% processing fee.

CASE-BY CASE CANCELLATION SITUATIONS

- Documented Illness/Injury
 - Accompanied by a Healthcare Professional's note, credit may be provided and used towards a future/alternative camp/youth program.
 - Should an alternative program be not applicable, a refund may be issued at the discretion of the Camp/Youth Program Director, not including the non-refundable registration fee.
- Extreme Emergencies (Familial)

- In rare, extreme emergency situations and on a case-by-case basis (i.e. loss of a family member), a credit may be provided to use towards an credit may be provided and used towards a future/alternative camp/youth program.
- Should an alternative program be not applicable, a refund may be issued at the discretion of the Camp/Youth Program Director, not including the non-refundable registration fee.
- Behavioral (Suspension/Expulsion)
 - Safety for all campers and staff is our highest priority, and one potential option may result in campers being sent home either temporarily or for the rest of camp(s).
 - Though it may be taken case-by-case AND at the discretion of the Camp/Youth Program Director as well as our Code of Conduct guidelines (as it applies to both camper and adult guardians), no credit/refund will be provided if a camper is dismissed from camp if their behavior threatens the safety and health of both campers and staff and/or is deemed pervasive and harmfully disruptive.
- Camp Closure (i.e. Inclement Weather)
 - As alternative activities and rotation locations will be implemented should weather conditions prevent activities from occurring outdoors (including the closure of specific areas such as the pool), no credit/refund will be provided.

Absences

- It is important to understand that, once enrolled, this is a spot being occupied by a camper and, thus, reserving the time, space, staff, and provisions for your camper, whether one attends or does not.
- Transfers requests will only be completed if there is space available in the desired camp and taken case by case.

Transfers/Credits, & Refunds

- Transfers requests will only be completed if there is space available in the desired camp.
- Requests for transfers must be emailed to the Camp/Youth Program Director (sdaquiao@uci.edu) within 10 business days prior to the first day of camp to be considered.
- Any billing discrepancies to the UCI Campus Recreation Youth Program Director attention within 60 days after they first appear on my financial statements.
 - After 60 days, all to dispute such discrepancies are waived.
- A \$50.00 non-refundable registration fee will be charged per transaction and the funds are non-refundable.
- Refunds take up to 5-10 business days to be processed.

SAMPLE: General Camp Schedule (Subject to Adjustment):

ARCREATION CAMP

	DAY 1 (WELCOME TO CAMP!)	DAY 2	DAY 3	DAY 4	DAY 5
MORNING (9AM-12PM)	<ul style="list-style-type: none"> Welcome, Orientation Where is Peter? Scavenger hunt Name button making Get to know you 	<ul style="list-style-type: none"> Archery Camp Activity Friendship/P-Cord Survival bracelets 	<ul style="list-style-type: none"> Fencing Climbing Cooking 	<ul style="list-style-type: none"> Pool Time/Coffee Can Ice Cream Machine Contest Field Games/High Ropes 	<ul style="list-style-type: none"> Summer Camp Olympics!
12PM-1PM: LUNCH					
AFTERNOON (1PM-4PM)	<ul style="list-style-type: none"> Tie Dye Solar Beads (UV session)/Water Games Team Flags 	<ul style="list-style-type: none"> Pool Time!!! (Swim Test Day) Solar Oven Smores 	<ul style="list-style-type: none"> Fencing Climbing Cooking 	<ul style="list-style-type: none"> Pool Time/Coffee Can Ice Cream Machine Contest Field Games/High Ropes 	<ul style="list-style-type: none"> Pool Time/Ice Cream Social Closing Camp Activity/Ceremony

ARCVENTUER CAMP

MORNING (9AM-12PM)	<ul style="list-style-type: none"> ARCHERY PICKLEBALL FENCING Name button making Get to know you Tie Dye 	<ul style="list-style-type: none"> ARCHERY PICKLEBALL FENCING Pool Time!!! (Swim Test Day) 	<ul style="list-style-type: none"> ARCHERY PICKLEBALL FENCING Arts/Crafts Activity Rotation (TBD) 	<ul style="list-style-type: none"> ARCHERY PICKLEBALL FENCING Arts/Crafts Activity Rotation (TBD) 	<ul style="list-style-type: none"> Session-specific Summer Camp Olympics! Pool Time/Ice Cream Social Closing Camp/Activity Ceremony
DEPARTURE/ARRIVAL (LUNCH 12PM-1PM)					
AFTERNOON (1PM-4PM)	<ul style="list-style-type: none"> ARCHERY PICKLEBALL FENCING Name button making Get to know you Tie Dye . 	<ul style="list-style-type: none"> CLIMBING COOKING DANCE Pool Time!!! (Swim Test Day) 	<ul style="list-style-type: none"> Fencing Climbing Cooking Arts/Crafts Activity Rotation (TBD) 	<ul style="list-style-type: none"> Fencing Climbing Cooking Arts/Crafts Activity Rotation (TBD) 	<ul style="list-style-type: none"> Session-specific Summer Camp Olympics! Pool Time/Ice Cream Social Closing Camp/Activity Ceremony

Drop off/Pick Up Policy

General Camp Times

ARCreation Camp:

- 9am-12pm/1pm-4pm (Lunch: 12pm-1pm)

ARCventure Camp

- AM Session: 9am-12pm
- PM Session: 1pm-4pm
- Transition/Lunch: 12pm-1pm

Early Check In/Drop off & Late Check Out/Pick Up

- Early Check In/Drop Off: 8:30am*
 - * Please make sure your child is dropped off at least 10 minutes prior to the start of camp, to ensure they do not miss the start of camp.

- Late Drop Off/Early Pick Up Arrangements
 - LATE CHECK IN: Should the Camp Table no longer be occupied with staff, please enter the ARC and let Front Desk know you and your camper have arrived.
 - A front desk employee will radio for a Camp Staff employee to come to the front to escort your camper to their destination.
 - PLEASE DO NOT DROP OFF YOUR CHILD THEN LEAVE, EVEN IF YOU ARE LATE.
 - EACH CAMPER MUST BE SIGNED IN TO ACCOUNT FOR THEM DURING CAMP AND AT CHECK OUT.
- Late Check Out/Pick Up: After 12:30pm/4:30pm
 - Prior arrangements and notification must be provided in a timely manner should Check Out/Pick Up be around or after 12:30pm/4:30pm.
 - Should the Camp Table no longer be occupied with staff, please enter the ARC and let Front Desk know you have arrived to pick up your camper(s).
 - A front desk employee will radio for a Camp Staff employee to come to the front to escort your camper to their destination.
 - Based on a case-by-case basis, a Late Pick-Up fee of \$20 per day may be applied if deemed habitual and consistent.
 - EACH CAMPER MUST BE SIGNED OUT BY AN ID-HOLDING AUTHORIZED PERSON TO ACCOUNT FOR THEM DURING CAMP AND AT CHECK OUT.

