



Capoeira Karkara Cultural Arts Center, Inc. 2013 Summer Camp Orientation Information Policies and Procedures

Welcome to the Capoeira Karkara Kids FUN Summer Camp 2013!

The directors and staff of Capoeira Karkara are thrilled to have your child join the Capoeira Karkara family this summer. Our campers will receive instruction in all aspects of the capoeira art form: martial arts techniques, music, acrobatics, dance, language, culture and history, as well as yoga, arts & crafts, character development games & activities. They will explore their surroundings during our field trips and enjoy outdoor sports play and free play at our local parks and pools. The skills they will develop will help the campers to grow not only as capoeiristas, but as young members of our society. Near the end of the summer (Saturday, Aug. 3 at 11:00 am), they will perform for their family and community at our Summer Showcase to present what they have been learning during the summer.

To ensure a fun and organized summer for you, your child and our staff, please **read carefully all of the information** in this orientation packet. If you have any questions about the information in this packet, call the academy anytime.

The Capoeira Karkara Kids Campers are expected to:

- Be ready to participate in all activities.
- Abide by our Policies and Procedures.
- Be a caring and cooperative member of the Capoeira Karkara family.

CAMP DIRECTORY

You may call the academy any time throughout the day at **(561) 737-3425**. Calls will be forwarded to Sara's phone during off-site trips.

In addition, you may find the following information useful:

<i>Name</i>	<i>Title</i>	<i>Cell Phone Number</i>	<i>Email Address</i>
Alberto "Betinho" Conceicao	Camp Director	(954) 829-2825	Betinho@CapoKUSA.com
Sara Conceição	Camp Director	(954) 829-2995	Sara@CapoKUSA.com
Irvin Arthur	Head Counselor	(561) 293-9523	Zumbi@CapoKUSA.com

CAMP TIMES

Summer camp hours are from **9:00 a.m. to 4:00 p.m.** Drop off begins as early as 8:00 am, and the latest pick-up time is 6:00 pm.

CAMP DATES

Summer camp 2013 runs Monday through Friday for 9 consecutive weeks, beginning on June 10th and ending August 9th. **There is no camp on July 4th** in observance of Independence Day.

The Summer Showcase Performance will be on Saturday August 3rd at 11:00 am at the academy.

The last week before school starts there will be no camp but there will be regular classes that all students can attend. The 2013-2014 Capoeira Karkara Kids After School Program begins on Monday August 19th.

Every Wednesday at 5:00 PM is our weekly roda, and we would like all campers to attend if possible. During the last roda of the month (June 26th for new campers) we will distribute the corda cruas (raw cord) to all new students.

DAILY WORKSHOPS

- Students will participate in at least 2-3 workshops per day. Topics include:
 - Martial arts techniques - kicks, defenses, take downs
 - Acrobatics
 - Music – learning how to sing and play instruments
 - Dance – including Samba and Maculele (A partner dance that is an aspect of capoeira.)
 - Portuguese language
 - Capoeira history and culture
 - Yoga
 - Arts and Crafts – including Zentangling (Zentangle is a meditative way of creating beautiful images using repetitive patterns. It is fun and relaxing and increases focus and creativity.)
 - Character Development
 - Showcase Performance Rehearsals

FIELD TRIPS

On **Mondays, Wednesdays and Fridays** we will take a field trip to places such as pools, movies, skating, etc. (See **calendar** for details on field trips, including location, time and anything extra required for specific places such as waivers that must be signed, etc.)

* We will visit Planet Air, a trampoline park, on Mon. June 17th and Wed. Aug. 7th. The height requirement for this field trip is 46 inches. If your child does not attend this field trip there will be an alternate field trip available on those days. See calendar for details.

On **Tuesdays and Thursdays** we will visit a local park for our campers to enjoy a picnic lunch and outside free play and/or organized sports play.

