



## Harry Potter Camp Information

### Security | Check-In & Checkout

Camp will be highly secure. Doors are locked from the outside all day, and no one will be admitted into the school without prior consent.

- ❖ ***Please Note: Do not use the buzzer outside. This buzzes to the school office, and they will not open the door for you. The only time the doors will be open is at designated check-in/checkout times and prior written arrangements.***

In case of an unforeseen circumstance where you must pick your child up early, please text us at 720.593.1488. We will be checking messages periodically throughout the day and will respond to you as soon as we receive it.

### Parent Required - No Exceptions

Campers must be signed in AND signed out by a parent/guardian each day. We understand that it is more convenient to drop off your child at the curb, but signing in your child ensures that you have walked your child to camp safely.

### June 10: First Day Check-In

Check-in will begin at 8:45am for the AM Camp and 12:45pm for the PM Camp. We will confirm enrollment, completed waivers and contact information. Parents are invited to walk their child to the room but are not required to do so.

### June 11-14: All Other Days Check-In

Check-in will occur outside beginning at 8:50am (AM Camp) and 12:50pm (PM Camp). Campers should report to the counselor with their House flag or sign.

### Checkout Process

Students will be walked to the entrance after 11:50am (AM camp) and 3:50pm (PM camp). Although you may see us, we will not begin the checkout process until 11:55am and 3:55pm as we will be wrapping up and discussing the next day of camp.

### Early Drop-Off

Unless your child is enrolled in our Before Care program, check-in will begin at 8:50am.

### Late Pick Up

Due to the preparation required for this camp, there is a strict five minute grace period. There is a \$5 charge for late pick ups up to 30 minutes (no proration), then there will be a \$1/minute charge thereafter. After Care campers must be picked up promptly at 4:30pm. We will allow a five minute grace period, but there will be a \$1/minute charge thereafter.

- **AM Camp:** 12pm Pick Up
- **PM/Full Day Camp:** 4pm Pick Up

**Before Care & After Care**

Check-in begins at 8:25am.

**Late Drop-Off or Early Pick-Up**

Please email us and let us know ahead of time that your child will be dropped off late or picked up early.

**Unauthorized Adults**

Campers will only be released to the adults listed on the authorized pick up list. They will only be released to an unauthorized adult with advanced written parent notification and Photo ID of individual picking up the child.

**Illnesses**

Parents will be notified when a child is not feeling well. We will provide a quiet area for your child to rest until an authorized adult arrives.

**Food**

All campers need a water bottle clearly labeled with their name. Half day campers will receive one snack break. Full day campers will receive two snack breaks plus a lunch break. Snacks and lunches must be peanut-free.

**Lunch Bunch**

Participants may participate in a free, supervised lunch hour (Lunch Bunch) when they are registered for a full day camp.

**Concessions/Store**

We will have snacks, candy, water, juice, gatorade and fun items for sale each day at camp. Prices range from 2 for \$1 items to \$3. Non-food items include tattoos, glasses, official Harry Potter jelly beans, secret message pens and more.

**Allergies**

We will make treats during camp. There is no gluten or nuts in the ingredients, but if your child has a dairy allergy, please contact us about the butterbeer. Pop! Arts will provide vegan chocolate for a separate activity.

All medication must be in its original bottle or container. If your child requires an inhaler or epipen, it must be in the original box with pharmacy label, or the label can be on the medication itself. (If you need an extra label, contact your pharmacist.) A photocopy of the label is acceptable. Child's name must be listed on the label, expiration date listed and required dosage highlighted clearly.

We must have parent permission to administer medication, including emergency Benadryl. It is the parent's responsibility to drop off and pick up medication each day and to keep Pop! Arts informed of changes through written communication/signed forms.

**Personal Belongings**

Pop! Arts and their staff are not responsible for damaged, misplaced or stolen items. Parents who allow their child to bring personal items and/or money do so at their own risk.

## **Sunscreen**

Campers who are sensitive to the sun should apply sunscreen before camp. We will spend short periods of time outside for snacks and/or games. Full day campers will eat lunch outside in a shaded area but may want to wear sunscreen.

## **Rules**

Pop! Arts believes in allowing kids to be kids. There is a lot of freedom in our camps as we believe this is the way to raise creative, curious and healthy kids. Every child is unique, and we love them for who they are. That said, we also value safety and a FUN experience for all.

Camp is structured to encourage kids to work together, earn points and follow directions. Points can be lost for being disrespectful, leaving without permission, name calling, excessive arguing, going into the Forbidden Forest, etc... Kids take points seriously so our point system usually keeps camp running smoothly.

A word about Houses: Most of the time, campers work well together, but at times, personalities may clash due to differences in opinions on House plans and tactics. Counselors are asked not to interfere in minor disagreements among campers. This is a great learning experience for kids to work on effective communication skills and allow them to come to an agreement. We will discuss this on the first day of camp, but unless there is a big issue, campers will be encouraged to work it out on their own, communicate and learn what it means to be a friend and good teammate. We've seen a few tears when things don't go a certain way, but in the end, campers become great friends and take pride in their House.

If we are required to address a discipline issue, we will take the following steps:

1. 1st verbal warning: Points will be taken away from House.
2. 2nd verbal warning: Camper will sit out with director until ready to return. Parent will be emailed at the conclusion of camp.
3. 3rd verbal warning: Parent will be called to pick up camper.
4. 4th verbal warning: Camper will be dismissed from camp.

All warnings will be written for our records. If there is a situation, we ask parents to address the issue quickly and stay in communication with us. We abide by a no refund policy, and this applies to dismissals as well.

## **Schedule**

The camp schedule is fluid each day. Here is a general outline, but please note that we may or may not do a certain activity on a given day due to time restraints. We will do most, if not all, activities, but the final schedule depends on how long Houses take on bigger projects (for points) and competitions (spells, scavenger hunts, games, jelly bean challenge, etc).

The live animal presentation will be different days for different camps.

- AM & Full Day Campers — Monday 9:30am
- PM Campers — Wednesday 2:00pm

If you ordered a camp t-shirt, your child will receive it after Sorting. A limited number of extra t-shirts have been ordered and will be for sale at camp (\$20 cash).

Every day includes opportunities for campers to earn House points through House competitions, Jelly Bean Challenge, games, scavenger hunts, trivia and/or spell duels. The winning House banner receives 150 points!

### **General Outline:**

#### **Monday**

Welcome  
Animal Presentation (AM)  
Sorting  
House Banner planning  
Wands (PM)

#### **Tuesday**

House Banners  
Wands (AM)  
Flying keys  
Potions  
Acid pops

#### **Wednesday**

House Banners  
Crystal ball (AM)  
Study of Magical Creatures  
Animal Presentation (PM)

#### **Thursday**

Final touches on banners  
Crystal ball (PM)  
Polyjuice Potion Slime  
Paint chocolate frogs.

#### **Friday**

Harry Potter Party!  
- Butterbeer  
- Honeydukes Candy Shop  
Games/Competitions  
Awards Ceremony: All members of the winning House receive the Hogwarts House Cup!