PERSONS AUTHORIZED TO DROP-OFF AND PICK UP

- THE SAFETY AND WELL BEING OF YOUR CHILD/CHILDREN ARE OUR HIGHEST PRIORITY.
- PRIMARY ADULT GUARDIANS AND AUTHORIZED PERSONS ARE THE ONLY INDIVIDUALS 16 YEARS OR OLDER WHO ARE **AUTHORIZED IN WRITING BY THE PARENT/GUARDIAN** WILL BE ALLOWED TO PICK UP CAMPER.
- ALL AUTHORIZED INDIVIDUALS PICKING UP CAMPERS FROM CAMP ARE REQUIRED TO PRESENT A PHOTO ID.
- ANYONE ARRIVING TO PICK UP A CHILD WHO APPEARS TO BE UNDER THE INFLUENCE OF DRUGS OR ALCOHOL, WILL NOT BE ALLOWED TO PICK UP FOR THE CHILD'S SAFETY.
- STAFF MAY HAVE CONTACTED THE UCI CAMPUS POLICE.

Self-Check Out

- For our campers aged 13-14 AND with prior written Authorization from their primary Adult Guardian (via CampDoc and/or email), they may sign themselves out from camp.

Camp Groups (Ratios and Buddy Requests)

Camp Staff to Camper Ratios

- For our ARCreation Camps, the Camp Staff-to-Camper ratios is a 1:8 min-1:15 max.
- For our ARCventure Camps and as dictated by our Camp/Youth Program Instructors, the Camp Staff-to-Camper ratios is 1:8min-1:16 max.

- **Specific Accommodations:** An additional Camp Staff member may be scheduled if specific accommodations (i.e. campers with specific needs or requested medical accommodations).

Camp Buddy Requests

- Camp Buddy Requests may be accommodated via CampDocs as well as written requests via email.
- Camp Buddy Requests can be made up until the second day of camp as it is critical to the Camp Staffs' ability to provide safe, transformative program to their campers.

What to Bring/Wear to Camp/What to Keep at Home

- Campus Recreation UCI ARC Camps will do their best to ensure that all campers have a safe and wonderful experience, supplemented by what campers should bring (and what not to bring) to camp:

What to Bring/Wear (PLEASE MAKE SURE TO LABEL ITEMS WITH YOUR CAMPER'S NAME):

- ARCreation Camps/ARCventure Camps
 - Close-toed shoes (slides/sandals only for Pool Day)
 - Nut-safe snacks and lunch*
 - At this time, lunch will not be provided by UCI ARC Camps.
 - You are more than welcome to bring your camper(s) lunch and must be previously arranged in advanced.
 - * PLEASE NOTE: UCI CAMPUS RECREATION IS A NUT-SAFE FACILITY AND ASK THAT NO NUT-BASED SNACKS AND MEALS BE BROUGHT.
 - Reusable water bottles
 - Sunscreen
 - Apply sunscreen every day before coming to camp.
 - Do not apply it while unloading from the carpool lane.
 - Campers are prompted to reapply sunscreen after swim and multiple breaks throughout the day.
 - Rules for staff assistance in applying sunscreen:
 - Permission must be given towards ASSISTING campers with application and will be done so in a distant, no-contact manner.
 - Sun protective gear (hats, sunglasses, rash guards)
 - Towel
 - One Piece bathing suits
 - Bug Spray
 - Campers may carry spray bug repellent in their backpack if they can apply it themselves.

- Bug repellent stickers and bracelets are permitted and are a good alternative.
- UCI Campus Recreation works diligently to take care of our outdoor areas, including spraying for mosquitoes, ticks, etc.
- Please contact the Camp/Youth Program Director if you have any concerns.
- Rules for staff assistance in applying Bug Repellent:
 - Permission must be given towards ASSISTING campers with application and will be done so in a distant, no-contact manner.
- Cameras (single use or reusable)
 - CAMERAS ARE NOT PERMITTED IN PRIVATE PLACES (I.E. BATHROOMS/CHANGING AREAS) AND/OR WITHOUT A PERSON'S CONSENT
- Weather appropriate clothing
- EXTRA clothing (specifically for Pool days and just in case...)
- PLEASE NOTE: any item brought are at the camper's own risk and may be confiscated by the Camp Staff if they become an unsafe distraction/disruption.
- ARCventure Camps:
 - Instructional Session Specific equipment (i.e. Pickleball equipment, Fencing equipment, aprons, etc.)
 - PLEASE NOTE: Camp Staff Instructors have the right to inspect and approve OR decline the use of any personal equipment.
 - CAMPERS BRING THEIR PERSONAL EQUIPMENT AT THEIR OWN RISK AS UCI ARC CAMPS IS NOT RESPONSIBLE FOR ANY LOST OR DAMAGED EQUIPMENT.

What to keep at Home

- Any item that would not be permitted at school.
- Personal toys
- Personal electronic devices
- Leaving/Deceased animals
- Weapons
- Vehicles
- Drugs
- Alcohol

Cell Phone Policy (for campers)

- We strongly recommend the minimal use of cell phones as they prevent the maximum opportunity to interact/connect with others as well as optimally immersing themselves in our camp activities.

- NO PHONE CAN BE USED DURING ACTIVE PROGRAMMING/ACTIVITIES
- Additionally, it is empirically shown that cell phone use can lead to the possibility of detrimentally unsafe behavior (i.e. bullying).
- Should the use of one's cell phone be deemed pervasively distracting and disruptive, Camp Staff have the right to confiscate and keep the cell phone until the end of the camp day.
- REPEATED OFFENSE MAY RESULT IN DISCIPLINARY ACTION (i.e. confiscation, directive to keep phone at home, suspension/expulsion)

Lunch and All Food activities (Allergies)

- UCI Campus Recreation/ARC Camps strive to be aware of all dietary/allergy accommodations, ensuring that all staff and instructors are informed of any specific accommodation needed to provide safe programming with any activity or session involving food, whether it be the consumption or creation of any food items.
- We also strive to be a NUT-SAFE facility with our cooking sessions, camps, and what is brought to camp.
- We enforce rigorous sanitation practices in both where campers will be making and eating food.
- Additionally, intentionality will be implemented should there be needs to provide seating accommodations with medium-severe allergies.
- Campers coming to camp can be empowered to help us keep them safe when around food in the following ways:
 - Monitor campers at all times during Cooking Sessions and snack/lunch times.
 - Ensuring that no one trades food with one another.
 - Not eat anything with unknown ingredients.
 - Be aware of and/or read food labels, double checking with the Camp Staff.
 - Be proactive and seek help for all allergic reactions, even suspected ones.
 - For campers with moderate-severe allergic reactions, collaborate with your assigned Camp Staff of where your inhaler/epi-pen are located in your camp packs.
- All Camp Staff/Instructors who work consistently in the kitchen/cooking sessions are Food Handler and/or Food Safety trained.

