Cougar Cub Camp
Parent’s Guide
Summer 2017
UH Cougar Cub Summer Camp
2017 Parent’s Guide

Cougar Cub Camp Administration

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Campus Recreation Contact Information

Main Campus Recreation Office         (713) 743-8041
Campus Recreation Welcome Desk       (713) 743-9500
Campus Recreation Fax               (713) 743-9517
Website                                www.uh.edu/recreation

Campus Recreation Mission Statement

Campus Recreation provides the UH community an inclusive environment that cultivates the development of life skills through engaging and meaningful recreation programs, facilities and service.

Campus Recreation Vision Statement

UH Campus Recreation aspires to create a culture of:

INTENTIONALITY, by creating experiential learning opportunities that meet the needs of the diverse UH community

ENGAGEMENT, by providing opportunities for involvement through the utilization of extraordinary facilities, programs, and services

STUDENT SUCCESS, by creating a student driven department with professional leadership
Campus Recreation Values

**SERVICE** – We are committed to providing quality service to the UH community through intentional patron interactions, safe and reliable equipment, well-maintained facility spaces, and knowledgeable staff.

**INTEGRITY** – We are driven by our mission, vision and values in all decisions. Through our actions, we will demonstrate knowledgeable and consistent decision-making that results in beneficial outcomes for all stakeholders.

**LEADERSHIP** – We foster the personal growth of our stakeholders through opportunities for self-discovery, teambuilding, and engagement in experiential leadership and learning.

**ACCOUNTABILITY** - We consistently uphold the highest industry standards. We work to be creative and forward thinking in facilities, programs, services and fiscal decisions looking at both the short-term and long-term impacts on our stakeholders.

**COMMUNICATION** - We continuously strive to make the UH community aware of our offerings through various channels of communication. We welcome productive and constructive feedback from our stakeholders and will use relevant data in our decision making process.

**FUN** - We strive to provide an enjoyable and challenging environment for participants and employees, in an attempt to improve personal success and strengthen the connection to UH.

**SAFETY** – We are dedicated to providing an environment free from physical, mental, and emotional harm. We will utilize risk management training and techniques to prepare all staff members to recognize and correct any potential hazards, as well as respond to accidents and emergencies.

**INCLUSION** – We demonstrate our commitment to inclusion by providing intentional programming and services for all. We embrace a full spectrum of opportunities that challenge the UH community to grow and think differently.
UH Cougar Cub Summer Camp’s intent is to make summer a fun, happy and safe experience for your child. Our services extend throughout the community reaching children of varied ethnic, cultural and socioeconomic backgrounds. Our purpose is to provide a quality camper experience to support parents in their desire for their children to grow to their fullest potential. Each child has talents and skills to develop, energy to put to use, and huge reservoirs of creativity that need to be encouraged. Our program provides 5*-12 year-olds with chances to unwind, explore and experiment, discover new ideas, work cooperatively in small groups and enjoy large group activities. *Campers MUST be 5 by the week of camp they attend*

Our Mission Statement:
Through quality programs, UH Cougar Cub Summer Camp develops youth, strengthens and supports families, and creates health and wellness for all.

Hours of Operation:
- Normal Day 8:30am-4:30pm
- Extended Care 7:30am-6pm

Weeks of Summer Camp Programming:
- Week 1 June 5 – June 9
- Week 2 June 12 - June16
- Week 3 June 19 – June 23
- Week 4 June 26 – June 30
- 4th of July week – July 3 – June 7 – NO CAMP
- Week 5 July 10 – July 14
- Week 6 July 17 – July 21
- Week 7 July 24 – July 28
- Week 8 July 31 – August 4

Summer Camp Meet and Greet
Mark your calendar for **Tuesday, May 30 from 5:30pm–7:30pm**. Campers and parents will have the opportunity to meet counselors and learn all about what the 2017 camp season will have to offer. This is a drop in event, there is not a program or activities planned. Our staff will give tours, provide information, we will verify paperwork and payments have been completed, and answer any questions you or your child may have. Again, this is not mandatory.

