



## **Welcome to Camp Captivate!**

**We are thrilled that your child will join us for camp this summer. We have planned so many fun and exciting activities.**

**Please read over this handbook so you will be ready for camp.**

**Vida Cortes- Director**  
**directorcampcaptivate@gmail.com**  
**(669) 236-7181**

**Ildikó Stennis- Owner**  
**sciencessmartkids@gmail.com**  
**(408) 386-5804**  
**CampCaptivate.com**

## Location

Milikin Basics+ Elementary School  
615 Hobart Terrace  
Santa Clara, CA 95051

## Hours of Camp

### **Captivate Explorer Camp:**

- AM Care: 8:00 – 9:00 am
- Camp: 9:00 am – 4:00 pm (full Day)
- PM Care: 4:00 – 5:00 pm (except Fridays)

### **Captivate S.T.E.A.M. Camp Jr:**

- AM Care: 8:00 – 9:00 am
- Camp: 9:00 am – 4:00 pm (full day)
- PM Care: 4:00 – 5:00 pm (except Fridays)

### **Captivate S.T.E.A.M. Camp Plus:**

- AM Care: 8:00 – 9:00 am
- Camp: 9:00 am – 4:00 pm (full day)
- PM Care: 4:00 – 5:00 pm (except Fridays)

## Drop Off and Pick Up

- The drop off is 8:45 am to 9:00 am at the registration table. This is a 15-minute grace period before the start of camp.
- Each day, please write your full signature and check emergency information on the first day and make any changes necessary.
- Pick up a camp T-shirt on Monday. (Extra shirts can be purchased for \$15)
- Please alert the staff should your child have any concerns.
- Please make sure you put sunblock on your child BEFORE camp.
- If you need to add extended care for a particular day (and are not signed up for extended care), please notify the Director and you will be charged the daily rate of \$20/day to be paid in cash or by check at pick up.

## **AM extended care 8:00 AM to 9:00 AM**

- Sign in your child anytime between 8:00 am and 9:00 am at the sign in/out table
- No student can be dropped off before 8:00 am

## Pick Up

- Pick up is at 4:00pm outside at the registration table, unless your child is in extended care.
- Please note that there is no extended care on Fridays due to the parent presentation. Children enrolled in extended care must be picked up by 5:00 PM.
- Please sign with a full signature on the sign out forms and be prepared to show your picture ID.
- Students who are not picked up by 4:15pm will be escorted to extended care and students not enrolled will be charged the daily rate of \$20/day.
- Pick up for afternoon extended care **NO LATER THAN 5:00**. If you will be later, please call. We will charge \$1/minute late charge after 5:00 and pay in cash or check at pick up.

## What to Bring

### Clothing

- Comfortable clothes you can get dirty in!
- Sneakers/athletic shoes and socks
- Camp Captivate T-shirt (you will be given this on Monday)
- Backpack from home with extra clothes for younger campers

### Water

- Be sure to bring a large water bottle each day. Make sure your child's name is written on the water bottle with permanent marker. We will have water fountains/coolers available for refilling water bottles. It can be hot, and we want all the kids to stay hydrated!

### Food

- Please bring an insulated lunch box (**with personal ice pack**) with lunch and plenty of snacks.
- **\*\*\*NOTE: We do not have refrigeration or ice for lunches, so please provide an individual ice pack to keep lunches and snacks cold!**
- Please avoid sugary snacks. Please do not bring sodas or caffeinated beverages.
- Sharing of food is not allowed due to food allergies and food sensitivities.

### Sun Protection

- Bring additional sunblock and/or hat as needed.

## Medication

- Please make sure we are aware of any medication that your child is taking during their stay at camp, and let us know if your child has recently stopped taking medications they are accustomed to.
- Allergies– Please fill out the Food Allergy Action Plan (at CampCaptive.com under Registration). Provide Benadryl and Epipen, as prescribed by doctor.
- We will only be able to administer medication with parental consent, instruction, or supervision (form on website under “Registration”).