Lost and Found

- Camp Staff are trained to ensure all campers leave with what they bring to their rotations and before departing each day.
- We will have a special cart designated for Summer Camp Lost and Found items that will be brought out at Check in/Check out.

Camp Staff/Leadership Team

Camp Staff (Counselors, Activity Leads/Instructors, Program Support)

- As it takes a village to run Summer Camp, our camp staff can be recognized as the following:
 - Camp Staff Counselors
 - Activity Leads
 - Program Support
 - Camp Instructors
 - Camp Leadership/Directors and Logistical Team

Screening

- All staff have formally applied and were hired based on diverse experience working with youth and/or in a camp/outdoor education setting.
- All staff under rigorous background checks and appointments at UCI (i.e. Live Scan)

Trainings (Red Cross, Keeping Day Camp Safe)

- Aside from Campus Recreation required UC Learning Center trainings, Camp Staff must successfully complete the following to be and remain active Camp Staff:
 - Red Cross/accredited certifying certification course with Pediatric/Adult First Aid/AED/CPR
 - Keeping Day Camp Safe Training
 - CANRA Mandated Reporter Training
 - This is a person trained and legally required to report suspected or known instances of abuse or neglect for youth and vulnerable adults.
 - Laws surrounding mandated reporting aim to protect at-risk individuals by ensuring any signs or abuse or neglect are reported to the appropriate authorities and in compliance of UCI protocol.

Interaction Policies outside of UCI ARC Camps

- Interactions and employment opportunities outside of UCI ARC Camps is strictly prohibited as policies are designed to protect campers and staff from possible cases and accusations of child abuse and/or false allegations.
- Such interactions and opportunities may include, and not limited to the following:
 - Babysitting
 - Instructional Coach/Instructor
 - Transportation
- Adult guardians are to respect this policy by not asking Camp Staff to perform additional services outside of the UCI ARC Camps/Youth Programs.
- As this may go both ways, such instances must be communicated to leadership.

Confidentiality/Privacy

Contact Information (Staff, Campers/Families, Health/Behavioral Issues)

- It is critical to keep safe and protect both campers/families and our staff by maintaining the confidentiality and privacy of all involved.
- UCI Campus Recreation and UCI ARC Camps will not share the names and information of our camper, their families, and our staff without the guardian's/staff member's consent and authorization:
 - Staff
 - We will not divulge or allow staff to provide their respective contact information as active Camp Staff with Campus Recreation.
 - Campers/Families
 - We will not provide camper information to anyone for any reason without a guardian's consent/authorization.
 - IF a request is made, we will notify and ask for consent/permission for the guardian before sharing this information.
 - Health/Medical/Behavior Issues
 - No information regarding any camper health/medical/behavioral issue will be shared that is in connection with any situation of health/medical/behavioral issue OR disciplinary actions.

Pool/Aquatic Activities

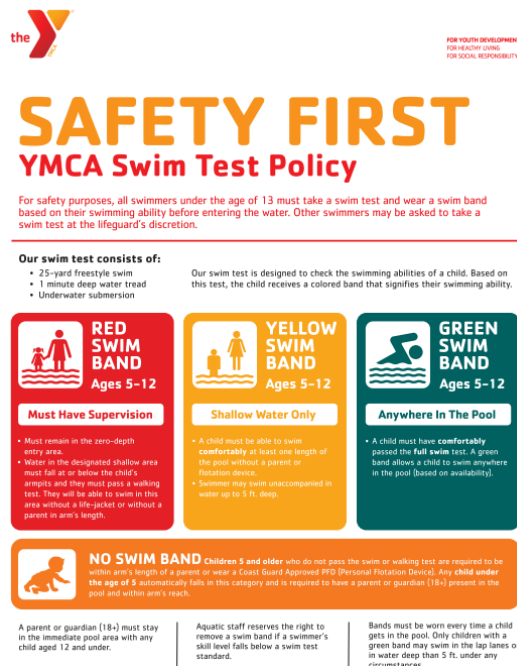
ARC Pool Polices

- Lifeguards have the authority to enforce all pool rules.
- No one will be allowed in the swimming area unless the pool is officially open, and a lifeguard is on duty.
- No running, rough play, dunking, wrestling, or other improper conduct causing undue disturbances on or around the pool area will be permitted.
- No diving in water less than 9 feet. Pencil diving only.
- No prolonged underwater swimming for time and/or distance.
 - Competitive and/or repetitive breath holding can be deadly and is not permitted.
- Objects or items deemed to be dangerous or unsafe by lifeguard are not permitted in pool area.
- The Health Department requires all patrons must take a cleansing soap shower before entering the deck area.
- Pool users must wear ONE PIECE swimming suits or swimming trunks upon entry into the pool.
- Clothing such as cut-offs, gym shorts, and underwear is not permitted.
- Food or refreshments may be consumed only in designated areas (i.e. Pool Deck).
 - Food/refreshments are not permitted on the pool decks, no glass allowed.
- Use of diving blocks is prohibited - exception only for WWFY Swimming programs.

- Inner tubes, inflated boats, and rafts are not permitted in the pools.
- Small toys or balls may be allowed in the pools.
- Persons with open sores/skin diseases are not permitted in the pool.
- Persons who have had diarrhea in the past 12 hours will not be permitted in the pool.
- All participants are expected to adhere to the WWFY Code of Conduct.
 - Foul language is prohibited.

Swim Test

- The Campus Recreation /UCI ARC Camps allow campers recognized as strong swimmers the opportunities to swim in deeper waters.
- During the first few days of camp, Camp Staff/Pool Staff will conduct our Swim tests that include campers competently demonstrating the following skills (in compliance with YMCA Swim Test Policy):



the YMCA FOR YOUTH DEVELOPMENT • FOR HEALTHY LIVING • FOR SOCIAL RESPONSIBILITY

SAFETY FIRST

YMCA Swim Test Policy

For safety purposes, all swimmers under the age of 13 must take a swim test and wear a swim band based on their swimming ability before entering the water. Other swimmers may be asked to take a swim test at the lifeguard's discretion.

Our swim test consists of:

- 25-yard freestyle swim
- 1 minute deep water tread
- Underwater submersion

Our swim test is designed to check the swimming abilities of a child. Based on this test, the child receives a colored band that signifies their swimming ability.

RED SWIM BAND Ages 5-12	YELLOW SWIM BAND Ages 5-12	GREEN SWIM BAND Ages 5-12
Must Have Supervision	Shallow Water Only	Anywhere In The Pool
<ul style="list-style-type: none"> • Must remain in the zero-depth entry area. • Water in the designated shallow area must fall at or below the child's armpits and they must pass a walking test. They will be able to swim in this area without a life-jacket or without a parent in arm's length. 	<ul style="list-style-type: none"> • A child must be able to swim comfortably at least one length of the pool without a parent or flotation device. • Swimmer may swim unaccompanied in water up to 5 ft. deep. 	<ul style="list-style-type: none"> • A child must have comfortably passed the full swim test. A green band allows a child to swim anywhere in the pool (based on availability).