Age Groups
Children will be split into three groups with a max of 24 campers per group.
- Ages 5-6
- Ages 7-8
- Ages 9-12
- Depending on registration numbers, this will be the base format for our group structures. We do reserve the right to combine groups or split groups if needed, but we will do so with discretion.
Admission Policies
UH Cougar Cub Camp admits children ages 5*-12 years of age. UH Cougar Cub Camp will address physically challenged and special needs children on a per request basis with the hope that we can serve all children who come to us. UH Cougar Cub Camp does not discriminate on the basis of race, color, religion, sex, or national or ethnic origin in administration of its personnel and admissions policies.

*Campers must be 5 by first day of camp*

Limited Enrollment
Enrollment space in all of our sessions is limited. Group sizes range from twelve (12) to a maximum of twenty-four (24) per age group. This allows for a low child-to-instructor/group leader ratio, typically 8 to 1. We will have two counselors with each group at all times and there will be an activity instructor in all sessions. We will also have camp managers floating amongst the groups as well as the Assistant Director, Coordinator, and Graduate Assistant for Recreational Sports and Family Programs.

Registration Information

Camp Fees

- **Early Bird Registration** - Before April 14
  - UH CRWC Member - $137
  - UH Non-CRWC Member - $162
  - Community - $187

- **NORMAL Registration** – After April 14
  - UH CRWC Member - $162
  - UH Non-CRWC Member - $187
  - Community - $212

- **Extended Care**
  - $35 per week per child

*Extended care allows you to drop your child off as early as 7:30am and pick up no later than 6:00pm.

Membership Discount: To receive the camp discount the membership needs to extend through the entire camp season. What that means is, you have to have a current membership when you submit the registration for payment, as well as have a current membership through the 8 weeks of camps too. We have two options for membership: pre-pay and payroll deduction. With pre-pay you can purchase an annual membership for $321, semester membership for $150, or monthly for $80. If you cancel the pre-pay annual membership before the 12 months are up, you will not receive a refund. With payroll deduction, you can purchase an annual membership for $348. If you cancel the payroll deduction membership before the 12 months are up, you will be charged a $100 cancellation fee

Early Registration Discount: Register for camp by April 14th to save $25. The pricing listed above for before April 14 is the price reflecting the $25 discount. After April 14th, camp fees increase by $25. Cougar Cub Camp fees are due in advance of service; therefore all balances must be paid at the day of registration. To receive the CRWC member rate, parents must be a member of the facility prior to signing their camper up for camp. Parents who have registered and paid their fees, then become members, are not entitled to a refund of the difference.
Sibling Discount: A discount of 10% applies when multiple children of the same family are attending the same week of camp. On the registration form, it may be confusing when selecting weeks and prices for multiple children. If you have questions, please do not hesitate to contact me.

Refund Policy:
All refund requests must be submitted in writing and received by UH Camp Administration by the dates below.

<table>
<thead>
<tr>
<th>Refund Amount</th>
<th>Request must be received</th>
</tr>
</thead>
<tbody>
<tr>
<td>100%</td>
<td>April 14th by 5pm</td>
</tr>
<tr>
<td>75%</td>
<td>Between April 15th - May 12th by 5pm</td>
</tr>
<tr>
<td>50%</td>
<td>After May 12th and no later than 15 business days before purchased session begins</td>
</tr>
<tr>
<td>25%</td>
<td>Within 15 business days of purchased session</td>
</tr>
<tr>
<td>0%</td>
<td>No refund after the first Monday of session or week</td>
</tr>
</tbody>
</table>

Camps Fees paid by credit card will be credited immediately upon approval by UH Camp Administration. Purchases made by check or cash will be refunded by direct deposit within four to six weeks after approval by UH Camp Administration. Refunds will be made only to original payee or credit card holder.