## Optional Cell Phones

If a parent feels the child needs to have a phone, we ask that it be put away in their backpack. We are not responsible for lost/stolen cell phones. Cell phones must be turned off and put away personal backpack or CC bag.

## Bring Your Own Device (BYOD) for STEAM Camps:

Most technology devices are provided by the camp, including computers in the computer lab and some tablets. However, for some of the activities, students may want to bring their own device (BYOD) with certain software downloaded ahead of time. Parents will be notified by email. Students will work in groups and can share hardware so that all students can participate & work collaboratively.

### *Suggested software:*

- *PicPac*
- *Lapselt*
- *Color Alive by Crayola*
- *Anatomy 4D by DAQRI*
- *Lego Stop Animation*
- *My StopAnimation*
- *Dash N Dot programs*
- *Virtual Reality (for phone with google cardboard)*
- *Scratch*
- *Bloxels*
- *Draw Your Game*
- *Makey Makey*
- *Edison Robot*
- *Quiver*

**Technology Policy:**

**Personal devices may only be used during Tech Exploration Stations and at extended care. They may not be used during breaks or lunch. Use of devices is for Camp approved activities only. Leave school computers/devices in the same condition and with the same settings you found them in. Students may only use technology if they follow directions and use the technology responsibly. Students may be asked to “sit out” of Tech time if they do not follow the rules in the Handbook.**

**Items NOT allowed at Camp**

- Toy weapons
- Real weapons
- Clothing with profane images or words
- Drugs or alcohol
- Illegal items
- Questionable items will be kept by the camp director and can be picked up at the end of the day.
- Personal Toys (ex: Kandamas, pokemon, beyblades, fidget spinners, etc.)

**Lost and Found**

- We will have a lost and found box at the sign in table. Please check the lost and found if you are missing an item.

**PM Extended Care-** 4:00 PM to up to 5:00 PM each day

- We provide a snack between 4:15-4:30 PM during extended care. If your child has allergies, please pack a special snack in a labeled bag with your child’s name on it.
- In extended care, students will be supervised by 2 Camp Captivate staff members.
- Activities will include a variety of indoor and outdoor recreation.
- You will be required to sign out your child and show a photo ID when you pick him/her up.
- If you are late, you will be charged \$1/minute late fee due in cash or check at the time of pick up.

**Safety and Emergency Procedures**

We will outline emergency procedures each Monday to the whole camp, including the location of exits and what to do in a fire and earthquake. We have multiple first aid kits

at different locations at camp. Our teachers are current with First Aid and CPR- certified with American Red Cross. If your child has a minor injury (band aid, clean a cut, ice pack), we will administer first aid and an incident report will be filled out. For more serious injuries, a parent will be notified immediately and an incident report will be filled out. For severe injuries, 911 will be called, the child will be supervised, and the parent will be called.

### **Policies and Behaviors**

#### **Recognizing Positive Behavior**

We believe in a positive discipline approach where we encourage good choices. Positive behaviors will be recognized. For example, we give out tickets and open up a student store on Friday.

#### **What happens with Negative Behavior?**

Our staff has been trained to discourage negative behavior and encourage a respectful learning environment. When a child is disrespectful, irresponsible or unsafe, a staff member will have a “one on one “ talk with the student and remind him/her that the behavior was not appropriate. He/she may be asked to “sit out” of an activity and may be removed from the situation and be supervised by the Director. Bullying will not be tolerated. A parent may be called to remove a child from camp. For persistent issues or extreme cases, there may be grounds for dismissal WITHOUT a refund. These decisions are at the discretion of the Director.

#### **Grounds for dismissal**

- Abusive language
- Stealing
- Putting self or others in danger
- Threatening to harm oneself or another person
- Consistently disruptive and disrespectful behavior
- Misuse of technology

#### **Absences**

We do not refund or allow make up days. Please let us know if your child will not be attending camp by calling the camp Director.

