



Emerald City Karate Summer Camp Handbook

Welcome to the Emerald City Karate Family

We are looking forward to a summer of excitement at the Emerald City Karate! Here you will find detailed information, policies, and procedures regarding our upcoming camp sessions. We are excited to see your child at Summer Camp!

Basic Information about Emerald City Karate's Summer Camps

- All camps are for campers **ages 6.5 and Older**. (Entering 1st grade in Fall 2018)
- All camps run between **9 AM – 4 PM** on **Mondays through Fridays**.
- All transportation and field trip fees are included in the price of the camp at no additional cost! You'll also get an Emerald City Karate Hat for FREE!
- **NO Experience Needed!** You'll have a blast even if you've never trained a day in the martial arts!
- The themed games in every camp teach life skills like **Teamwork, Focus, Control, Honesty, and Respect**.
- Every camp features **NERF Blaster excitement in a Safe and Responsible environment**. Participants are required to wear our provided Safety Glasses during these activities.
- **Wild Waves and Enchanted Village Park Field Trip Information:** This field trip is always a highlight of our camp. We take safety seriously and we try to always have a ratio with one instructor for every 3 or so campers. We also make groups according to each child's swimming level and interest in amusement rides. You'll be sure to make a splash at the park!

What will we be doing at Camp?

Our camps are designed to be **fun** and **educational** for children at every level of experience from beginners to advanced. Each camp will feature **pulse pounding Martial Arts techniques** as well as exciting weekly themes from secret agents to ninjas. Check out the themes below. Each week-long camp will have **games, activities, and crafts coordinated to the theme as well as NERF Blaster games, Foam Sword Battles, and opportunities to play at the park**. Our campers will also get a chance to live it up on our field trips which include a trip to **Wild Waves Water Park and Enchanted Village!**

Week 1	Ninja Camp	June 25th – June 29th
Week 2	Star Wars Camp	July 16th - July 20th
Week 3	Harry Potter Camp	July 30th - Aug 3rd
Week 4	Ghostbusters Camp	Aug 13th – Aug 17th
Week 5	Secret Agent Camp	Aug 27th - Aug 31st

***Get more details about each camp on our website. www.emeraldcitykarate.com**

Camp Code

- ✓ Respect the surrounding environment and the dojo by following the rules at all times.
- ✓ Respect counselors and all others both with our group and people we meet along the way.
- ✓ Respect yourself.
- ✓ Have fun!

Field Trip Transportation

Participants in our camp sessions will venture out on a variety of supervised off-site trips throughout the week. We will travel for these field trips by either walking or taking the Emerald City Karate Van. Many field trips and transportation arrangements are time-sensitive so please make sure your camper arrives on time each day.

Field Trip Schedule: This field trip schedule is for all camps.

Monday & Wednesday: Lunch and Play time at the Park (Greenwood or Sandel Park)

Tuesday: Watch a movie in style at the Regal Cinema (Northgate)

Thursday: Wild Waves and Enchanted Village Park

In order for campers to have the maximum amount of time to enjoy Wild Waves and Enchanted Village Park, we'll be leaving the dojo around 9:10 AM. Please arrive on time.

Safety & Discipline

Safety

- The safety of our students is our highest priority. Program staff work very hard to maintain an environment where students can participate in activities safely.
- Occasionally students may experience a minor injury while participating in activities. This is rare but when it happens program staff use their first aid knowledge to take care of the student. All staff carries basic first aid supplies with them throughout the day.
- In the unlikely event of a serious injury, staff will immediately call 9-1-1 as well as notify a parent or guardian. In the event of a natural or other disaster, students will remain under the direct care and supervision of program staff until an authorized individual is able to check them out.

Discipline

- Minor behavior problems are handled on the spot. Interventions may include verbal reminders, requesting an apology, etc. Repeated minor offenses will result in more formal disciplinary actions, such as contacting the parent or guardian or requesting a conference.
- Parents will be notified if major behavior problems occur. Larger issues that may lead to short-term suspension include physical endangerment of others or self, property damage or theft.
- If students are found with illegal objects or substances (for instance, drugs, alcohol, tobacco or weapons), they will be suspended and immediately removed from the program.

