



NEXT LEVEL



YOUTH SUMMER CAMP

GAMER EDITION: 2K26



CAMP GUIDE

**2026 YOUTH SUMMER CAMP
PARENT HANDBOOK**



2026 YOUTH SUMMER CAMP PARENT HANDBOOK

Welcome to the Reminderville Kids Club, *Next Level Youth Summer Camp, Gamer Edition: 2K26!* We are excited to meet you and your child! Get ready for a 10-week summer camp experience that transforms video game excitement into real-world fun! Our summer camp program begins Monday, June 1, 2026 – Friday, August 7, 2026. Campers will take part in game-inspired activities, creative challenges, team missions, sports and gym play, pool time, special guests, and fun-filled field trips, all designed to keep kids active, engaged, and using their imagination. Please review this handbook with your child and sign and date the last page of this document to the camp supervisor by your child’s first day of the program.

Contact Information

Camp Supervisor: Kayla Pickens **Email:** kpickens@remindervilleac.com
Facility Director: Jessica Rockhill **Email:** jrockhill@remindervilleac.com
Reminderville Community Center **Phone:** (234)-212-9773
Reminderville Kids Club **Phone:** 234-212-9773 ext. 105.

Address

3100 Glenwood Blvd. Reminderville, OH 44087

Website

www.remindervillerac.com

CAMP COSTS	
Annual Members	\$225/week
Non-Members	\$300/week
Before Care	\$50/week
After Care	\$75/week

CAMP TIMES	
Monday - Friday	9:00 AM – 3:00 PM
Before Care	7:00 AM – 9:00 AM
After Care	3:00 PM – 6:00 PM

General Camp Day

(Camp weeks may differ based on scheduled special guests and special programming)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Pool & Splash Pad Day <i>*May be subject to change depending on the camp session/week</i>	Twinsburg Public Library Book Mobile Visit Snack Time	Trip to Summit Metro Parks OR Trip to Streetsboro Splash Park	Field Trip Days <i>*There is one field trip that will be on 7/29</i>	Pool & Splash Pad Day <i>*May be subject to change depending on the camp session/week</i>
Arts & Crafts	Whiz Kid Activity	Arts & Crafts		Whiz Kid Activity
Gym Activity	Retro Remix Activity	Gym Activity		Free Play Station Gym OR Movie
Snack Time	Gym Activity	Snack Time		Snack Time

CAMP SESSIONS AND FIELD TRIP INFORMATION

Session/Date	Theme	Field Trip	Special Notes
Session 1 (6/1 – 6/5)	The Ultimate Gamer's Guide	SkyZone (6/4) Bus Leaves: 10:30 am Bus Returns: 1:30 pm *Bring a snack to eat at the RKC to eat before trip. Pack regular lunch – we will eat once we return (non-refrigerated)	*Please review information regarding our trips to the Summit Metro Parks on Wednesdays below. Special Guest (6/5) Let's Play Mobile Gaming Truck! (1pm -2pm)
Session 2 (6/8 – 6/12)	Pixel Perfect Summer Jam	Roseland Lanes Bowling (6/11) Bus Leaves: 10:30 am Bus Returns: 1:15 pm *Campers will receive 1 slice of pizza and pop at field trip -Still pack regular lunch – we will eat once we return (non-refrigerated)	*Please review information regarding our trips to the Summit Metro Parks on Wednesdays below.
Session 3 (6/15 – 6/19)	Craft, Build, Create!	Natural History Museum (6/18) Bus Leaves: 9:05 am Bus Returns: 1:45 pm -Pack brown bagged lunch & plastic water bottle – eating at field trip	*Please review information regarding our trips to the Summit Metro Parks on Wednesdays below. Scientist Mike Presentation: Friday, June 19th @1:00 PM – 2:00 PM
Session 4 (6/22 – 6/26)	Journey Through Game Worlds	Atlas Movie Theater (6/25) Bus Leaves: 9:30 am Bus Returns: 12:30 pm *Snacks included at theater (popcorn and drink) Pack a regular lunch – we will eat once we return (non-refrigerated).	*Please review information regarding our trips to the Summit Metro Parks on Wednesdays below.
Session 5 (6/29 – 7/3)	The Game Board Gauntlet	Lake Farm Park (7/3) Bus Leaves: 9:20 am Bus Returns: 1:40 pm -Pack brown bagged lunch & plastic water bottle – eating at field trip -Bring sunscreen with child's name on it and rain jacket.	*Please review information regarding our trips to the Summit Metro Parks on Wednesdays below.
Session 6 (7/6 – 7/10)	Turbo Legends	Woodside Lake Park (7/10) Bus Leaves: 10:30 am Bus Returns: 2:30 pm -Pack brown bagged lunch & plastic water bottle -Bring sunscreen and insect repellent with child's name on it (camper must know how to self-apply) -Please dress in swim attire prior to drop off, pack a towel, comfortable shoes and a change of clothes	*Please review information regarding our trips to the Streetsboro Splash Park on Wednesdays below.