NO SWIM BAND children 5 and older who do not pass the swim or walking test are required to be within arm's length of a parent or wear a Coast Guard Approved PFD (Personal Flotation Device). Any child under the age of 5 automatically falls in this category and is required to have a parent or guardian (18+) present in the pool and within arm's reach.

A parent or guardian (18+) must stay in the immediate pool area with any child aged 12 and under.

Aquatic staff reserves the right to remove a swim band if a swimmer's skill level falls below a swim test standard.

Bands must be worn every time a child gets in the pool. Only children with a green band may swim in the lap lanes or in water deep than 5 ft. under any circumstances.

- Upon successful completion of the Swim Test, campers will receive a wristband as well as documentation of their successful completion of the swim.
- Additional UCI Campus Recreation Family/Youth Pool Use Policies/Information
 - Member/Children programs are only offered for legal dependents of current UCI students or current ARC members unless otherwise specified.
 - Children are defined as dependents 17 years old and younger.
 - Dependents 18 years and older are required to purchase a day use pass.
 - Parents/Legal Guardians must show a current UCI student ID or a valid ARC membership card when entering the ARC or signing up children for designated programs.
 - Children must be accompanied and actively supervised by an adult member at all times.

- Children are allowed to participate in drop-in activities in Basketball, Volleyball, Indoor Soccer, and Badminton during designated weekend times.
 - Contact the ARC Front Desk for court availability.
- Children 14 years and older may participate in adult group pick-up games.
- Children 10 years and older may participate in Racquetball games.
 - Racquetball courts may be reserved up to 24 hours in advance by contacting the ARC Front Desk.
- Children are not permitted in the Fitness Lab or on any of the cardio or weight equipment located throughout the facility, at any time.
- Adult members are responsible for the behavior of children in their care while in the ARC.
 - To ensure proper supervision, there is a maximum of two children per adult member.
 - Written requests for exceptions to this policy must be approved by Program Directors in advance.
- Children may not be left unattended while adult members participate in drop-in or formal activities.
- Use of the Locker Rooms is limited to adults and same sex children.
 - Individual restrooms and outside showers are available for adults supervising young children of the opposite sex.
- Food and drink are not allowed outside of the lobby or patio area with the exception of water in a plastic, resealable container.
 - Skateboards, scooters, inline skates, and bicycles are not permitted in the ARC.
- Member/Children Swim Time
- During Member/Children swim time, an adult member must accompany and actively supervise their children at all times.
- Use of the Locker Rooms is limited to adults and same sex children.
 - Individual restrooms and outside showers located adjacent to the pool are available for adults supervising young children of the opposite sex.
- Children entering the pool under 48" tall must be accompanied by an adult.
- Children's non-swimming play activities shall be restricted to the shallow lanes and wading area.
- Children are allowed to swim laps in any of the lanes. Must pass swim test.
 - Swim test involves: Enter water that's over your head, then return to the surface.
 - Float or tread water for at least 1 minute.
 - Turnover and turn around in the water. Swim at least 25 yards.
- Children wearing diapers must also wear leak proof plastic/rubber shorts.
- Please ensure that all children are healthy and use the restrooms prior to entering the pool.
 - Accidents occurring in the water may result in closure of the pool.
- Toys and inflatable floatation devices are not permitted in the pool.

- Properly fitted United States Coast Guard approved life jackets are permitted in the pool.
- Approved kick boards are permitted in the pool.

HEALTH AND SAFETY OVERVIEW, STANDARDS, AND GUIDELINES FOR 2025 UCI ARC CAMPS

Health and Safety

Health Profile

- The Health Profile, which must be 100% completed before their first day of camp, provides us with essential information of any health accommodations as necessary.
- This includes environmental, food-related, medical, and/or behavioral.

First Aid (Care and Notification Procedure; C2C Injury/Illness Report)

- All staff working Summer/Camp Staff actively hold a Pediatric/Adult First aid, CPR, and AED certification from an accredited certifying agency (i.e. Red Cross, AHA).
- In case of emergency or injuries/illnesses, Camp Staff will notify the primary guardian or authorized persons.
- In rare occasions where a camper requires emergency medical services (i.e. EMT, Fire department), camper's may be transported to the nearest hospital at the discretion of the Camp Staff and/or Camp/Youth Program Director.
- Should any camper be suspected of an injury/illness, staff will assess and care and fill out an injury report.

Illness, Fever, Communicable Disease

- For the health and safety of all campers and staff, please do not send your child to camp if they are exhibiting any symptoms of illness.
- To protect everyone in our community, camp staff reserve the right to temporarily deny admittance to any camper who appears ill or to request early pickup if symptoms of illness develop during the day.
- Campers must be healthy, injury-free, and able to fully participate in all camp activities. If a camper becomes ill while at camp, parents, guardians, or emergency contacts will be notified and must arrange for the camper to be picked up within one hour of being contacted.
- Campers must be symptom-free for at least 24 hours before returning to camp if they have experienced any of the following:
 - Fever of 99.9°F or higher
 - Diarrhea
 - Persistent cough
 - Sore throat
 - Pink or runny eyes
 - Vomiting

- Any other signs of contagious illness
- Campers diagnosed with a communicable disease must follow the physician's recommended isolation period before returning to camp.

Concussion Care

- If there is any sign that your camper may have suffered a concussion due to a trauma to the head, they will be removed from activities immediately.
- Camp Staff will evaluate your child and make a call home so that you can follow up with your primary care physician.
- Your camper will not be permitted to return to camp activities until written medical clearance from a licensed health care professional is received.
- For more information on California regulations regarding concussion protocols for licensed youth camps, please reference the following: [chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.cdc.gov/traumatic-brain-injury/media/pdfs/2018-CDC_mTBI_Discharge-Instructions-508.pdf](https://www.cdc.gov/traumatic-brain-injury/media/pdfs/2018-CDC_mTBI_Discharge-Instructions-508.pdf)

COVID Policy

- If your camper should develop symptoms and signs of COVID, please keep your camper at home.
- The child will be readmitted to camp when they can satisfy UCI policies for returning to camp if suspected of COVID.
- An email will be sent to the relevant Camper Group and Camp Staff (without sharing any camper's name) to advise of the existence of lice and advising parents to monitor their campers for COVID symptoms.

Lice Policy

- If your camper should develop head lice, please keep your camper at home until they have been treated.
- If the Camp Staff determines that a camper has lice, parents are requested to pick up their child at once.
- The child will be readmitted to camp when the camper has received lice treatment and has been cleared by the Camp Staff and Camp Director.
- An email will be sent to the relevant Camper Group and Camp Staff (without sharing any camper's name) to advise of the existence of lice and advising parents to check their campers.