#### **Illness at camp**

If a child becomes sick at camp, a parent will be called. There will be no refunds for days missed due to illness. A child needs to be fever free for 24 hours before returning. If your child has a runny nose and fever or fought, or has any of the following symptoms, please do NOT send them to camp:

- Diarrhea
- Severe coughing
- Difficulty breathing
- Pinkeye
- Unusual rash
- Sore throat or trouble swallowing
- Infected skin patches
- Unusually colored urine or stool
- Headache and stiff neck
- Loss of appetite
- Severe itching
- Temperature over 99 degrees

### **Head lice at camp**

A child with head lice will be asked to immediately leave camp and a notice will go out to all campers. This student must be treated with special shampoo and comb before being allowed to return to camp. Upon return, the Director will inspect the student for lice before the child is allowed to stay.

### **Required Forms**

- Registration Form (already filled out as part of online registration process through website at [www.campcapture.com](http://www.campcapture.com))
- Food Allergy Action Plan (for allergies only; available through website at [www.campcapture.com](http://www.campcapture.com)) - ONLY FOR STUDENTS WITH SEVERE ALLERGIES

### **Staff**

We have an outstanding staff! All teachers are fully credentialed & are American First Aid certified. All staff has been fingerprinted for a background check. Their biographies can be found at [campcapture.com/staff](http://campcapture.com/staff)

### **Contact Information**

Camp Phone - 669-236-7181 (Director)

Email - directorcampcapture@gmail.com

Email - sciencesmarkids@gmail.com (Owner, Ildiko Stennis)

### **Friday Parent Presentation:**

There will be a parent presentation from 3:30PM to 4:00PM each Friday which includes a photo slideshow of the week's events. Please plan to attend. You will receive a bag of your child's work for the week at the conclusion of the presentation.

### **Weekly Themes & Schedules (Per Camp)**

#### **Capture Explorers Camp (Ages 5-7)**

June 18 - 22: Castles and Catapults

June 25 - 29: Ancient Egypt Unearthed

July 9 - 13: A Pirate's Life For Me!

July 16 - 20: All Roads Lead To Rome

#### **Explorers Schedule:**

8:00 – 9:00: Extended Care

9:00 – 9:30: Free Play, Team Building, Overview

9:30 – 10:30: Art

10:30 – 11:00: Snack & Break

11:00 – 12:00: Science or History

12:00 – 1:00: Lunch & Recess (Playground Kinder)

1:00 – 2:00: Story Time, Video Clips

2:00 – 3:00: Snack, Outside Play

3:00 – 4:00: Craft

4:00 – 5:00: Extended Care (no PM Extended Care on Fridays)

#### **Capture S.T.E.A.M. Camp, Jr. (Ages 8-10)**

June 18 - 22: Slime Time

June 25 - 29: Kitchen Chemistry

July 9 - 13: Makerspace (Inventor's Workshop)

July 16 - 20: Light, Color, and Optical Illusions

#### **S.T.E.A.M. Camp, Jr. Schedule**

8:00 – 9:00: Extended Care

9:00 – 9:30: Free Play, Team Building, Overview

9:30 – 10:30: Art

10:30 – 11:00: Snack & Break

11:00 – 12:00: Science

12:00 – 1:00: Lunch & Recess (Main Playground)  
1:00 – 2:00: STEM Challenge  
2:00 – 3:00: PE  
3:00 – 4:00: TECH Explorations  
4:00 – 5:00: Extended Care (no PM Extended Care on Fridays)

**Captivate S.T.E.A.M. Camp Plus (Ages 10-13)**

June 18 - 22: Anatomy and Physiology

June 25 - 29: Marine Biology

July 9 - 13: Environmental Science

July 16 - 20: Crime Scene Chemistry

**S.T.E.A.M. Camp Plus Schedule:**

8:00 – 9:00: Extended Care

9:00 – 9:30: Free Play, Team Building, Overview

9:30 – 10:30: Science

10:30 – 11:00: Snack & Break

11:00 – 12:00: Art

12:00 – 1:00: Lunch & Recess (Main Playground)

1:00 – 2:00: STEM Challenge

2:00 – 3:00: TECH Explorations

3:00 – 4:00: PE

4:00 – 5:00: Extended Care (no PM Extended Care on Fridays)