Additional Fees Policy:
If your check or draft is returned for any reason, a RETURNED CHECK FEE will be assessed. If more than two checks are returned, UH Cougar Cub Camp will be unable to accept your personal checks. At that time, all future payments must be paid in cash or money order.
Daily Camp Procedures for Parent’s and Campers

Arrival and Dismissal
UH Cougar Cub Camp begins at 8:30am and ends at 4:30pm, unless registered for the Extended Day Program. Campers should not be dropped off before 8:00 am, unless in Extended Care. Campers will be met by camp staff at the meter parking lot located on the side of the building on Calhoun Street. If you arrive at camp after 8:30am, you will have to walk your child into the Campus Recreation Center main entrance and sign in. An UH Cougar Cub Camp staff member will escort your child to the scheduled activity. Please try and make every effort to make sure campers arrive on time. Dismissal will begin at 4:30pm. Campers will be dismissed from the area where they were dropped off. Parents have the option of using the carpool line or coming into the Campus Recreation Center and picking their child up. All parents or authorized pick-ups will need to sign their child out of the camp program daily. If someone else is picking up your child they must have a picture I.D. and be on the authorized pick up list. All campers should be picked up at 4:30pm unless they are registered for the Extended Day Program. Children who are not picked up by 4:45pm will be brought to the UH Cougar Cub Extended Day Program. Parents will be required to come into the Campus Recreation Center and sign their child out of the program and must adhere to late Pick-up Policy.

For the first 2-3 weeks of camp, there will be construction between the CRWC and the Optometry building. This construction will allow parents to drive through the parking lot off of Calhoun Dr., but there may be some minor delays. We will have signage to assist with the construction project.
Sign-In/Sign-Out:
Parents must sign their children in upon arrival in the morning and sign them out before leaving in the afternoon. There is a sign-in/sign-out pre-printed sheet available as you go through carpool or enter the building. Please get into the habit of this DAILY REQUIRED step. We cannot be held responsible for your child if we are uncertain of his/her presence. There must be an exchange of responsibility from one adult to another, not from child to staff. All persons signing children in/out must be at least 18 years of age. We cannot release minors to minors.

Authorization to Pick Up
Authorization to pick up a child is given in the attached application. No child will be released to a person not authorized by the custodial parent. We must have written authorization for changes in this respect. Children will not be released to siblings who are under 18 years of age. Identification will be requested of anyone we do not know.

Late Pick Up Policy
UH Cougar Cub Summer Camp understands that a late pick up may occur on a rare occasion. However, please understand that we open at 7:30am sharp and close at 6:00pm sharp. If your child is not picked up by the end of the Camp Program, a late fee will be charged and collected at that time.

The late fee is $35 (price for extended care). The fee is used to pay the two counselors (that are required by the State) who remain with your child. If you know you are going to be late, call us at 713-743-9947. We do understand that things come up and traffic can be challenging even at the best of times. If we have not heard from you by 6:00pm and we cannot reach you by phone, your emergency numbers will be called and one of those contacts will be asked to come and get your child. After that time, the police will be contacted to see if there has been an accident and/or to drive by your home to see if there is a problem.

Absences
If your child needs to miss a day of camp due to illness or other reasons, please notify us by emailing camp administration or calling the 713-743-9947 as soon as possible. There will be no refunds for camper absences or non-participation.

Everyday Campers must remember
- Swim attire (bathing suit, shirt, flip-flops/crocs)
- Labeled towel
- Plastic bag for swimming attire, towel, and sunscreen – labeled with child’s name
- Lunch and a drink – labeled with child’s name
- Morning snack (we provide all camper an afternoon snack)
- Extra change of clothes
- Water bottle – labeled with child’s name
- Close-toed shoes
- A smile and an attitude ready to have fun

Clothing Policy
Children should wear comfortable and appropriate clothing for indoor and outdoor activities. We use washable paints and crayons, however, clothing can still get stained so please do not send your child in their best clothing. We do not reimburse for clothing rips, stains or normal wear and tear. Open-toed shoes can be a safety hazard to your child. Therefore, closed toed shoes are required for all children to participate in the Summer Camp. Sandals, flip-flops, crocs, boots, etc. are not allowed to be worn during camp activities (besides swim time). Campers need to have on appropriate footwear for a camp setting.
Please put the camper’s first and last name on every item of clothing, towels and shoes with permanent marker. Remember… The nature of camp is to be very active and have fun, which often means getting dirty. Please do not send your child wearing anything they will be afraid to get dirty.