Medication

- At this point in time, Campus Recreation/UCI ARC Camps is unable to administer medications to any camper.

- Should medication need to be administered during camp, arrangements must be made for primary guardians or authorized persons to know when they will be arriving and to have a sterile room available for medication administration.

Emergency Policy

- In the event of an emergency, camp staff will respond immediately and determine the most appropriate course of action to ensure the safety and well-being of the camper.
- The safety of campers and staff will always be our top priority. Camp staff will focus first on responding to the emergency before contacting parents or guardians.
- Parents or guardians will be contacted at the earliest possible opportunity, provided it does not interfere with the camper's treatment or emergency response.
- If a parent or guardian cannot be reached, your signed health form authorizes us to seek appropriate medical attention through your camper's physician, 911, and/or emergency medical services (EMS).
- In the event of a serious medical emergency, staff may call 911 prior to notifying the parent or guardian.
- The decision to transport a camper to an emergency facility will be made by camp staff in coordination with EMS personnel.
- If a camper is transported by ambulance and a parent or guardian is not present, a camp staff member will accompany the camper to the designated emergency facility.
- Camp staff undergo extensive training in emergency procedures, including protocols for natural disasters, unauthorized individuals on site, active shooter scenarios, and other crisis situations.
- We also have clearly defined procedures for lost campers, fires, severe weather events, and medical emergencies.
- These emergency procedures are practiced regularly during staff training and throughout the summer, ensuring staff and campers are prepared in the unlikely event of an emergency.

Inclement Weather Situations and Policies

General Info

- Most UCI ARC Camp activities are scheduled and facilitated outdoors, taking full advantage of our outdoor spaces and providing campers with an active, engaging experience.
- Indoor facilities are limited, as we are concurrently serving ARC Members. Indoor space is reserved for use only when weather conditions require a relocation of activities.
- On rainy days, camp schedules will be adjusted to include indoor-friendly activities such as low-key games, craft projects, and other group-based activities.
- In the event of extreme weather conditions, the Camp Staff and Camp/Youth Program Director will assess the situation and make appropriate modifications to the day's schedule to ensure a safe and enjoyable experience for all campers.

- Camp cancellations are rare and will occur only in the case of the most severe weather conditions that significantly impact safety.
- If concerned that your camper may be uncomfortable due to weather-related conditions, we kindly suggest keeping them home for the day.
- Please note that no refunds will be issued for days missed due to personal weather-related concerns.

Weather Specific Situations

RAINY DAYS

- We operate rain or shine! Camp continues regardless of the weather, with adjustments made as needed to ensure camper safety and enjoyment.
- UCI Campus Recreation and UCI ARC Camps follow the guidelines and policies of both the UCI Environmental Health and Safety (EH&S) Department and National Oceanic and Atmospheric Administration (NOAA) (<https://www.noaa.gov/>) when it comes to closure of youth programs for weather or public safety related issues (e.g. closure for poor air quality index or other inclement weather).
- On rainy days, most activities will be relocated indoors within ARC facilities, though space may be limited.
- Campers should come prepared with appropriate rain gear for transitions between program areas, which may include walking outdoors.
- We kindly ask that you send your camper with the following on rainy days (we will do our best to provide timely weather notifications):
 - A raincoat or waterproof jacket
 - Extra set of clothing
 - Water-resistant or appropriate footwear
- We make every effort to maintain our regular schedule and only shift to our "liquid sunshine" schedule if weather conditions become severe.
- In the event of severe weather, all camper groups will be brought indoors to designated ARC spaces for safety.

EXTREME HEAT

- As is common in sunny Southern California, extreme heat conditions may occur during camp sessions. During these times, activities will be modified to ensure the health, safety, and comfort of all campers.
- UCI Campus Recreation and UCI ARC Camps follow the guidelines and policies of both the UCI Environmental Health and Safety (EH&S) Department and National Oceanic and Atmospheric Administration (NOAA) (<https://www.noaa.gov/>) when it comes to closure of youth programs for weather or public safety related issues (e.g. closure for poor air quality index or other inclement weather).
- When necessary, activities that increase heat exposure may be limited or adjusted, and additional precautions will be taken to reduce risk of heat-related illness.

- In more severe cases, select indoor spaces may be used for portions of the camp day, though indoor space is limited and shared with other programs.
- Frequent hydration breaks will be built into the schedule, and campers will be encouraged to refill and drink from their water bottles regularly.
- Similar to our rainy-day procedures, heat advisories or extreme temperatures may result in a revised schedule, which could include increased rotations of water-based or shaded activities.
- Please note that, due to other summer programming and our identity as a primarily outdoor camp, we will do our best to adjust for full-day indoor accommodation for all campers.

AIR QUALITY POLICY

- UCI Campus Recreation and UCI ARC Camps follow the guidelines and policies of both the UCI Environmental Health and Safety (EH&S) Department and AirNow (<https://www.airnow.gov/>) when it comes to closure of youth programs for weather or public safety related issues (e.g. closure for poor air quality index or other inclement weather).
- With common occurrences that include Wildfires, Santa Ana Winds, etc., appropriate arrangements will be made with respects to the safety and health of our campers, including relocating activities indoors.
- Similar to our rainy-day procedures, air quality advisories may result in a revised schedule, which could include increased rotations of water-based or shaded activities.
- Please note that, due to other summer programming and our identity as a primarily outdoor camp, we will do our best to adjust for full-day indoor accommodation for all campers.

Camp Inclusivity and Diversity

Overall Philosophy, Principles, and Perspectives

- The UCI Campus Recreation and ARC Camps Community is comprised of people of all ages, from all walks of life, working side-by-side to strengthen communities.
- Together, we strive to ensure that everyone, regardless of ability, age, cultural background, ethnicity, faith, gender, gender expression, gender identity, ideology, income, national origin, race or sexual orientation has the opportunity to reach their full potential with dignity.
- Our Core Values-Community/Inclusivity, Positive Intent, empowerment, Integrity, and FUN! — they guide everything we do.

Campers with Diverse Abilities and Capabilities

- At Campus Recreation, the person is always recognized first, their specific needs second...
- We will make every reasonable accommodation needed for a camper to succeed at the WWFY and strive to make every camp experience positive, regardless of special needs or medical conditions.

Campers with Specific Needs:

- Campers with significant specific needs will collaborate with the Camp/Youth Program Director prior to registration to ensure that this will be the best fit for the camper, the family and the camp.
- Such plans may include and not limited to the development of an Individualized Education Plan (IEP), medical assistance and space accommodation, arrangements for specific arrival and departure times.

