



# Parent Handbook

## Welcome to Up With People Jr!

We are glad that you have chosen to spend some memorable moments with us this summer. We have an incredible summer planned with an amazing staff, fun programs and events to ensure our commitment in providing your child with a rewarding experience.

This parent handbook is designed to prepare and assist you with some of the questions you may have about the camp. It contains helpful and important information that will make the camp a meaningful experience for your child as well as a valuable resource for you as a parent.

Please review this handbook carefully with your child and don't hesitate to email your Site Director, if you need any additional information. Your Site Director's email address can be found on the UWP Jr. website and under your specific location.

We are excited to meet and get to know the families of our campers. We look forward to providing your son/daughter with a fun, safe and educational summer experience. Hope to see many of you this summer!

## Mission

Up with People (UWP) exists today to spark children into action in meeting the needs of their communities, countries and the world while building bridges of understanding as a foundation for world peace.

## History

UWP was founded in 1965 as a positive voice for young people during a turbulent period in history. Its historic path officially began in 1968 when it was incorporated as a 501(c)(3) international, educational non-profit entity.

Over the years, UWP has become known as a tremendous force in international relations, education, and entertainment. We are proud of the impact we have made – and continue to make today.

## UWP Programs

UWP has been redefining global education for nearly 50 years. Currently, UWP has three program offerings:

- ★ UWP Global Education Program: semester program for college-aged students
- ★ Camp UWP: a three-week residential camp experience for 13-17 year old students;
- ★ UWP Jr.: an one week day camp experience for 8-12 year old students



The internationally acclaimed group Up with People began in 1965 Founded by Blanton Belk, using music as the vehicle to promote cultural awareness, and global citizenship. 50 years later college age students from all over the world continue to share the Up with People message of goodwill and understanding worldwide. Up with people exists today to inspire young people to make a difference in their world.



Camp UWP began in 2010, as Camp Horizons and Up with People looked for ways to bring the curriculum of Up with

People to teen-agers world-wide. Camp Up with People is built with all the great qualities of Up with People. A fun-filled, summer camp for anyone ages 13 – 17 interested in performing arts, leadership, community service and global awareness. Our goal is to equip our campers with life skills to effect positive change in the communities.



Another star is born in the Up with People family. Launching this summer 2016 for the first time, the music, the dancing, the friendship and everything that has made “Up with People” famous is now being shared with kids around the world. An arts based day camp experience for 8 – 11 year olds, focused on leadership, equality, and cultural awareness, culminating with a high energy Up with People style show.

### **Our Purpose**

UWP Jr’s purpose is help our campers develop a better understanding of the world around them starting with their families and friends, and to create a safe, caring environment where young people can make friends, have fun and achieve personal growth. At UWP Jr, young people can build healthy relationships, gain self-confidence, and learn to see their lives as part of today’s amazing and challenging world.

### **Our Staff**

We have only the highest standards of excellence when it comes to selecting our day camp staff. Prospective camp employees complete a rigorous staff application and interview process with our Site Directors.

Candidates for employment demonstrate an exceptional set of skills in the areas of child development and communication, and of course demonstrate the enthusiasm, compassion and patience required to work successfully with groups of children ages 8 – 11. Candidates for employment are required to submit a comprehensive work history, positive references and also pass extensive background checks. This protocol is repeated every year for ALL staff, including returnees.

Once hired, staff participate in an extensive staff training process focused on creating the safest possible physical and emotional environment for our day camp community. In addition, throughout the day camp, our Site Director actively engages in the ongoing process of reviewing and evaluating staff to ensure the maintenance of the highest standards in safety and skill building.

Most of our experienced and talented staff members are hired locally and we make every effort to recruit at least one staff member from Up with People alumni based either nationally or internationally.

### **Facilities**

Given that our sites are nation-wide, each facility may vary in lay-out, and size, although each site has passed state certifications and it selected with the needs of our arts based curriculum in mind.

### **Registration and Payment**

Registration can be viewed and completed on and payment made securely through the UWP Jr. or partnering organization’s website. Parents/Guardians are required to submit all medical and health history, as well as emergency contact information, photo release and camper drop-off and pick up forms upon completion of registration online. Children cannot attend camp until all forms have been completed and submitted.

**Safety**

Safety is a primary concern and we pride ourselves in maintaining very high standards around the safety of our children and staff. Prevention measures and well-trained staff are keys to a safe summer.

All program-related activities contain an element of risk, including the unpredictable forces of nature. A signed registration form denotes that the parent/guardian and participant acknowledge this inherent risk. Various Waivers will be required, and will be included in your registration packet.

**Medical Section**

The information in the Medical Section/Health history on the online enrollment process is gathered to assist us in identifying proper care. Please be sure to complete all needed form as they pertain to your child's health care needs.

**Medications**

We follow strict guidelines to protect the safety and health of our day campers. Parents/Guardians must fill out the medication permission form and submit as they register their child on our website. Our designated health staff will be available for parents to turn over any medication that children need during the day. All medication must be in the original, labeled bottle in order for it to be accepted. The designated health staff must have written information from the parent/guardian describing the name of the physician, the amount, time and type of medication each camper must receive

Over-the-counter medications (Tylenol, Benadryl, etc.) in both pill and liquid/chewable form are available for campers. However, these will not be administered unless there is prior written permission given by and a call made to the parents/guardians.