Food and Beverage
Campers need to bring their own lunches and morning snacks every day. Lunches will not be refrigerated, so please consider this when packing lunches. We will provide afternoon snacks daily, some special event food/snacks, and pizza every Friday for lunch. Please ensure you provide any food allergies on the registration form so we are aware.

Swim Time
Campers will swim each day at the scheduled time in the outdoor leisure pool. Campers will not swim in the indoor competition pool, with the exception of swim tests on Mondays. If you do not want your child to swim on any given day, please communicate with camp administration through email or phone. Please make sure that a bathing suit, towel and sunscreen are provided each day for swimming. Your child will be responsible for changing into and out of their swimsuit, and putting sunscreen on themselves. While not all campers want to swim, they will be in the leisure pool area during swim time. They can read, play games, or rest. All camp staff is required to be in the leisure pool during this time, therefore all campers must remain outside during this time.

Swim Test
All campers are required to take a swim test if they wish to swim without a lifejacket. Those individuals who are unable to swim, or do not want to take the test will be required to wear a lifejacket during swim time. Swim tests are administered on the Monday of camp (or first day they are present) in the shallow end of the indoor pool. The swim test includes jumping feet first into the water, swim halfway across the pool (25 yards), stop and tread water for 15 seconds, then continue swimming the rest of the way across the pool. Campus Recreation Head Guards administer the test. If a child does not successfully complete all components of the test, they will be given one opportunity to retake it once. If they fail the second time, they will be required to wear a lifejacket, provided by the Campus Recreation, at all times while in the water. Once a child has successfully completed the swim test, they will be added to the list of individuals who have passed and will not have to re-take the test each subsequent week of camp. All children who are on the list will be given a wristband daily from Campus Recreation to wear during swim time.

Pool Safety Rules
- Running, pushing or shoving is not permitted in the pool area
- Unsafe entries from the pool deck are not permitted
- Proper swim attire (Bathing suit with a liner) is required
- Swim test are required for all campers
- Use of the water slide is permitted only to individuals who have successfully completed the Campus Recreation swim test
Swim Lessons during Cougar Cub Swim Camp

Purpose: To aid children in passing the UH Camp swim test.

Learning Objectives:
- Enter and exit water using ladder, steps, or side
- Recover to vertical position
- Roll from front to back and back to front
- Tread water using arm and hand actions
- Alternating and simultaneous leg actions on front
- Alternating and simultaneous arm actions on front
- Combined arm and leg actions on front
- Learn how to stay safe, including recognizing an emergency and knowing how to call for help
- Learn how to stay safe in, on and around the water, including the use of a life jacket, recognizing lifeguards and sun safety

Registration for Swim Lesson
Parents who wish to enroll their children in camp swim instruction program (during summer camp swim time) will have to register at the Member Services desk at the CRWC. The cost is $35/week and that includes five lessons per week, 30 minutes each lesson. Instructors for the swim lessons will be American Red Cross Water Safety Instructor certified and assisted by teaching assistant(s). We will be limited to 8 swimmers per session. We will not be able to offer any additional swim lessons for more advanced levels at this time.

Sessions for swim lessons will be from 9:45a-10:15a. This is part of the daily free swim time. Once the lesson is completed, they will join the rest of the campers for the remainder of free swim time. Camp managers will get all registered swim lesson campers and have them get changed and will bring them to the pool for lessons on a daily basis. Lessons will be conducted in either the indoor or outdoor pool.

Camper T-Shirts
All campers will get one t-shirt when they register for camp. We ask that those camp shirts be worn on Fridays each week as that is the day we normally leave the facility to go elsewhere on campus. The shirts will help our staff identify and recognize campers quickly.

Dress Up Days
We will send out a weekly schedule outlining any special days we will have during the week. We encourage parents to allow their campers to wear appropriate clothing on those days (super hero day, western day, sports team day, UH spirit day, etc).

Lost and Found
All lost and found items will be placed in the hallway at the end of every day. Camp counselors and managers will make sure that campers are aware of the items at the end of the day in the hopes of campers claiming their possessions. Items will be kept for two weeks, at which time all unclaimed items will be donated to a charitable organization. If you are missing something, please ask at pick-up or drop off.