Campers with Medical Conditions:

- Campers with significant medical needs will collaborate with the Camp/Youth Program Director prior to registration to ensure that this will be the best fit for the camper, the family and the camp.
- If your camper has special medical needs, it is important that you communicate that to the camp so that everyone is prepared, and a plan can be created to accommodate that camper.
- Camp staff will work with the parents to structure an appropriate plan for success.
- In certain cases, at the discretion of the Camp/Youth Program Director the camp may decide that we cannot properly and safely accommodate the camper.
 - This decision would be made based on medical needs outside of basic medication administration (diabetes management, ADD/ADHD management, epi-pen or inhaler), behavioral situations that could potentially put the camper, other campers or staff at risk of injury, or other needs that are outside of our ability to safely care for the camper while also creating a safe environment the rest of the camp.
- Please contact the Camp/Youth Program Director prior to registration to discuss any concerns you may have.

Health Aids for Campers with Specific Needs

- Should UCI ARC Camps satisfy the needs of a camper as their Camp Home after collaboration between the Camp/Youth Program Director, UCI ARC Camps will require the camper to have a 1:1 Health Aide for camp.
- This program is intended to benefit the campers whose specific needs would otherwise prevent them from enjoying the summer camp experience.
- As such, there are specific guidelines designed to ensure that as many special needs campers as possible are given access to the program.
- The duties of the Health Aide include the following, as Camp Staff will not be able to assist.
 - Must be certified by an accredited Health Aide Agency
 - Background Checked
 - Current First Aid, AED, CPR certified for both Pediatrics and Adults
 - Behavioral management
 - Assist in toileting and all Special Cares campers must be potty trained and able to swim without swim diapers.

- Provide guidance and assistance with activities.
- Overall safety, health, and wellbeing of their camper.
- PLEASE NOTE: The Camp/Youth Program Director has sole discretion to issue final approval of registration or to decline to admit a camper, along with the following:
 - After thorough discussion and thoughtful consideration, UCI ARC Camps reserves the right to determine the most appropriate program placement to ensure a safe, supportive, and successful experience for each camper.
 - Camp leadership may determine that Traditional camp is sufficient to meet the camper's accommodation and support needs.
 - The camper may be accepted or declined for admission into the Special Cares program based on assessed needs and available resources.
 - A camper may be declined for traditional camp if it is determined that the level of support required necessitates placement in Special Cares for the safety and success of the camper, staff, and fellow campers.
 - A camper may be declined for Special Cares if their needs exceed the level of accommodation and supervision that can safely be provided, even within that specialized program.
- These decisions are made with careful attention to the safety, well-being, and positive experience of all campers and staff, and are guided by the camp's available resources and support capabilities.

Specific Care Attendance with Health Aide Policy

- As all campers who choose to register for our ARCreation Camps and/or ARCventure Camps that require a personal Health Aide, the following policy applies:
 - Personal Aide Must Attend Daily
 - Campers who require a personal Health Aide must have their aide present throughout the duration of camp to ensure the camper's needs are met and safety is maintained.
 - If the assigned personal Health Aide is unable to attend camp on any given day or for the duration of the camp session, the camper will not be able to attend camp during that time.
 - We do not have staff to provide a 1:1 aide for campers.
 - Personal Aide Must be Medically and Professionally Registered in Advance:
 - Parents/guardians must notify camp management in advance regarding the involvement of a personal aide and provide any necessary documentation or certifications for the Health Aide.
 - Communication with Camp Administrators:
 - In order to provide the best experience for our campers, the camper's respective Camp Staff member assigned to them may be provided a copy of the camper's IEP, a meeting with the parents/ guardians and/or a meeting with the personal Health Aide in advance of camp.

- UCI ARC Camp Staff expects that the personal Health Aide will work in partnership with the Camp Staff and Camp/Youth Program Director and reserve the right to bar any personal Health Aide whose conduct or presence is at odds with a safe and healthy camp experience.
- This policy is designed to prioritize the safety and well-being of all campers and ensure the camp can maintain its program standards. If you have any questions or need assistance, please contact the Camp/Youth Program Director at sdaquioa@uci.edu.

DISCIPLINARY POLICY OVERVIEW, STANDARDS, AND GUIDELINES FOR 2025 UCI ARC CAMPS

Behavior Policies/Anti-Bullying Policies

General Overview

- Camp is an incredible place where camper's get to learn and grow in a safe and enriching environment.
- Both the psychological and physical safety are our highest priority, we also know it is critical to provide guidelines and guidance to all campers towards learning the impact of their decisions and actions.

Camp Behavior Policy

- At UCI ARC Camps, we believe that the foundation of a positive camp environment begins with engaging, high-quality programming. By providing fun, meaningful, and well-structured activities, we aim to prevent many potential behavior challenges before they arise.
- Our goal is to promote strong character values through our camp mission. All staff are trained and encouraged to serve as positive role models, guiding campers in developing healthy social and emotional skills.
- We are committed to handling behavioral concerns with care, fairness, and respect for every child. Most issues are addressed and resolved appropriately by our staff with the well-being of all campers in mind.
- If initial efforts to redirect or improve a camper's behavior are unsuccessful, we will contact the parent(s) or guardian(s) for support and collaboration in addressing the situation.

Camp Code of Conduct

- UCI ARC Camps promotes character development, campers and parents/guardians are expected to abide by the UCI ARC Camps rules and policies.
- This agreement is to ensure that each parent/guardian and camper is aware of the Camp Rules as they will be fully enforced throughout camp.
- These have been designed to ensure the safety and enjoyment of each camper who attends our program.
 - Please read through these forms carefully.
 - If you have any questions or concerns, please contact Campus Recreation.
- A guardian's signature on the registration form acknowledges the agreement to follow these policies.

- If a camper is unable to adhere to camp policies and counselor rules, Camp Staff may implement our Three Strike System.

Camp Guidelines

- The following guidelines will afford the assistance our Camp Staff by having all campers and their families review these guidelines so one can maximize the amount of fun one could have!
- These guidelines are for everyone's safety and well-being while at camp:
 - Show respect to other campers, treat them as well as I would like to be treated, and try to be a friend to all.
 - Have FUN but not at the expense of others.
 - Campers are not allowed to leave the Camp area or ARC grounds for any reason without being escorted by a Camp staff.
 - Show respect to camp staff and cooperate fully with their instructions.
 - Tell a camp staff member if there is any problem/issue during camp that is making you unhappy.
 - Respect the rights of others and treat others with courtesy and consideration.
 - Communicate in an appropriate manner, which means I must not use foul or inappropriate language or gestures, harsh words or tone of voice.
 - Conduct myself responsibly. I understand that unwelcome teasing or other unkind behaviors are not allowed.
 - Refrain from deliberately causing bodily harm to other campers or staff. I understand that pushing, kicking, hitting, biting or fighting are not acceptable and will not be tolerated.
 - Respect the property of others and camp, which includes no stealing, property damage, graffiti or vandalism.
 - Do not use equipment for anything other than its intended purpose during camp. Equipment may not be used to hit or touch another camper.
 - Remain with the group and within the boundaries that have been set.
 - Remember that physical displays of affection or of a romantic nature are not allowed under any circumstances.
 - Be fully responsible for my actions and understand that irresponsible behavior will result in disciplinary action or dismissal from camp.
 - Have lots of FUN, learn, grow and have a GREAT time!