How do I contact Campers during the day?

For communications to campers and staff, parents may call the Emerald City Karate (206) 437-3932.

Arrivals & Departures

- Every student must be signed in and out each day at the front desk by an approved parent or guardian.
- Drop-off time is between 8:30 AM – 9 AM and Pick-Up time is 3:45 PM – 4 PM

(We have Karate classes at 4:15 PM on Wednesdays so please pick up your child on time)

- Arriving late? Please notify our staff by calling Phone number: (206) 437-3932
- Leaving early? Please alert our staff at the Dojo.

Absences

- It is the responsibility of parents to notify Emerald City Karate when a child will not be in attendance for the day, or a part of the day. Please call (206) 437-3932.
- Unfortunately, there are no refunds for days or weeks that students cannot attend. A friend cannot replace an absent student; all students must be registered to participate.

Parking and Getting Here

- We have 4 designated parking spots next to our school in our parking lot. Please feel free to use the parking spots to drop-off and pick up your child or the ample street and neighborhood parking.
- Our school is located at 84th St. & Greenwood Ave N just north of the post office.

Emerald City Karate is easily accessible by using I-5, Highway 99, Greenwood Ave, 85th street, and 15th Ave NW. Contact us if you have any questions or concerns.

Preparing for Camp (Things to Bring)

Each camper is provided a personal cube space to stow their belongings.

Make sure to label all your belongings.

FOOD *Staff does not provide food.

- _____ Healthy lunch (We have a small refrigerator and a microwave)
- _____ Two snacks (Morning and Afternoon snacks) We set aside two 15-minute breaks during which campers can rest and eat their snacks brought from home.
- _____ A Water bottle.

CLOTHING

- _____ Play clothes that are appropriate for the weather. Shorts or pants are recommended.
- _____ Skirts and dresses are not advised. Campers may get dirty! Closed-toe, comfortable, walking shoes.
- _____ Swimsuit, Towel, Swim goggles on Thursdays (For field trips to Wild Wave and Enchanted Village Park)
- _____ Dojo hats will be given out on the first day of camp. Campers are required to wear their dojo hats during Field Trips. This allows us to recognize campers easily when we are out with the general public. Due to health guidelines, we cannot loan hats. If a camper does not come to camp with his/her hat any day during camp, you will need to purchase a new one for \$10.

OTHER ITEMS

- _____ Sunscreen. You are responsible for providing sunscreen and making sure that your child has enough to last all week.
- _____ Backpack to carry all camper belongings.
- _____ NERF Blaster (We have enough darts at the dojo so please DO NOT BRING your darts.)
- _____ Booster Seat (If your child is under 8 years old or four feet nine inches or shorter, your child needs a booster seat. Please bring it on Field Trip days as noted in this handbook)

*Emerald City Karate staff will not be held responsible for any items that are lost, stolen or broken while at camp.

Registration and Registration Policies

Registration: Fill out the registration form. Registration forms include Authorization and Medical Treatment Forms. *Paperwork and payment must be completed and turned in 14 Days before your child's first day of camp or you risk the chance of losing your reserved spot at camp. (And Space is limited.)

Fees: Send or hand this form in to the dojo. You can make a payment by credit card or ACH.

Refund Policy

Payments are refundable if written notice of cancellation is received by Emerald City Karate's office at least 30 days prior to the start of the session(s) your child was scheduled to attend. No fee reductions will be made for late arrivals or early departures. It is understood that in the case of homesickness, dismissal, student suspension, or voluntary withdrawal, there is no refund of fees. If it is deemed advisable to send a camper home for medical or other reasons, a prorated portion of the camp fees may be refunded at Emerald City Karate's Discretion.

Program Cancellations

Emerald City Karate reserves the right to cancel a camp or class. In the rare event of a cancellation, you will be notified about four weeks before the program start date, and you will receive a full refund.

Contact Information

Emerald City Karate
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Seattle, WA 98103
(206) 437-3932
emeraldcitykarate@gmail.com