<p>Session 7 (7/13 – 7/17)</p>	<p>Mining Madness</p>	<p>Preston’s H.O.P.E Park (7/16) Bus Leaves: 9:30 am Bus Returns: 2:30 pm -Pack a brown bagged lunch and disposable water bottle -Bring sunscreen and insect repellent, with child’s name on it (camper must know how to self-apply)</p>	<p><i>*Please review information regarding our trips to the Summit Metro Parks on Wednesdays below.</i></p> <p>Special Presentation (7/17) Tada Magician – Willie Barnett (10am -11am)</p>
<p>Session 8 (7/20 – 7/24)</p>	<p>Level-Up Grand Prix</p>	<p>Fun N Stuff (7/23) Bus Leaves: 10:30 am Bus Returns: 1:30 pm *Bring a snack to eat at the RKC to eat before trip. -Pack a regular lunch – we will eat once we return (non-refrigerated) -Bring sunscreen with child’s name on it (camper must know how to self-apply)</p>	<p><i>*Please review information regarding our trips to the Streetsboro Splash Park on Wednesdays below.</i></p> <p>Scientist Mike Presentation: (7/24) (1PM – 2 PM)</p>
<p>Session 9 (7/27 – 7/31)</p>	<p>Build Mode Activated</p>	<p>Lake County Captains Stadium (Wednesday) (7/29) Bus Leaves: 10:15 am Bus Returns: 2:40 pm *Lunch Provided at the game – Hotdog, chips and a water -Bring sunscreen with child’s name on it (camper must know how to self-apply) -If there is rain in the forecast – pack a rain jacket</p>	<p><i>*Please review information regarding our trips to the Summit Metro Parks below. This trip will be held on Thursday for this week only (12pm-2pm).</i></p> <p>Special Presentation (7/31) Outback Skylar (1pm -2pm)</p>
<p>Session 10 (8/3 – 8/7)</p>	<p>Race Around the Game Board!</p>	<p>Great Lakes Science Center (8/6) Bus Leaves: 9:20 am Bus Returns: 2:40 pm -Pack a brown bagged lunch and disposable water bottle</p>	<p><i>*Please review information regarding our trips to the Streetsboro Splash Park on Wednesdays below.</i></p>

Summit Metroparks (Liberty Park)

On Wednesdays, the campers will be visiting Twinsburg Summit Metroparks (Liberty Park Nature Center) this summer. There will be a bus that comes to pick us up and bring us back to the Reminderville Kids Club. Transportation will be provided by the City of Twinsburg. The kids will interact with a naturalist and then can explore the park.

**Please note that we attend the park from 12:00 PM – 2:00 PM, every Wednesday. please pack a snack for your child to eat at the park and a disposable water bottle. We will eat lunch prior to the trip. In addition, we recommend packing a light rain jacket, sunscreen, or insect repellent with your child. Please note that every camper must know how to self-apply if these items. In the event of inclement weather, we will not attend the park that day.*

Streetsboro Splash Park

Beginning in July, on every other Wednesday, the campers will be visiting the Streetsboro Splash Park. There will be a bus that comes to pick us up and bring us back to the Reminderville Kids Club. Transportation will be provided by the City of Twinsburg.