Full Value Contract

- On the first day of camp, Camp Staff will collaborate with their campers on developing their Camp Group Full Value Contract (Five Finger Contract).
- This is group agreement on how they will keep each other and themselves safe during the camp.
- The FVC will cover the following Agreements:

- Safety (Holistic)
- Staying Committed to fun and the program.
- Positive Intent and Atmosphere
- Challenge By Choice; respecting theirs and other's choices.
- Having Fun!

Discipline Procedures

- Please go over camp discipline with your child. If a discipline problem arises with a camper, we use a “three strikes” rule.
- First, the Camp Staff deals with the camper and gives a warning when the incident occurs and explains why the child is being given a warning.
 - Parents/guardians will be notified of their child being given a warning during camp at Pick-up.
- After the third warning the camper is sent to the Camp/Youth Program Director to discuss the problem.
- If a discipline problem still occurs, the parent will be contacted and appraised of the situation.
- Anteater Recreation Summer Camps reserves the right to dismiss campers whose disruptive behavior cannot be resolved.
- Three Strike System
 - Strike One (Verbal Warning/Director & Parents Notified):
 - When there is repeated undesirable behavior, the Camp Staff will communicate the problem to the Camp/Youth Director
 - The Camp/Youth Director will provide the counselor guidance on how to handle the camper and/or if necessary, assist the counselor by having a conversation in person.
 - At the counselor's discretion and Unit Directors guidance, the camper may be asked to take a break or change their role in the activity.
 - An Initial Behavior Report will be filled out and put into the camper's personal file.
 - Initial Behavior Report describes a camper's behavior reported to a Unit Director.
 - Examples of Strike 1 Behavior

<ul style="list-style-type: none"> ○ Purposely distracting others ○ Inappropriate remarks ○ Refusal to follow instructions. ○ Littering ○ Inappropriate dress ○ Pushing or shoving 	<ul style="list-style-type: none"> ○ Profanity and/or obscenity ○ Excessive and/or loud talking. ○ Throwing Objects ○ Disregard for others safety ○ Damage to property ○ Possession of harmful objects
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- Discriminatory conduct (Slurs)
- Intimidation/threats
- Possession of stolen property
- Gambling
- Theft
- Fighting, kicking, biting, spitting, pinching
- Running from group
- Leaving grounds without permission
- Inappropriate Banter→Bullying

- Intervention/Preventative Actions:

- Contact and assistance with Program Support Staff and/or Camp/Youth Program Director
- Behavioral contracts/ management plan (Camper Behavioral Improvement Plan/CBIP)
- Short period of activity exclusion
- Cooling off/ time out
- Nonverbal correction (redirection)
- Positive/Constructive reinforcement (Ask them to help you)
- Verbal correction (redirection)
- Withdrawal from privileges
- Group Change
- Appropriate social response guided by staff.
- Documentation in camper's file (Camp Staff Camper Group Binder)
- Face-to-face conference with parent/ guardian
- Use of verbal de-escalation methods
- Temporary/Early dismissal from program and possible suspension (1-3 program days)

- Strike 2 (Written Warning/Conference with Camp/Youth Program Director and Parental Guardian; possible dismissal):

- Camper's behavior has continued and not improved, is negatively affecting the camp experience of other campers, and/ or is becoming dangerous to self or others.
- Camper will be removed from the activity to have a conversation with the Camp/Youth Program Director and Parental Guardian
- As part of this conversation, a Parent Meeting may be suggested:

- Parent/Guardian, in collaboration with the Camp/Youth Program Director, about the future of their camper at camp.
- The conversation's main topics will be to figure out why the negative behavior is happening, how to fix it at camp/home, and what needs to happen moving forward to continue being at camp.
- The Camper Behavior Improvement Plan Report will be filled out, put in the camper's personal file, and shared with parental guardians.
- EXAMPLE BEHAVIORS:
 - Persistent Strike 1 behaviors
 - Arson/attempted arson
 - Sexual misconduct
 - Possession of explosives
 - Burglary/robbery
 - Group violence
 - Use/possession of a weapon.
 - Interference with staff authority
 - Bomb threats
 - Use of a legitimate tool as a weapon
 - Endangerment
 - Vandalism
 - Possession of stolen property
 - Engaging fire alarms
 - Abuse, and/or harassment (verbal, physical, sexual, or emotional)
 - Severe or repeated physical aggression
- Intervention/Preventative Actions:
 - Out-of-program suspension (1-2 program days)
 - Restitution and/or follow-up by outside agency or authority
 - Possible exclusion from program
 - Possible exclusion from department programming
 - Mandatory exclusion
 - Police may be called.
 - Non-Violent Crisis Intervention
- Strike 3 (Suspension/Expulsion from Camp)
 - Though discussion and intervention methods are implemented, no changes have happened and continue to persist/become more disruptive and severe/dangerous.
 - Camper will be removed from all activities and arrangements will be made for the camper to be picked up for the day Parent/Guardian, with the discussion of the following possible consequences:
 - Miss a day and/or removal from camp for the summer
 - A Behavior Report will be filled out and put in the camper's personal file for future programs.

Zero Tolerance Behaviors (IMMEDIATE SUSPENSION AND/OR EXPULSION)

- The following negative behaviors are unacceptable and require arrangements for the child to be picked up upon receiving knowledge of the behavior.
- Should such behavior occur, a Parent Meeting will be required.
- Examples of Zero Tolerance Behavior:
 - Possession of drugs, drug paraphernalia, alcohol, cigarettes, or weapons (including knives or other dangerous items)
 - Aggressive physical contact (hitting, pushing, punching, kicking, etc.)
 - Destruction of camp property or property of others
 - Stealing from others from camp
 - Endangerment to self or others
 - Inappropriate intimate conduct between campers
 - Verbal threats to campers or staff
- Please understand that all behavioral situations are very different from one another and may require more specific actions or earlier consequences based on the severity of the behavior(s).

Anti-Bullying policy (Conflict Resolutions)

- At UCI ARC Camps, we are committed to creating and maintaining a safe, inclusive, and respectful environment for all campers. We believe that understanding the difference between typical peer conflict and bullying is essential in supporting children's emotional and social development while fostering a positive camp community.

What Is Bullying?