All children are expected to behave properly and listen to their counselors while traveling. Departure and arrival times will vary for each trip. Call the academy for pertinent times. When traveling, the staff-to-camper ratios are consistent with those while at the academy. When deemed necessary, additional staff and/or parent volunteers will be added to the supervision ratios.

GROUPS

Campers will be separated into small groups according to age for all classes, trips and activities. There will be some times, however, such as during free play time at the parks and pools, that the children will all be together.

THEMES

The daily workshops and activities will be geared toward the theme for each session:

Weeks 1 & 2 – “Regional” style of capoeira

Weeks 3 & 4 – “Angola” style of capoeira

Weeks 5 & 6 – “Banguela” style of capoeira

Weeks 7 & 8 – Samba

Week 9 – Putting it all together/FUN FUN FUN

SUMMER SHOWCASE PERFORMANCE

The Summer Showcase Performance will be held at the academy on Saturday, August 3rd at 11:00 am. We expect all campers to attend, as well as family and friends who wish to come enjoy the performance. If your child will not be participating, please let us know as soon as possible so we can plan accordingly. In order for your child to be guaranteed a spot in the performance, he/she must attend at least 4 weeks of camp, and one of those weeks must be the week before the performance. Rehearsals will be held during camp hours.

AFTER CARE

Every day from 4:00 – 6:00 PM will be quiet play time for all campers as they wait to be picked up, or – if they have enough energy left! – They can choose to instead participate in the regular classes that will also be taking place for non-camp students.

For quiet play time, please send to camp with your child items such as books and other quiet and/or relaxing games to keep them entertained while they wait to be picked up.

If they choose instead to participate in classes, they must wear their pants and cord. Camp shirts will be permitted for use in regular classes during summer ONLY. When school starts back up, we will resume the regular expectation of white shirts/pants in all classes Monday – Thursday. (Colored uniforms, including the camp shirt, can be used for Friday and Saturday classes ONLY after summer ends.)

FOOD

- Campers will have a morning snack around 10:00 am, lunch around 12:00 pm and afternoon snack around 3:00 pm. All food must be provided by home and please, nothing that needs to be refrigerated or heated up.
- Healthy snacks and drinks are available for purchase at the academy. Spending money is optional.
- We have water fountains at the academy and most places we go will have water fountains, but please pack extra water and/or juice for your children.
- If your child has any food allergies or unusual dietary needs, please make sure that is clearly stated on your registration forms.

DROP OFF AND PICK UP

All campers must be signed in and out each day at the front desk. Please do not drop your child off and drive away without coming in to sign your child in, or wait outside at the end of the day and wait for your child to come out. You must come inside the academy to sign your child in and out each day.

If you are running late in the morning you must call the academy at (561) 737-3425 to let us know. Some morning field trips require that we leave shortly after 9:00 am and we would not want to leave your child behind!

Students may be picked up by authorized persons listed on the registration form ONLY. If someone other than the person/people listed on the form will be picking up your child, you must let us know in advance and send in a signed and dated note authorizing that person to pick up your child. Anyone unknown to the staff will be required to show a picture I.D. that matches the information we have on file before leaving with your child.

Please arrive no later than 6:00 pm. **You will be charged \$1.00 for every minute you are late to pick up your child.** Your card on file will be charged automatically for this amount. (On Thursdays you may pick up your child at 6:30pm if he/she is in the 8 & up class and is participating in class that day.)

ELECTRONICS

Children are permitted to bring electronic devices such as cell phones, iPods and gaming devices to camp, but they **MUST** be placed in the designated box at the front desk by 8:55 am. Campers will only be allowed to use their electronic devices at the discretion of the camp directors, such as in case of an emergency and during quiet play time after 4 PM when campers are waiting to be picked up.

Please know that you are sending these devices at your own risk. **CKCAC will not assume responsibility for loss, theft or damage of such items.**

PAYMENT INFORMATION

If you paid a down payment to reserve your spot, that amount will be credited to your account when you pay the balance. If paying in full, payment must be received by the Friday before camp starts. If making weekly payments, you must pay in full by the Friday before the week you are enrolling.