Please make sure to pack your child a brown bag lunch, snack and water- we will be eating at the field trip. Have your child dressed in their swim attire at the time of drop off with clothes on covering. There will be no time to change. Things to bring are a towel, a change of clothes and an extra bag for wet clothes. In addition, we recommend packing sunscreen, or insect repellent with your child. Please note that every camper must know how to self-apply if these items. **In the event of inclement weather, we will not attend the park that day. The bus will leave at the scheduled time and will not wait for those that are late. The bus leaves at approximately 11:30 AM and will return at approximately 2:30 PM.*

Twinsburg Library Book Mobile: They will be coming to summer camp every Tuesday from 10am–11am. The kids will enjoy fun activities provided by the Twinsburg Library. Kids will check out books on the Reminderville Kid’s Club Library Card. All books must stay at the Reminderville Athletic Club. Our staff is responsible for returning the books each week.

Special Guest Presentation and Visits

- **Let’s Play Mobile Gaming – Friday, June 5, 2026 at 1:00pm-2:00pm**
- **Scientist Mike Presentations – Friday, June 19, 2026 & Friday, July 24, 2026 at 1:00pm-2:00pm**
- **Tada Magician Show! – Friday, July 17, 2026 at 10:00am-11:00am**
- **Outback Skylar! – Friday, July 31, 2026 at 1:00pm-2:00pm**

Pool/Swim Days and Safety and Swim Test

Pool Safety and Swim Test for Parents

Swimming safety is a top priority at our summer camp since we will be in the water twice a week. For campers who wish to swim in the pool, a Swim Test is required to assess their swimming abilities. This helps us ensure that children are safe in the water and matched with appropriate activities.

The swim test is important because it helps:

- 1. Identify Swimming Ability:** It allows us to determine which campers can safely navigate deeper water and which may need to stay in the shallow or splash pad areas.
- 2. Prevent Accidents:** By assessing swimming skills, we reduce the risk of unsafe situations, such as fatigue or overexertion in the pool.
- 3. Promote Confidence:** Campers who pass the swim test may feel more confident in the pool, while those who don’t pass initially can work towards their goal with encouragement and support.
- 4. Ensure Supervision:** Camp counselors and lifeguards can focus their attention more effectively based on the swim abilities of the campers.

Swim Test Procedures

The test will be administered by a certified lifeguard on the first day of the camp week and will apply for all weeks of camp. Returning 2026 campers each week who have already passed the test will be recorded and will not need to retake it weekly.

1. Campers will swim one lap in the water without touching the bottom, stopping, or holding onto the sides down and back.
2. Those who pass the swim test will receive a **RED** wristband, allowing them to use the pool.
3. Those who do not pass will receive a **BLUE** wristband, granting them access to the splash pad or other dry activities. Campers with blue wristbands may retake the swim test during the next scheduled pool day if they wish.

Pool Rules

To maintain a safe and enjoyable swimming experience, all campers, staff, and parents are expected to adhere to the following rules:

1. **Swim Attire:** Please make sure your child is dressed in their swim wear each pool day upon drop off to help save time.
2. **Proper swimwear is required** (no gym shorts, cutoff jeans, or diapers that are not swim specific).
3. Swim diapers are required for children who are not potty-trained.
4. **Health & Hygiene:** Campers feeling ill, experiencing diarrhea, or showing signs of contagious illnesses should refrain from swimming for everyone's safety.
5. **Safety Equipment:** Life jackets or flotation devices will **not** be permitted in the pool to ensure all campers are swimming independently and to maintain consistent swim test standards.
6. **Behavior:** All individuals are to observe instructions from the lifeguard on duty, whom are there to aid in your safety.
7. Horseplay and running are not permitted in the Pool or Splash Pad area.
8. Diving, flips and backflips are not permitted in the pool area.
9. Please return all Pool Exercise Equipment after use to their designated areas.
10. Pool noodles and other toys are allowed only with lifeguard approval to ensure safety.