Personal Property Policy
We have plenty of equipment and activities to keep your child busy all day long. Please do not allow any toys, games, sports equipment, cell phones, Nintendo DSs, or Ipod type devices to accompany your child. Electronic devices are prohibited from camp and will be confiscated if discovered and returned at the end of the day to the parent. We will not be responsible for lost or stolen items.
Alcohol, Drugs & Weapons
Alcohol, drugs and weapons (includes replicas) are not permitted at the camp. If there is just cause to suspect improper items have been brought to camp the staff may conduct an administrative search and seize all contraband. The camper’s parents/legal guardian will be notified immediately. All suspected illegal activity shall be brought to the attention of the University of Houston Police Department.

Sick Child Policy
If your child becomes ill during camp, you will be called and arrangements must be made to pick up your child immediately. If your child has a fever or if we send your child home with a fever, he/she may not return to the program until they have been without a fever for 24 hours.

Medical Insurance
All campers are required to have current medical insurance during their time at camp. The University Houston, the Department of Campus Recreation, and the Summer Camp program are not responsible for any medical bills resulting in injury from summer camp.

Medication Policy
Cougar Cub Camp staff are unable to administer medications. If your child requires medication for an illness, we encourage your child to stay at home until they are no longer on medication. NO refund will be given for days missed due to illness.

If your child is on medication that must be taken at regular intervals, parents or guardians need to come to camp and administer the medication if the child is not capable of taking it on their own.

Accessibility
The UH Cougar Cup Camp will provide accommodations for participants with disability, as long as we receive two weeks advance notice in order to allow us to adequately prepare those accommodations. We will discuss accommodations with the parents/guardians. Requests for accommodations can be emailed to Brian Mills at bnmills@uh.edu or by phone at 713-743-9506

Animals
Personal pets and/or animals/pets are not permitted at camp unless prior approval has been given by the Camp Administration. Exception: service animals.
Activity Overview

UH Cougar Cub Camp Activities include:
- Special Events
- Indoor/Outdoor Games
- Free Swim
- Arts and Crafts
- Team sports (Soccer, Basketball, Floor Hockey, Badminton, Volleyball, Etc.)
- Group games
- Racquet sports
- Free time
- Rock Climbing
- Weekly Themes

What activities will campers be playing on a weekly basis?
Each week, the activity schedule changes based on camper input, counselor input, facilitator availability, space availability, and other factors. We try to incorporate as many different activities as possible throughout the summer to keep everything new and exciting.

Our daily activity schedule will be sent out on Mondays as parent’s drop off campers. This information is subject to change but we will try to stay as close to the Monday schedule as possible. Activity times will last anywhere form 30 minutes to 45 minutes on regular activities. Below is a quick outline of what a normal day of camp will look like.

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30a – 8a</td>
<td>Extended Care</td>
</tr>
<tr>
<td>8a-8:30a</td>
<td>Normal drop off</td>
</tr>
<tr>
<td>8:30a-8:45a</td>
<td>Morning announcements and group instructions</td>
</tr>
<tr>
<td>8:45a-9:15a</td>
<td>Activity 1</td>
</tr>
<tr>
<td>9:15a-10a</td>
<td>Activity 2</td>
</tr>
<tr>
<td>9:45a-10:15a</td>
<td>Swim lessons</td>
</tr>
<tr>
<td>10:15a-11:30a</td>
<td>Free swim</td>
</tr>
<tr>
<td>11:45a-1:15p</td>
<td>Lunch and movie</td>
</tr>
<tr>
<td>12:30p-2p</td>
<td>Climbing time (group split in two, 45 minute climbing, once per week)</td>
</tr>
<tr>
<td>1:15p-2p</td>
<td>Activity 3</td>
</tr>
<tr>
<td>2p-2:45p</td>
<td>Activity 4</td>
</tr>
<tr>
<td>2:45p-3:30p</td>
<td>Activity 5</td>
</tr>
<tr>
<td>3:30p-4:10p</td>
<td>Activity 6</td>
</tr>
<tr>
<td>4:10p-4:30p</td>
<td>Snacks and closing</td>
</tr>
<tr>
<td>4:30p-5p</td>
<td>Camper pick up</td>
</tr>
<tr>
<td>4:30p-6p</td>
<td>Extended care</td>
</tr>
</tbody>
</table>
Each Monday morning of camp, we will start our week going over basics of the camp and the behavioral expectations for the week. This section outlines our behavioral expectations and the processes for dealing with poor or unacceptable behavior.