**Cancellation Policy**

UWP Jr. Day Camp cancellation policy allows for cancellations up until 30 days prior to your specific site's start day but will result in a \$100 cancellation fee, with the remainder refunded to your credit card.

Cancellations made after 30 days will receive no refund.

**Visitors' policy**

UWP Jr. encourages parents to participate in the final show on the last day of camp. However, for the safety and security as well as for the best possible experience for the kids, we ask parents to refrain from visiting during the hours that camp is in session. From experience, we know that children simply cannot and do not interact the same while parents are closely watching over them and that it often becomes a distraction for the group as a whole.

**Staff after-hour availability**

We encourage parents/guardians to share their thoughts, concerns and questions. The best time to call is before camp between 7.30 am and 8.45 am and after camp between 3.30 pm and 6.00 pm. Parents may call the camp phone number anytime during the day camp hours and leave a message. The leadership team members are actively engaged in the program and will periodically check messages during the day and respond in a timely fashion.

For less urgent matters, we ask parents/guardians to email the Site Director directly who will get back to you by the end of the day.

**What to Expect**  
**Sample Schedule**

	Day 1	Day 2	Day 3	Day 4	Day 5
<b>Pre camp</b>	As needed per site				
<b>9:00 - 15</b>	Warm ups daily info	Warm ups Daily info	Warm ups Daily info	Warm ups Daily info	Warm ups Daily info
<b>9:15- 10:30</b>	Get to know	Curriculum Connection #2	See & Serve Community Service Project	Curriculum Connection #5	P.A. Time Dance & Music
<b>10:30 - 10:45</b>	Break Take-5	Break Take-5	See & Serve	Break Take-5	Break Take-5
<b>10:45 - 12:00</b>	P.A. Time Dance	P.A. Time Music	See & Serve	P.A. Time Dance	Curriculum Connection #7
<b>12:00 - 12:30</b>	Lunch	Lunch	Lunch	Lunch	Lunch
<b>12:30 - 1:45</b>	P.A. Time Music	Curriculum Connection #3	Curriculum Connection #4	Curriculum Connection #6	Curriculum Connection #8
<b>1:45 - 2:00</b>	Break Take-5	Break Take-5	Break Take-5	Break Take-5	Break Take-5
<b>2:00 - 3:15</b>	Curriculum Connection Education time #1	P.A. Time Dance	P.A. Time Music & Dance	P.A. Time Music	P.A. Time Dance & Music
<b>3:15 - 3:30</b>	Wrap up Closing Circle	Wrap up Closing Circle	Wrap up Closing Circle	Wrap up Closing Circle	Wrap Up Closing Circle
<b>3:30</b>	Day Ends	Day Ends	Day Ends	Day Ends	Day Ends
<b>Post Camp</b>	As needed per site				

**Camp hours**

Monday to Friday from 9.00 am to 3.30 pm.

**Pick-Up**

Parents/Guardians are required to sign out their children upon pick up from camp. Staff take the responsibility to see that campers leave with the appropriate person each day very seriously. Children will be released only to those authorized by the parent/guardian on the permission drop-off and pick-up form that is submitted on the child's registration form. It is the parent's responsibility to notify the camp of any changes in authorization.

If someone other than the people authorized on the form must pick-up the child, a written notification must be sent ahead of time.

Those picking up children from camp should be prepared to show identification to staff members upon request. No child will be released to anyone who is not authorized to pick up that child.

### **What to Bring**

These items listed below are what our campers should have with them to be prepared for a day in the life of UPW Jr. Please be sure to label everything with camper's first and last names. We suggest a backpack for all the needed belongings.

#### Required:

Lunch

Water bottle

#### Optional Items:

Paper and pen

Medication as needed and authorized

### **Dress Code**

Appropriate attire is always needed. Please dress your child appropriately to accommodate for the physical movements and nature of the performing arts. We recommend that day campers wear layers in order to adjust to the varying physical activities that they will partake in during the day. We suggest active wear, short sleeves and pants. Campers can choose to wear shorts but please ensure modesty.

### **Camper Possessions**

Please do not send valuable possessions or expensive clothing. UWP Jr. and staff cannot be held responsible for lost, damaged or stolen possessions.

Camp is a time to get away from personal electronics as they often hinder the growth of communication skills and independence. Almost every type of electronic device is not allowed to use at camp on a regular basis including the following:

- \* Any item that can: send/receive a phone call or text message, play a video/dvd, access the internet, or send/receive e-mail
- \* Handheld electronic games
- \* DVD players or computers

Any of the electronic items above that are brought to camp will be given to the staff for safe keeping and will be given back to the camper upon pick-up.

In addition, the following items are not allowed at camp:

- \* Weapons, knives, matches, lighters, fireworks
- \* Toys

### **Lunch**

Campers are responsible for bring a well-balanced sack lunch and a snack for mid-morning and mid-afternoon breaks. In addition to a sack lunch, water bottles are required. We ask that our campers NOT share lunch items as many campers have dietary needs and allergies.

### **Lost & Found**

We check Lost & Found daily and can quickly return items to their owners if they are labeled. We keep all Lost & Found for two weeks and do our best to return items to their owners.

[www.UpwithPeopleJr.org](http://www.UpwithPeopleJr.org)