Field Trips

- Parents and Guardians: On field trip days, please bring your child on time by 9:00 AM to make sure no child is left behind. The bus will leave at the scheduled time provided.
- Campers must wear their camp t-shirt every field trip day and pack a change of clothes if necessary.
- Campers are not permitted to bring money on field trips, if caught before departure time, it will be left at the Reminderville Athletic Club.
- Bus Rules:
 - Kids will be required to always sit on the bus while the bus is moving.
 - Kids will not be allowed to eat or drink on the bus.
 - Toys are not permitted to bring on the bus at any time.
 - Yelling or screaming will not be tolerated as it is a safety hazard for the bus driver while driving.
 - All hands and feet are to be always kept to themselves.
- Failure to follow transportation or field trip rules may result in disciplinary action, parent/guardian notification, loss of field trip privileges, or removal from program participation at the discretion of the Reminderville Kids Club management team.

Attendance

Please notify Reminderville Kids Club staff in advance if your child will be absent from camp. Providing notice allows staff to plan accordingly and helps ensure the safety and accountability of all participants. To report an absence, please call 234-212-9773 ext. 105. Or you can email us at kpickens@remindervilleac.com.

Communication Policies and Procedures

Frequent and open communication with the Reminderville Kids Club Staff is critical for the safety and well-being of your child.

- Always remember to notify Reminderville Kids Club Staff of when your child will be absent for any reason.
- Any changes in home or work phone numbers or email address need to be updated within 24 hours with the management team.
- Keep emergency phone numbers and persons designated to pick-up your child up to date.
- Contact the Reminderville Kids Club supervisor if you have any questions or concerns about your child's care or would like to discuss his/her progress.

Divorce/Separation

If there is a custody problem that affects the care given to your child, the Reminderville Kids Club is legally bound to abide by the wishes of the parent with legal custody. A copy of the most recent court order showing custody must be provided and retained in the child's file. Release of the child will be determined by the court document. Without a court document, the Reminderville Kids Club will not accept the responsibility of deciding which parent has legal custody. If there is a concern about a possible problem, a written agreement will be required. It will be signed by both parents, and it will delineate who can pick up the child and when.

General Registration and Financial Policies

All registration and enrollment forms and fees for the Reminderville Kids Club Route to Success (RTS) Program and camp programs are due in full at the time of registration unless otherwise stated within the program-specific guide. All Reminderville Kids Club programs may be registered for in person at the Reminderville Athletic Club front desk. At this time, the RKC Route to Success Program is the only youth program that currently offers an online registration option. **Proration of rates is not permitted, and all payments and fees are non-refundable.**

All required forms, waivers, emergency information, and participant documentation must be fully completed, submitted, and approved prior to any student or camper participating in a Reminderville Kids Club program. Late fees may apply for overdue program payments and/or if a student or camper is not picked up before the scheduled end of the program day.

Pick up and Drop off Procedures

To ensure the safety of all children, they must be walked into or out of the Reminderville Kids Club Room and signed in or signed out by an adult member 18 years and older or by an authorized parent/guardian 18 years and older. If dropped off early before the scheduled program begins, or picked up late after the scheduled program ends, an early/late fee will be applied and must be paid immediately.

To ensure the safety of the children, ALL children must be walked into the Camp Room in the morning and signed in by an adult. Each authorized parent and camper will receive an attendance QR Code that you and your child will use when checking in/out each day. Prior to camp, the parent/guardian will receive an email or text with the QR Code. Staff will assist with this process on the first day. Campers will receive theirs via nametag that will always stay at the facility. Check-in begins at 9:00 am in the Camp Room. A camp t-shirt will be given to them the first day of camp to take home with them that they will be responsible for wearing to every Thursday field trip.

ALL children must be dropped off and picked up at the end of the day and signed in/out by an adult 18 years and older. Reminderville Youth Summer Camp promptly begins at 9:00 AM and ends at 3:00 p.m. For every 15 minutes early or for every 15 minutes late, **an early/late fee of \$5 will be charged, every 15 minutes.** Same rules and policies apply for Before and After Care. After Care ends at 6:00 p.m. **For every 15 minutes more another \$5 charge will be added.** The late fee must be paid when you pick up your child that day. Please notify the Reminderville Kids Club supervisor whenever there is a change in authorization of pick up.

