

REGISTRATION OPENS
APRIL 1, 2024



POTTERY CAMP

June 17-21, 2024

July 8-12, 2024

August 5-9, 2024

Come play in the clay! Students will learn how to handbuild with clay as well as basic wheel throwing techniques. Projects will be created that can go home. Supplies are included in the fees.

Smithfield Resident: \$110.00

Non-Smithfield Resident: \$135.00

All camp fees are due at time of registration

600 M Durwood Stepehnson Pkwy, Smithfield, NC 27577

(919) 934-1408

www.SRAConline.com

2024 CAMP POLICIES

DISCIPLINE POLICY

We utilize and encourage the practice of praise and positive reinforcement as effective methods of behavior management. We believe that when participants receive positive, non-violent, and understanding interactions they can develop good self-concept, problem solving abilities, and self-discipline.

BEHAVIOR MANAGEMENT POLICY

The Smithfield Parks and Recreation Department supports and practices the following Behavior Management Policies:

- 1) Quiet Verbal Warning.
- 2) After repeated behavior problems, a written incident report will be given to the parent/guardian.
- 3) Additional behavioral problems will constitute a second written incident report given to parent/guardian and a possible 1-2 day suspension.
- 4) If negative behavior persists, a third written incident report constitutes that the participant will be asked to leave the program and no refund will be given.
- 5) For severe offenses, such as but not limited to fighting, theft, vandalism, possession of a weapon or drugs, severe verbal threats, or sexual misconduct, the participant will be dismissed from the program immediately bypassing any of the steps above.

CONFIDENTIALITY POLICY

SPRD/SRAC is dedicated to protecting the confidentiality of all program participants. All participants are encouraged to respect the confidentiality of other participants by not disclosing personal information in public displays such as Facebook, Twitter, etc. SPRD/SRAC staff policy states that employees are not to share personal information about participants outside of the workplace.

PAYMENT POLICY

Must be paid in full prior to the start of camp.

WITHDRAWAL AND TRANSFER REQUESTS

All withdrawals and transfers must be received in writing 7 days or more in advance of the start date of the program. Non-attendance or Non-participation in a program does not entitle a patron a credit/refund of the registration fee.

REFUND POLICY

All requests must be made in writing.

Two weeks or more in advance = Refund minus \$10 administration fee

5-7 days in advance = 50% Refund Minus \$10 administrative fee

No Refund = if not notified by the Wednesday before camp starts

ELECTRONIC DEVICES

No electronic devices are allowed during camp hours(examples: cell phones, MP3 players, gaming devices, etc.)

SICKNESS

If your child is not feeling well or is running a temperature, please keep them at home. Children must be fever free for 24 hours before returning to camp. **Please call and let staff know if your child is not coming to camp.**

DRESS CODE

In order to maintain a positive experience and to focus on the safety of campers, SPRD/SRAC recommends appropriate attire. Campers will participate in an activity where they will get dirty and be around equipment that moves. Campers should wear cool, comfortable clothing that is not too loose, and jewelry should be left at home. Parents will be asked to bring acceptable clothing or will be required to come pick up their child. **Unacceptable attire:** Shirts with spaghetti straps; clothing that displays drugs, alcohol, tobacco or gang references; excessively loose pants or shirts; revealing clothing.

LATE PICK UP POLICY

Participants that are picked up late from the closing time of camp will be charged a late fee. The fee is as follows: Once the parent is 10 minutes late a \$5.00 fee will be charged per family. An additional \$1.00 will be added every minute past 10 minutes late. Payment is due at the time of late pick-up. Habitual tardiness could result in participant's dismissal from the program

LOST ITEMS

The Smithfield Parks and Recreation Department is not responsible for any personal items lost or stolen at our programs.

(Parents, please retain this for your records)

2024 Pottery Camp Registration

(One form per camper-copy as needed)



Camper Name: _____ Gender _____
 (First) (Last)
 Age: _____ (As of June 1, 2024) Date of Birth _____

Parent Name: _____ Contact #: _____

Email address: _____

Emergency Contact (if parent can not be reached): _____
 Contact #: _____

DATES OF CAMP	FEE	Total
	Resident/Non-resident	
June 17-21: 9am-12pm	\$110/\$135	
July 8-12; 9am-12pm	\$110/\$135	
August 5-9; 9am-12pm	\$110/\$135	
	Total:	
	Less 10% (SRAC Member):	
	Total Due:	

All fees are paid in FULL at time of registration

I understand that the Smithfield Parks and Recreation provides no insurance coverage for the campers. By signing below I agree that I have read, understand, and agree to the Smithfield Parks and Recreation Department/SRAC Summer Camp program policies. By signing below, I am acknowledging that my camper is physically capable of participating in camp activities and the information that I have provided on the Camper Information Form is correct.

Release and Indemnity Agreement: I understand that in sports and recreational activities there are incidents of accidents and injury. I allow my child to participate voluntarily in these activities. I have received and read the camp policies agreement and understand its contents. I release and agree to hold harmless the Smithfield Parks and Recreation Department, the Smithfield Recreation and Aquatics Center, and the Town of Smithfield from any claims arising out of injury to my child.

SIGNATURE IS REQUIRED TO COMPLETE THE REGISTRATION PROCESS

 Camper Name Parent/ Guardian Signature Date

Department Use ONLY

Fees Paid: Date: _____ Receipt# _____ Cash/Check # _____ Credit Card V/MC

Please check all that have been received: Registration Form Camper Information Form Medical Forms

Staff Name: _____ Date: _____

2024 Camper Information Form



Camper Information

Last Name _____ First Name _____ Gender _____
Address _____ City _____ Zip _____
Age: _____ (As of June 1, 2024) Date of Birth _____

Parent / Guardian Information

Mother/Guardian Last Name _____ First Name _____
Address _____ City _____ Zip _____
Primary # _____ Work # _____ Ext _____ Secondary # _____
Email Address _____ Employer _____

Father/Guardian Last Name _____ First Name _____
Address _____ City _____ Zip _____
Primary # _____ Work # _____ Ext _____ Secondary # _____
Email Address _____ Employer _____

Town of Smithfield Resident Yes ___ No ___

Emergency Contact (Other than Parent/ Guardian) If Parent/Guardian Can't Be Reached

Name _____ Relationship to Child _____
Primary # _____ Secondary # _____ Other# _____

Name _____ Relationship to Child _____
Primary # _____ Secondary # _____ Other# _____

The Smithfield Parks and Recreation Department welcomes the participation of all individuals in our programs, including those with disabilities. We are fully committed to complying with the ADA and providing reasonable accommodations to facilitate participation in our programs. The sooner we know about your special situation, the more time we have to make reasonable accommodations to improve a camper's recreation experience with us. *To aid staff in making accommodations, registrations should be received two weeks prior to the start of a program.*

Special Medical Circumstances: (ex. cancer, physical disabilities, blindness, deafness, or diabetes) The Smithfield Parks and Recreation Department recommends that parents or guardians consult their camper's pediatrician, or health care professionals to assess their camper's illness to take part in our camps. It is required that parents or guardians provide in writing any additional instructions for their camper. The written instruction should be developed with the assistance of their camper's pediatrician or health care professional. This information should include the specific medical circumstance and requirement needs for the camper.