

Parent/Camper Handbook

2010 Summer Season

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Mission:

In creating this camp, we hope to develop a program where children can spend their summer in a fun environment learning about magic and similar forms of entertainment. Our focus is on creating a safe atmosphere where children can explore their creativity, learn about being a performer, improve their dexterity, and enhance their social skills. We have a strong belief that thru learning the skills taught in this camp program children can gain self-confidence and a more positive self-image. Perhaps our mission can best be described by the following quote:

Magic is believing you yourself, if you can do that, you can make anything happen.

Sarasota Location & Directions:

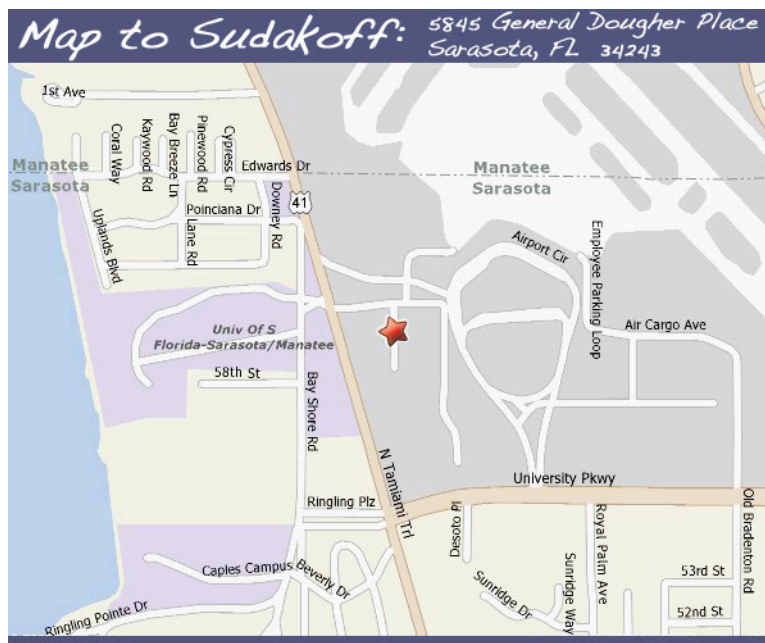
Sudakoff Center at New College of Florida
5845 General Dougher Place
Sarasota, Florida 34243-2109

If coming from the North:

Take I-75 South to University Pkwy. Head West. When you reach Tamiami Tr./41 head North (Right). Turn right on to General Spatz Blvd. Building will be on the Right.

If coming from the South:

Take I-75 North to University Pkwy. Head West. When you reach Tamiami Tr./41 head North (Right). Turn right on to General Spatz Blvd. Building will be on the Right.



Camp Cigma Hours:

Camp Cigma drop-off is from 8:30 AM to 9:00AM. Pick-up begins at 3:15PM and ends promptly at 3:30PM. Please notify us as early as possible if for whatever reason you will not be able to pick up your child by 3:30PM. Camp personnel will be leaving the facility by 4:00PM. A late fee of \$15 will be charged for every 15minutes after 3:30pm

Daily Schedule:

8:30 – 9:00 Morning Drop-Off
9:00 – 9:15 Cigma Briefing
9:15 – 10:15 Magic Lesson
10:15 – 11:00 Cigma Games/"SC"
11:00 – 12:00 The Vaudeville Experience
12:00 – 12:30 Lunch
12:30 – 1:30 Magic Practice, Practice, and More Practice
1:30 – 2:30 The Right Brain Workout
2:30 – 3:00 Battle Ball/Bop-it/Special Events
3:00 – 3:15 Snack/Conjurers' Finale
3:15 – 3:30 Pick-Up

Cigma Policies & Procedures:

- a. *Use of Medication* – If your child will need medication during the program hours please speak with the Camp Director. It is recommended that a camper take needed medications at home prior to camp. When an underlying health problem necessitates the administration of medication during the camp day, camp personnel can administer medication. No "over the counter" medications will be administered without a doctor's note and prescription. Your child is not allowed to carry medication. Medications must be in the original packing/prescription bottle that identifies the prescribing physician, the name of the medication, the dosage, and the frequency of administration and turned over to the Director or camp personnel responsible for the handling of medications. Dietary supplements are not approved by the FDA for use as drugs and will not be administered by camp personnel. Controlled narcotic medications will not be administered in the camp setting. Please contact camp personnel about campers with chronic conditions that may need other medications and each will be considered on a case by case basis. First aid will be provided as needed by camp personnel.
- b. *Behavior Policies*
 - i. At Camp Cigma our philosophy is to be proactive and avoid behavior problems by keeping campers engaged with stimulating activities. We work hard to provide a safe and fun environment and should discipline problems

arise we have a set behavior modification policy in place to teach the campers how to make more appropriate choices and have a stronger sense of decorum. We believe there are no bad children, just bad choices and inappropriate behaviors can be turned into teachable moments. Parents will be notified of any behavior issues that arise so that we can all work together to strengthen the social growth of our campers.

- ii. The following behaviors will not be tolerated and may result in dismissal from camp:
 1. Fighting or personal injury to another camper
 2. Stealing
 3. Continual disregard of camp rules and policies
 4. Bringing weapons to camp *
 5. Vandalism (parents may be financially responsible for any destruction to New College of Florida or The Annex at Carrollwood Cultural Center's properties.)
 - iii. Any camper can and will be expelled from the program due to disciplinary misconduct in the best interest of the camp with no camp refund.
- c. *Check-in* – Drop off campers at Sudakoff Center or The Annex's Parent Pick-up Loop in front of the facility. A staff member will be there to greet the camper in the mornings. If arriving late, parents must escort their child to the camp office and sign them in (follow the blue arrows). Attendance will be taken on a daily basis.
 - d. *Pick-up* – Campers will be escorted to their cars during pick-up. If a parent is late (after 3:30pm) the parent must come to the camp office to check-out his/her child. Please notify the camp office if any additional persons are authorized to pick up the camper and of carpool arrangements. If it is necessary for a camper to leave early, the camper will only be released to a parent/guardian or another person on the release form. No exceptions can be made. A parent may not call and say a neighbor is picking up a child. Also, please list older siblings if they will be picking up the camper. The release form may be changed at any time with additions and deletions in the camp office. A photo ID will be requested when an unidentified person comes to camp for pick up.
 - e. *Lunch* – Campers are responsible for bringing their own lunch each day. Refrigeration and heating up foods is unavailable. Please mark lunches with camper's name.
 - f. Snacks will be provided toward the end of the day.
 - g. *Magic Props* – Each camper is responsible for his or her own magic. Props including Cigma bags that are broken or lost by campers will not be replaced by Camp Cigma. Note that Diablo and spinning plate sticks will pierce through the Cigma bags and these bags will not be replaced. All juggling equipment should be labeled with camper's name. If you would like to purchase replacement tricks for lost or broken props, contact the Director to find out the price for individual items.
 - h. *Field Trips*- All campers will be participating in any scheduled field trips. There will be no supervision left at the camp facility. All camp personnel will be going on each field trip. Therefore, if your child arrives late or leaves early, parents/guardians will be responsible for taking the child to or from the field trip site.
 - i. *End of Session Performance* – Each session will end with an evening performance. Each registered camper will receive three tickets for the show. Additional tickets for the show can be purchased from camp personnel.

- j. *Photography and filming*- Photographs and videos will be taken throughout camp. End of session videos will be placed on www.campcigma.com for your viewing. All photographs and videos will be used only for publicity and future marketing. From time to time, reporters and photographers from TV stations and newspapers will visit camp for articles and TV spots. If you do not want your child photographed or filmed please send us a note in writing. By signing a completed registration form, all photo and video waivers have been provided and noted.
- k. *General Liability*- please review the registration form. By signing the completed registration form, all general liability waivers have been provided and noted.

Items to Send:

Campers should bring their Cigma Bag with their tricks to camp each day. Please do not bring personal magic to camp until after approval by directors. On field trip days campers are required to wear their Cigma T-shirt. Please send sun block with children for outdoor activities or apply before they come to camp. Closed toed shoes may be required for participation in several games

Tuition fees include: Cigma bag, T-shirt, field trip fees, magic trick per day, afternoon snack, three tickets to the *End of Session Show*, and appearances by entertainers.