Identity Verification Policies

A valid photo ID is required for anyone picking up your child. This includes parents, aunts, uncles, grandparents etc. Please notify the Reminderville Kids Club supervisor whenever there is a change in authorization of pick up. For the safety of the children, we ask that you not put the Reminderville Kids Club Staff in the position of having to release any child into a seemingly unsafe situation. For example: persons (including parents) who appear to be under the influence of alcohol or drugs should not pick up children. Also, children are never permitted to leave the program without being accompanied by an adult 18 years and older.

General Facility Rules and Regulations

Rules and policies are posted and/or distributed to all Reminderville Community Center users. The authority to enforce these policies is vested in the City of Reminderville Recreation Staff and Administrative personnel responsible for facilities and programs. Violations of rules, malicious use or defacing of property, solicitation, verbal abuse, or other violations of the Reminderville Community Center or recreation program policies will not be tolerated. The Recreation staff reserves the right to make discretionary adjustment to disciplinary action depending on the circumstances which may include suspension or revoking patron privileges. Patron disciplinary policies will be enforced.

Unacceptable Conduct Discipline is necessary when any patron exhibits unacceptable conduct. Examples of unacceptable conduct but not limited to are:

- Abuse or intentional misuse of the Reminderville Community Center equipment and property
- Abusive or foul language
- Disregarding Reminderville Community Center rules and policies
- Engaging in dangerous activity
- Fighting or threatening harm to others
- Lack of respect for the Reminderville Community Center staff (i.e. ignored requests, intimidation, verbal threats, physical threats, etc.)
- Lack of respect for other members and/or patrons
- Misuse of a Reminderville Community Center membership barcode/QR code
- Non-payment of Reminderville Community Center membership, program or service fees
- Sexual Harassment
- Solicitation
- Theft
- Use of alcohol, drugs, or tobacco
- Vandalism

Reminderville Kids Club General Rules and Expectations

- Children must be respectful to others in the program, staff, the facility, program equipment, and the environment.
 - Children must clean up after themselves after use of toys, supplies or materials before leaving any area.
 - Children must follow directions provided by the staff at all times.
 - Fighting, hitting, spitting, kicking, and bullying will not be tolerated.
 - Appropriate language must be used at all times; use of profanity, swearing, or inappropriate slang/language that it is intended to hurt another child/staff member is never permitted.
 - Talking back or being disrespectful to staff is not permitted.
 - Screaming or any other physical activity in the Kids Club Room will not be tolerated. Physical play or activity only permitted in the Gym Court Areas.
 - Children must remain in their designated area under staff supervision at all times.
 - No play weapons or violent toys from home are permitted.
 - No use of technology is not allowed unless permission is given by staff.
 - No throwing objects or materials at children, members or staff.
 - If a child or parent needs to contact a parent/guardian/child, they may use the facility phone.
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- The Reminderville Community Center is not responsible for lost or damaged items and will not provide financial reimbursement.

Behavior Management & Disciplinary Procedures

The Reminderville Kids Club is committed to creating a safe, respectful, supportive, and positive environment for all participants. Prior to implementing formal disciplinary action whenever reasonably possible, staff will utilize positive behavior management and redirection strategies to encourage appropriate behavior, problem-solving, cooperation, and successful participation within programs and activities. Positive discipline strategies may include verbal reminders, redirection, conflict resolution, encouragement, behavior resets, positive reinforcement, speaking to parents/guardians to give them a warning before taking next steps and reviewing program expectations with participants.

The Reminderville Kids Club utilizes a behavioral card system and incident reporting procedures to document behavioral concerns, rule violations, and incidents involving participants who are not following program expectations. While behavioral cards generally reset on a weekly basis, repeated behavioral patterns, serious incidents, or ongoing concerns may continue to be documented and taken into consideration when determining disciplinary action. Parents/guardians will be notified of behavioral concerns and may receive written incident reports that will be maintained on file.

Please note that certain Reminderville Kids Club programs may implement additional or program-specific positive discipline procedures, behavioral systems, intervention strategies, expectations, or disciplinary processes based on the structure and needs of the individual program. Parents/guardians should refer to the applicable program handbook or guide for additional behavioral procedures and expectations.

