



Family Handbook

Camp AFA is a fun and comfortable place for K-5th grade students to unwind after school. Our program has lots of different things to do, like getting help with homework and doing fun activities that engage children. Our teachers are really good at what they do, and they love helping kids grow and learn new things.

All of our information is found on our website, www.campafa.com. Parents/guardians will be given an online account where all communication, payments and account information will be held.

Where is Camp AFA located?

Camp AFA is located at Albemarle First Assembly (1501 NC 24 27 Bypass W, Albemarle, NC 28001). After school transportation is offered from the following schools:

- Endy Elementary School
- Millingport Elementary School

Who may attend Camp AFA?

Our program is designed for Kindergarten-5th grade students.

What will my child do each day?

We understand that children require engagement beyond school hours, which is why our program is designed to balance learning and fun through various experiences. Our caring and qualified staff ensure that your child is given opportunities to learn and grow, from providing homework assistance to facilitating enjoyable activities.

Camp AFA offers snacks, homework time, arts and crafts, group games, character development, devotions, special activities, and service opportunities.

Who is in charge?

Our Camp AFA Site Manager, April Travis, brings decades of experience as an after school and in school programming professional. She leads a staff of trained, vetted and background checked counselors who are CPR and First Aid certified. Our team enjoys working with children of all ages, giving them the opportunity to relax, grow and learn.

Drop off and pick up procedures:

As soon as your child arrives, attendance will be taken. If your child will not be attending, please message the site manager before 1:30pm.

At pick up, staff will call your child to meet you at the check-out area. Children must be signed out daily by an authorized person listed on their registration form. Staff reserve the right to ask

to see a driver's license to prove identification. If your child is to leave with someone other than those listed, you must notify the site manager.

What happens if I am running late?

Camp closes promptly at 6:00pm. We understand that unavoidable situations may sometimes arise. If you find that you are going to be late, please message us immediately so that neither staff nor your child will worry. You will be drafted an additional fee of \$10 for each 10-minute increment past closing time.

After waiting for 30 minutes, staff will begin calling those allowed to pick up listed on child's registration form. After trying unsuccessfully to contact you and those others listed on the form, we will call the proper authorities.

2023-24 School Year Rate Policy

Registration:

- Must be completed online: ([Click Here](#))
- Cost: \$25 per child

Pricing: \$70 per week

(Pre-Paid Auto Draft weekly, semi-monthly or monthly)

Discounts:

- Each Additional Child 10% Discount
- Pay in Full Discount (August-May): 10%

If a financial problem arises or if your child is not prepaid as agreed, AFA's Executive Administrator will reach out to you to discuss and resolve.

What if I have a returned payment?

If your draft is declined, AFA has the right to redraft you at any time. If payment is not made on time, there will be a \$25 late fee added if your balance is not taken care of within five business days of the original draft date. If your payment draft is late or missed two times consecutively, childcare will be suspended until the balance has been paid.

What if I can't afford payments?

AFA members have designated a financial aid fund to help families afford Camp AFA costs. Application for financial aid is available upon request. A sliding fee scale will be used to help determine a financial aid amount.

Behavior Policy

We hope that your student has a really good time and has fun at Camp AFA. Our staff will help your child understand the rules and explain what behavior is good and what is not. We want everyone to have fun and be safe!

We also think it's really important for parents and staff to communicate and work together. This way, we can make sure that everyone is happy and doing what's best for everyone.

Expectations

- Follow directions.
- Keep hands, feet, and objects to yourself.
- Use courteous manners.
- No name calling or teasing.
- Respect others.
- Never leave your group without permission.

Positive Reinforcement

- Praise
- Positive notes
- Special privileges
- Group rewards
- Fist bumps, pats on back, thumbs up
- "Camper of the Week"

Consequences

- Warning
- Activity will be restricted
- Time out/behavior documented
- Parent notification
- Immediate call to parent for pick-up
- Suspension

In severe instances, the site manager will determine an appropriate consequence. We do not condone: use of corporal punishment, making fun of children, threatening or yelling at children, using profanity, or leaving children unsupervised. Fighting with or bullying of other children and disrespect toward staff will not be tolerated.

Dismissal from Camp

Families with the following unresolved issues may be dismissed from the Camp AFA program:

- Excessive tardiness in fee payments or failure to pay fees
- Discipline problems that cannot be solved after repeated attempts
- Disrespect from parents toward staff or children
- A child's behavior that become detrimental to him/herself or others
- Repeated late pick up

Medical Information

Sick children do not need to be at school or at Camp AFA. They need proper care and will feel better in the comfort of their own home. Please do not send your child if he/she has had a temperature over 99.9 degrees, if your child has vomited in the last 24 hours or has a contagious rash or lice. We will call you immediately and ask you pick your child up if he/she becomes ill while at Camp AFA. If your child does not attend school, they should not attend Camp AFA.

What if my child needs to take medicine while at Camp AFA?

Medications may only be given when:

- You have completed and signed the proper form, which is available from our Camp Site Manager.
- Medications are sent in the original container.
- Doctor's directions are clearly written on any prescriptions.

What if my child has an accident while at Camp AFA?

In the event of an emergency, we will take the necessary actions for the health of your child and make every effort to contact you. Please be sure that we always have current contact info.

****You are responsible for your child's primary accident insurance.****

Inclement Weather

In the event of inclement weather:

- Camp AFA delayed opening, early dismissals or closings due to inclement weather will be sent to your family via Brightwheel.
- In the event of Stanly County Schools cancellation of school, Camp AFA will be closed.
- In the event of Stanly County Schools early dismissal, Camp AFA will be responsible for early school pickup.
- In the event of a tornado warning, Camp AFA will not release children. Any person on AFA property should report to the pick-up area and may shelter inside until the warning is lifted.

What about when school is out?

Camp AFA has you covered. We offer "staycation" days for full and early release days at no additional charge.

2023

- October 9
- November 7, 10, 22
- December 18, 19, 20, 21, 22, 27, 28, 29

2024

- January 2, 3, 15
- February *16, 19
- March 11, 12
- April 1, 2, 3, 4, 5
- May *22, 23, 24

*Early Release Day

2023-2024 Camp AFA Calendar

August 2023				
Mo	Tu	We	Th	Fr
		9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

September 2023				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

October 2023				
Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

November 2023				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

December 2023				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

January 2024				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

February 2024				
Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	

March 2024				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

April 2024				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

May 2024				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24

KEY	
	Regular After Care Day (pick up by 6pm)
	Full Day Care (drop off begins at 7am, pick up by 6pm)
	Holiday— NO AFTER CARE
	First or Last Day of After Care Program
	Early Release Day (pick up 6pm)
	Early Registration for Summer Day Camp Program
	Early Registration for 2024-2025 After Care