**Resolution of Respect**
- I promise to do my best to treat everyone fairly.
- I promise to do my best to be kind to everyone even if they are not kind to me.
- I promise that if I see someone being bullied or hurt I will report it to an adult.
- Everyone should be happy and feel safe at camp.
- I want our camp to be no place for hate.

**Daily Behavior Reports**
Every camper will have a daily binder that will be sent home on a daily basis. We will add materials about the week’s activities and events as well as behavioral reports. The purpose of adding this daily behavioral report is to keep parents updated on how your child is doing in the camp setting and how they are interacting with their fellow campers. Any additional paperwork that gets sent home will be included in the campers folder on a daily basis.

**Group Behavioral Incentives**
Throughout each week, groups will earn PAW-sitive Behavioral Points for their groups. These points will earn their group surprises at the end of the week. Surprises will include a special snack or additional special activity time.

**Discipline Policy**
The purpose of the discipline policy is to help children understand and modify unacceptable behavior and/or attitudes. When it becomes necessary to discipline a child, all efforts will be taken to guide children to appropriate behavior.

- Discipline will be constructive or educational in nature and may include some measures as diversion, separation from the situation and discussion about the situation.
- Separation, when used as discipline, shall be brief and appropriate to the child’s age and circumstances.
- Children shall not be subjected to fear, mental or physical abuse, or humiliation.
- No child shall be punished for toileting accidents.
- Verbal abuse or derogatory remarks about a child’s person, his/her family, race, religion or cultural background will NOT be permitted.
- Lunch and snack time MAY NOT be denied as a disciplinary measure.
- Children shall at no time be allowed to punish or discipline another child.
- Praise and encouragement of positive behavior will be given whenever possible.

**UH Cougar Cub Camper Behavior Policy:**
I agree to follow the rules and behavior guidelines of UH Cougar Cub Summer Camp. Program rules include, but are not limited to the following:

a. I will be respectful of my fellow camp participants and all program staff. This means that I will speak to others in a respectful manner and tone of voice, I will follow directions and I will not cause or threaten physical harm towards others. I understand that disrespectful behaviors include,
but are not limited to, hitting, punching, kicking, biting, spitting, swearing, lying and refusing to listen to the camp staff.

b. I will be respectful of UH Cougar Cub Camp grounds and buildings, places we may visit and the belongings of others. This means that I will not litter, vandalize, steal, or destroy items that do not belong to me. I will act in a behavior that will not give a negative image of UH Cougar Cub Summer Camp.

c. I agree to follow all camp rules including those that are not listed on this behavior agreement.

First Occurrence – The first time an incident happens will result in a phone call and/or email. Camp Administration will explain to parents what happened and discuss what has been done thus far. In the case where severe behavior occurs, the child may automatically be given one day suspension from the program, with no refund for that day. We will discuss the issue(s) that occurred and strategies camp staff used to handle the situation and strategies suggested by the parents to deter future issues.

Second Occurrence – The second time an incident occurs, it will result in a second phone call home and email from Camp Administration. Again, in the case where severe behavior occurs, the child may automatically be given one or more day suspension from the program, with no refund for those days. We will again discuss the issue(s) that occurred and strategies camp staff used to handle the situation and strategies suggested by the parents to deter future issues.

Third Occurrence – The third incident will result in immediate expulsion from camp without refund. Camp Director will make final determination for expulsion.
Cougar Cub Camp Staff

UH Cougar Cub Camp prides itself on providing children with highly motivated and enthusiastic staff who will mentor your child. Candidates must meet strict qualifications that meet and often exceed licensing guidelines. All staff must pass a Texas Department of Social Services Criminal Background Check; participate in several training such as child abuse prevention, CPR/First Aid Training, OSHA blood borne pathogens, and other staff licensing trainings. Staff also adheres to state licensing ratios to ensure that appropriate supervision is maintained throughout the duration of the program. While follow state licensing practices, we are currently not a licensed camp.