We would like to encourage good behavior, by using positive reinforcement tactics. During camp, we will implement this acronym:

“CAMPERS.”

- **Care for Others and Property** (Be kind, respectful, and cleanly)
- **Always Follow Directions** (Listen carefully to counselors and staff).
- **Mind Your Manners** (Use kind words, no swearing or hurtful language).
- **Personal Space Matters** (Keep hands, feet, and belongings to yourself).
- **Eat Only Your Own Food** (No sharing to avoid allergies).
- **Respect Rules and Stay Safe** (Follow safety guidelines at all times).
- **Stay Positive and Have Fun** (Bring your best attitude and enjoy camp activities).

Levels of Disciplinary Action

1. Green Card – Positive Behavior

Participants who consistently follow rules, demonstrate respectful behavior, participate appropriately, and positively contribute to the program environment will be recognized through the Green Card level.

2. Yellow Card – Formal Warning

A Yellow Card is a formal behavioral warning issued when a participant is not following program rules, staff directions, or behavioral expectations. The purpose of a Yellow Card is to address behaviors early and provide the participant with an opportunity to correct their actions before further disciplinary action becomes necessary.

Each participant may receive up to two (2) Yellow Cards. Continued behavior concerns after the second Yellow Card may result in a Red Card being issued.

Upon issuance of a Yellow Card:

- Staff will immediately address the behavior with the participant
- Program rules and expectations will be reviewed and clarified
- The participant will be given an opportunity to correct the behavior and continue participating
- Staff may implement a brief reset or cooldown period if deemed appropriate
- Discuss with parents/guardians if we notice it is becoming a serious problem

Examples of behaviors that may result in a Yellow Card include, but are not limited to:

- Not listening or following directions
- Minor disrespect toward staff or participants
- Disrupting activities or program operations
- Non-aggressive unsafe behavior or rough play
- Repeated minor behavioral concerns after verbal reminders

3. Red Card – Serious Behavioral Infraction

Red Card Offense – A Red Card is issued for serious or repeated violations of program rules and expectations. A Red Card is considered a major behavioral infraction. Depending on the severity, frequency, or nature of the behavior, disciplinary action may include immediate removal from activities, parent/guardian notification, suspension, or termination from the Reminderville Kids Club program.

All Red Card incidents will be handled on a case-by-case basis at the discretion of the Reminderville Kids Club management team. While there is a general limit on the number of Red Cards a participant may receive before being removed from the program, the management team reserves the right to suspend or terminate a participant immediately at any time due to the severity, frequency, or nature of the infractions. While behavioral expectations are reviewed on a weekly basis to provide participants with opportunities for improvement, the management team reserves the right to consider repeated behavioral patterns and prior Red Card incidents when addressing future disciplinary concerns.

Examples of behaviors that may result in a Red Card include, but are not limited to:

- Physical aggression toward participants, staff, volunteers, or visitors
- Bullying, harassment, threats, intimidation, or repeated disrespectful behavior
- Fighting, attempting to fight, or encouraging physical altercations
- Unsafe behavior that places participants or staff at risk of injury
- Refusal to follow staff directions after repeated intervention attempts
- Destruction, misuse, or theft of facility or personal property
- Leaving a designated program area without staff permission or supervision
- Inappropriate language, gestures, or conduct
- Repeated Yellow Card behaviors or ongoing disruptive conduct
- Possession or misuse of prohibited items, technology, or materials
- Behavior that disrupts program operations or compromises participant supervision
- Any behavior determined by staff or management to be severe, unsafe, inappropriate, or detrimental to the overall program environment

Reminderville Kids Club Termination Policies

- A child who is having difficulty with the program guidelines will be handled appropriately by staff or director(s).
- ***For serious or recurring problems, the parent will be notified and will receive a written incident report. The Reminderville Community Center reserves the right to terminate any child from the Reminderville Kids Club (Tot Express Care, Route to Success Before and After School Program and Camps) for any reason and at any time.***

Health Policy

We do not have an isolation area if your child is ill. It is imperative that you keep information on the emergency medical form current and accurate.