- Bullying is defined as intentional, repeated aggressive behavior that involves a real or perceived power imbalance.
- It is meant to harm, intimidate, or control another individual—physically, emotionally, or socially.
- Bullying can take many forms, including but not limited to:
 - Physical – hitting, pushing, or other forms of physical aggression.
 - Verbal – name-calling, threats, or insulting remarks
 - Social – spreading rumors, purposeful exclusion, or damaging friendships.
 - Cyberbullying – using technology or social media to harass, embarrass, or intimidate others.
- What are the SIGNS of Bullying?
 - Ongoing pattern of harassment
 - Deliberate attempts to isolate, belittle, or harm someone.
 - Imbalance of power between the parties involved.

What Is Conflict?

- At UCI ARC Camps, we recognize that conflict is a normal and natural part of growing up and learning how to interact with others. Differentiating between conflict and bullying is key to helping children develop healthy communication and problem-solving skills.

- Conflict occurs when two or more individuals experience a disagreement, misunderstanding, or difference in opinion.
- Unlike bullying, conflict is:
 - Mutual – Both individuals play a role in the disagreement.
- Situational – Typically arises from differing perspectives, needs, or goals.
- Unintentional – There is no intent to cause harm; rather, it is a clash in views or emotions.
- What are the SIGNS of Conflict?
 - Disagreements or arguments between two or more campers
 - Equal participation from all parties involved, with each expressing their viewpoint.
 - Temporary tension that can usually be resolved through respectful communication and staff support

Preventing Bullying and Resolving Conflict

- At UCI ARC Camps, we take a proactive, educational approach to preventing bullying and fostering a culture of respect, inclusion, and empathy; our prevention efforts focus on three key areas:
 - Bullying Prevention Tactics
 - Education and Awareness:
 - We educate campers and staff about the harmful effects of bullying, including how to recognize it and take action.
 - Staff members receive specialized training on identifying and intervening in bullying situations.
 - Clarity with Expectations/Guidelines:
 - We set clear behavioral expectations from the start, emphasizing kindness, respect, and inclusion.
 - These values are reinforced daily in group activities, team-building exercises, and one-on-one interactions.
 - Creating a Safe Space to Share:
 - Campers are encouraged to report any bullying behavior to staff members without fear of retaliation.
 - Confidentiality and sensitivity are maintained when addressing reports.
 - Zero-Tolerance Policy:
 - At UCI ARC Camps, bullying is not tolerated under any circumstances.
 - Any camper found to be engaging in bullying behavior will face appropriate and timely consequences, which may include:
 - A verbal warning and discussion with camp staff
 - Contact with parent(s)/guardian(s) to address the behavior.
 - Removal from group activities for a period of time
 - Dismissal from camp, in cases of severe or repeated bullying

- All actions will be taken with careful consideration of the well-being of all campers and in alignment with our commitment to maintaining a safe and inclusive camp environment.
- Encouraging Conflict Resolution:
 - Communication Skills Training:
 - Camp Staff will providing positive, guiding opportunities towards how to constructively express their feelings and opinions.
 - An emphasis on using “I” statements (e.g., “I feel frustrated when...”) and actively listening.
 - Mediation:
 - When conflicts arise between campers, our staff are trained to act as neutral mediators, helping to ensure that all voices are heard and respected.
 - Staff assist campers in expressing their viewpoints, listening to one another, and understanding different perspectives.
 - The ultimate goal is to guide campers toward mutual understanding, empathy, and a fair resolution, promoting personal growth and stronger peer relationships.
 - Collaborative Problem-Solving Techniques:
 - When conflicts arise between campers, our staff are trained to act as neutral mediators, helping to ensure that all voices are heard and respected.
 - Staff assist campers in expressing their viewpoints, listening to one another, and understanding different perspectives.
 - Campers are also encouraged to come up with fair and respectful solutions to conflicts, fostering a sense of ownership and mutual responsibility.
 - By teaching age-appropriate problem-solving strategies, we empower campers to manage disagreements in ways that strengthen relationships rather than harm them.
 - Our goal is to help campers develop empathy, communication skills, and emotional resilience—tools they can use well beyond their time at camp.
 - Role-Playing and Empathetic Practice:
 - At UCI ARC Camps, we view conflict as a teachable moment and an opportunity for campers to develop lifelong interpersonal skills.
 - When conflicts arise, staff members act as neutral mediators, helping campers express their viewpoints, listen actively, and understand each other’s perspectives.

- Campers are encouraged to empathetically collaborate on fair, respectful solutions, taking responsibility for their actions while learning to compromise.
 - By teaching problem-solving strategies, we empower campers to handle disagreements in ways that build relationships rather than damage them.
 - We also provide structured opportunities to practice these skills in a safe, supportive environment:
 - Through role-playing activities, campers learn how to navigate disagreements calmly and constructively.
 - These guided experiences help them build confidence and emotional resilience, equipping them to manage future conflicts more independently.
- Preventative Measure to reduce Bullying and Conflict
 - Fostering a Positive Camp Culture
 - We emphasize values of respect, inclusion, and teamwork.
 - Activities are intentionally designed to build trust, cooperation, and a sense of belonging, which helps reduce the likelihood of bullying and unnecessary conflict.
 - Staff Vigilance
 - Our staff are trained to be alert and attentive to camper interactions, recognizing early signs of tension, conflict, or bullying.
 - They are prepared to intervene early and appropriately to maintain a safe and positive environment.
 - Encouraging Empathy and Cooperation
 - We integrate activities that promote empathy, understanding, and kindness.
 - By helping campers see things from others' perspectives, we support a culture where differences are respected and valued.
 - Parent Partnership
 - We believe in the importance of collaboration between families and camp staff.
 - As the saying goes, “it takes a village”—and creating a positive camp atmosphere is no exception.
 - We work with parents to maintain consistent behavior expectations between home and camp.
 - If conflict or bullying concerns arise, parents are promptly informed and actively involved in the resolution process to ensure the best support for their child.
 - *Removal From Camp*
 - Under the Behavior Management Policy outlined above and as a last resort, the Camp/Youth Program Director reserves the sole discretion to suspend or expel a camper from camp.

- We employ this practice and exhaust all options when absolutely necessary.
 - No refunds will be issued if a camper leaves camp early due to disruptive behavior, excessive disciplinary problems, physical or verbal attack towards other campers or staff or other behavior not tolerated by camp, including bullying, bigotry or inappropriate language.
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HANDBOOK CONCLUSION

This Parent Handbook is intended to familiarize you with the policies, procedures, guidelines, and program offerings of ARCreation Camp, ARCventure Camps, and all other youth programs offered through Campus Recreation. Please note that this handbook is not meant to be fully comprehensive. As a living document, it is subject to updates and changes at any time. These changes may modify, replace, or eliminate existing policies, guidelines, or programs without prior notice.

While we strive to communicate updates promptly by posting revisions on our website at campusrec.uci.edu/youth, please be aware that additions, alterations, or discontinuations may occur without prior announcement.