Managers

Camp Managers are our student leaders. They were hired because of their experience with our camp program and their ability to lead our instructors and counselors. While not all managers are pursuing careers involving recreation or education, our managers display leadership qualities, management skills, decision-making abilities, strong communication skills, and an overall dedication to customer service. The managers will generally be the first point of contact during drop off and pick-up. They will generally be the person discussing any injuries, accidents, or minor issues that occurred during the day. On a daily basis, they will be moving around the camp activities and providing enthusiasm, instruction, and motivation to our staff and your campers.

Activity Instructors

The campers will be split into different groups and will spend time moving throughout our facility during the days doing any number of activities. To ensure a quality experience with our activities, we will have instructors who excel in facilitating activities. While our camp is not designed to develop or improve skills in all sports, we do have an educational expectation with some of our activities. While we will be playing games on a regular basis, our instructors will build in some skill development to help our campers enjoy an activity more. Our instructors will conduct their activities in a way that promotes fun, a safe environment, and team work amongst the group.

During the camp, we will also have members of UH Sport Club teams participate as guest instructors. Some of the clubs have volunteered their time to come in and teach our campers about their club sport. These sports could range from rugby, fencing, badminton, table tennis, social dance, tennis, and water polo. Our sport club program offers 27 different sports that are all student-led and student driven teams.

Counselors

Our counselors are hired from the UH student body. Most of our counselors are active participants in recreational programming, possibly education majors, current Campus Recreation employees, or students that just have a passion for summer camps and working with children. We try to hire a diverse group of student counselors to serve as leaders, role models, and mentors for your campers. We do not hire counselors based on majors or future career goals. The counselors will spend time with the same groups throughout the weeks to provide as much stability as possible during the days.

Child Abuse Prevention Policy:

The State of Texas requires any campus program for minors conducted on-campus to certify its staff with the Department of State Health Services. All UH Campus Recreation employees must complete Campus Program for Minors: Sexual Abuse and Child Molestation Training every two years. For summer camp staff, we complete this training annually. Our staff records are on file with the State Health Services office.
if needed. Any person involved with our camp for an extended period of time will also be required to complete this training.

UH Cougar Cub Camp advocates a positive guidance and discipline policy with an emphasis on positive reinforcement, redirection prevention, and the development of self-discipline. At no time will the following disciplinary techniques be tolerated: physical punishment, yelling, striking, biting, kicking, squeezing, shaming, withholding food or rest room privileges, confining children in small locked rooms, or verbal or emotional abuse.

Based upon its concern for children, parents, and UH Cougar Cub Camp staff; the following standards related to reporting procedures, staffing, standards, code of conduct, and resources for parents and children, have been developed.

**Note: UH Cougar Cub Summer Camp, like many other public institutions, is mandated by law, to report suspected child abuse.

“CHILD ABUSE is mistreatment or neglect of a child by parent(s) or others resulting in injury or harm. Child abuse may be physical, verbal, emotional or sexual. Its effects may result in severe emotional and physical handicaps, anti-social behavior, even death.”

**Suspected Child Abuse Procedures**

1. At the first report or suspicion of child abuse, the staff or volunteer to whom it has been reported will immediately inform their supervisor.
2. UH Cougar Cub Camp will make a report to Child Protective Services and will request that the situation be investigated.
3. In the event the reported incident or suspicion involves a staff person or volunteer, the responsible director will suspend the person from all responsibilities, and if appropriate, without pay until the investigation is complete.
4. All staff members and volunteers must be sensitive to the need for confidentiality in the handling of information in this area and are therefore instructed to only discuss matters pertaining to abuse or suspected abuse with their supervisor.
5. UH Cougar Cub Camp staff and volunteers may not make contact with children or parents involved in a child abuse incident without permission of the Camp Director.
6. Whether the incident or alleged offense takes place on or off UH premises, it will be considered job related (because of the youth-involved nature of UH).
7. All incidents or alleged offenses will be documented the day of occurrence.