In our efforts to create a happy and healthy experience for your child, please follow the guidelines below. Children who are ill will be more comfortable at home. When your child arrives at any Reminderville Kids Club Programming, and your child exhibits one or more of the following signs of illness, a parent or another adult listed on the emergency medical form will be notified for immediate pickup.

- Temperature at or above 100°
- Sore Throat
- Headache, chills, muscle or body aches, or loss of taste or smell
- Diarrhea and/or vomiting
- Severe cough
- Difficulty breathing or shortness of breath
- Yellow Skin or Eyes
- Redness of the eye, or eyelid, thick and purulent (pus) discharge, matted eyelashes, burning, itching or eye pain
- Not feeling well enough to participate in program activities
- Lice, scabies, or other parasites
- Untreated infected skin patches, unusual spots or rashes
- Other illness

Administering Medication Policy:

Please note that we do not have a nurse aid on site or any staff that is permitted to provide or administer any medication to your child. No child shall be in possession of any medication for any reason at any time while attending any Reminderville Kids Club programming unless they have completed a *Self-Administration Medication Form*. If there is medication that needs to be given to your child, the parent/guardian, or if the child is able to self-administer the medication themselves, the parent/guardian/child may administer the medication outside of programming areas, if the *Self Administration Medication Form*, has been completed and approved by the management team.

In accordance with the medication policies established by the City of Reminderville and the Reminderville Community Center, any participant requiring the use of prescription or non-prescription medication during program hours or while on RCC property must follow the procedures outlined below.

To allow a participant to carry, use, or self-administer medication during any program, camp, class, or activity, a completed *Self-Administration of Medication Form* must be submitted prior to participation. You can submit a request to receive the *Self-Administration of Medication Form*, by emailing Kayla Pickens at kpickens@remindervilleac.com.

Procedures for Medication Authorization

To receive approval for medication, use during programming, the following steps must be completed:

- A parent or legal guardian must request the *Self-Administration of Medication Form* and receive a form from the Recreation Manager to complete and sign this form in full.
- The request must indicate that the medication is being used under the direction of a licensed physician and may be taken during program hours and/or while on RCC property.
- Participants are only permitted to carry the quantity of medication reasonably necessary for use during the scheduled program hours.
- All prescription medication must be provided in the original prescription bottle or container with the pharmacy label attached, clearly identifying:
 - Participant's name
 - Medication name
 - Dosage instructions
 - Prescribing information
- Employees of the Reminderville Community Center and the City of Reminderville will not administer medication to participants. Medication must be self-administered by the participant as approved through the authorization form.
- Program participants are strictly prohibited from giving, distributing, or making available any prescription or non-prescription/over-the-counter medication to any other participant.
- The Reminderville Community Center reserves the right to deny or revoke medication authorization if the required documentation is incomplete, medication policies are violated, or participant safety may be compromised.
- Failure to complete the required authorization paperwork and follow all medication procedures may result in the participant being unable to carry or use medication during program activities.

Accidents and Injuries

As much as we would like to avoid them entirely, accidents do occasionally happen. Minor injuries will be reported to the parent at pickup. When an accident or injury occurs which requires First Aid, a report will be written by a staff member. One copy will be given to the parent, and one will stay in our files. For accidents of a serious nature, 911 will be called. The dispatcher directives will be followed until the paramedics arrive. We will attempt to notify parents after 911 is called and will follow information on the child's emergency medical form.

Food Allergy Policies and Procedures

The Reminderville Kids Club is committed to helping provide a safe environment for participants with food allergies and dietary restrictions. Parents/guardians are responsible for notifying staff of any food allergies, sensitivities, dietary restrictions, or medical concerns prior to participation in any program and must ensure all allergy and medical information is accurately listed on participant forms and emergency documentation.