➤ **Note to existing students:** *If you are enrolled in summer camp you will not be charged for regular classes. Your monthly payment will be adjusted during the summer accordingly.*

REFUND POLICY: The registration fee and down payment are non-refundable. If you voluntarily withdraw from camp, and you have paid in full or have authorized us to charge your card for your payment, your money will be refunded in the following manner: Two weeks prior to beginning a session: 75% refund. One week prior to the session: 50% refund. No refunds will be granted once a session has started.

MEDICAL REASON FOR CANCELLATION: We understand that serious medical issues may arise over the summer. Please call us as soon as possible to inform us of your need to cancel that would prevent your child from participating for an extended period of time. We will ask that you submit a written excuse from your child's physician.

DECLINED PAYMENTS: There is a \$15.00 charge for all declined payments.

UNIFORMS/ATTIRE

All campers, teen volunteers, instructors and staff are **REQUIRED** to wear the camp shirt every day to camp and to all off-site trips. Comfortable, loose shorts or pants may be worn. No skirts please. If you do not wear your uniform pants and cord to camp please bring them daily for specific classes to be determined by the camp directors.

To participate in all regular classes from 4-6:00 pm, including the Wednesday roda at 5:00 pm, students **must wear their pants/cord** and may wear the camp shirt instead of the regular class shirt during the summer only. After summer ends, camp shirts may only be worn to classes on Fridays and Saturdays.

Shoes appropriate for outdoor playground play must be worn each day.

Please apply sunscreen at home each morning before camp. If staff needs to re-apply sunscreen during the camp day, the parent must send a note authorizing application.

ITEMS TO BRING DAILY

On each camp day, campers should carry a tote or backpack with the following items. All items must be labeled with the camper's first and last names.

- A bag lunch
- Extra drinks and snacks (at least 2 extra snacks per day)
- Sneakers, play shorts, and camp shirt (for field trips)

- Sunscreen (if re-application is needed-see “Uniforms/Attire” section for policy)
- Towel and swimsuit
- Books or any other appropriate quiet time game or activity
- Capoeira uniform pants and cord

Pocket knives, or other items that may be construed as weapons, are forbidden anywhere in the academy.

DISCIPLINE

Our number one rule is RESPECT. This includes self-respect, respect for fellow students, respect for instructors, and respect for the space we train in. Parents are expected to help implement this rule with their participating children.

Unacceptable behavior is defined as behavior that is disruptive to the group's wellbeing or harmful to others (or one's self) i.e., hitting, punching, biting, threatening or inappropriate language. Our staff will use behavior management techniques such as redirection, conflict resolution and positive reinforcement when handling behavior situations.

A child with disruptive behavior will be given an opportunity to correct him/herself. If the behavior is not corrected, the child will be removed from the group for a specified time period depending on the age of the child. Parents will be informed if their child's behavior is disruptive and will be expected to work cooperatively with the CKCAC staff to correct the behavior. CKCAC reserves the right to dismiss a child from the program when behavior problems continue to disrupt the program and/or the camper is not able to positively function within our group size and counselor-to-camper ratio. There is no refund for a child who is asked to leave camp.

HEALTH

Any **limitation in the ability to participate** due to a medical **condition must be noted** on the Registration Form. Failure to identify any health condition will result in CKCAK treating the student as if he/she has no existing health condition.

SICK POLICY: No child is to be brought to camp in the morning with any of the following symptoms: high fever, diarrhea, vomiting, abnormal behavior. If in doubt about your child, please keep your child at home. If your child exhibits any of these symptoms during camp, you will be called to come pick up your child as soon as possible. Please alert the office when your child develops a communicable disease (chicken pox, etc.) so that we can notify the other families.

I have read, fully understand, and agree with the Summer Camp 2013 Policies and Procedures outlined above.

Child's name(s): _____

Parent's name: _____

Parent's signature: _____

Date: _____