While staff will make reasonable efforts to help reduce exposure to known allergens, the Reminderville Kids Club cannot guarantee an allergen-free environment. Participants are expected to follow all staff instructions regarding food safety, snack distribution, and designated eating areas. Staff will make sure to have a designated table for children who cannot be exposed to certain foods (use a sign that says, “nut-free table” or whatever the case might be). Staff will then ask other participants who do not have certain food items in their lunches to join the table, so no child is sitting alone. Lastly, staff will have all children wash their hands before and after lunch or snack time to minimize spread of potential allergen.

Inclement Weather Policy

In the event of severe or inclement weather and/or if the Twinsburg City School District or the Aurora City School District closes for severe/inclement weather, all Reminderville Community Center scheduled classes, programs, and administrative and operational meetings will be canceled to ensure the safety of our members, guests, and staff. This information will be communicated via the Reminderville Community Center website, text alert system, and social media outlets. The facility will remain open during regular operating hours unless otherwise stated as the Reminderville Community Center is a designated warming center for the residents of the City of Reminderville. The 24/7 Access will remain available to members 18 years and older. Members are encouraged to use their best judgement when deciding to visit. Please use extreme caution if you must be outdoors.

Toilet Trained Requirements

Participants enrolled in applicable Reminderville Kids Club programs, must be able to independently recognize, communicate, and manage their restroom needs without routine staff assistance or reminders. Participants must also be able to independently use the restroom and avoid repeated restroom-related accidents during program participation.

Participants may wear pull-ups, training garments, or similar items if needed; however, staff are not responsible for diapering, changing, cleaning, or providing one-on-one restroom assistance. Due to staff supervision responsibilities and participant-to-staff ratios, staff members may not leave a designated program area or other participants unattended to provide restroom-related care. If restroom assistance beyond normal supervision is required, staff may contact the parent/guardian to return to the designated program area to assist their child.

Parents/guardians are responsible for disclosing any medical conditions, or special circumstances that may impact a participant’s restroom independence or supervision needs. The Reminderville Kids Club reserves the right to evaluate participation eligibility, reasonable accommodations, and program placement on a case-by-case basis in accordance with program capabilities, staffing limitations, participant safety considerations, and applicable policies and procedures.

Lunches/Snacks

Lunch – Please see the notes stated in the field trip schedule to view special notes regarding lunch for each session. All campers must bring and provide their own bagged lunch. If lunch is being held at the Reminderville Kids Club, you will need to pack a lunch bag that is insulated, we do not refrigerate any lunches at any time. If we have lunch at a field trip, you are required to pack a brown bagged lunch and disposable water bottle or beverage. There are some field trips that they provide us lunch, so please make sure to take a look at the field trip schedule notes. **Sharing food or snacks is never permitted at any time due to health and allergy risks.**

Snacks -will be allowed if your child chooses to bring one to any program. We will allot time for your child to have snack time during camp. We do not provide snacks unless it is on special occasion or for an activity.

Always be sure to notify staff of any known allergies.

Technology and Electronics Policies and Procedures

Personal technology devices, including but not limited to cell phones, smart watches, tablets, laptops, gaming devices, headphones, or similar electronics, are not permitted during Reminderville Kids Club programs unless permission is granted by the Reminderville Kids Club Supervisor for an approved activity or purpose.

If a participant needs to contact a parent/guardian, they may request to use the Reminderville Kids Club phone located at the Reminderville Kids Club Room. Participants are prohibited from taking pictures, videos, or recordings during program hours unless authorized by management.

The Reminderville Community Center is not responsible for lost, stolen, or damaged personal belongings or electronic devices brought into the facility or programs.



Parent/Guardian Acknowledgement

I acknowledge that I have read, understand, and agree to comply with the policies, procedures, rules, expectations, and guidelines outlined within the Reminderville Kids Club Parent Handbook and any applicable program-specific handbooks or materials. I understand that it is my responsibility to review this information with my child(ren) and ensure compliance with all program expectations.

I further understand that participation in Reminderville Kids Club programs is subject to all policies, procedures, behavioral expectations, safety guidelines, and operational requirements established by the Reminderville Community Center.

Child's First and Last Name(s): _____

Parent Signature

Date: _____

Parent Print First and Last Name

**Reminderville Kids. Club Staff Only* Office Use Only*

Date Received

Staff Member Name

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