



**1. Program Details**

**A. Daily Schedule**

<b>Time</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
8a-9a	Arrival & Activities	Arrival & Activities	Arrival & Activities	Arrival & Activities	Arrival & Activities
9a-12p	Instruction	Instruction	Instruction	Construction	Construction
12p-1p	Lunch	Lunch	Lunch	Lunch	Lunch
1p-2p	Instruction	Construction & Activities	Pool Play	Construction & Activities	Showcase Preparation
2p-3p	Construction	Construction & Activities	Pool Play	Construction & Activities	Showcase for Parents
3p-3:30p	Car Pool	Car Pool	Car Pool	Car Pool	Car Pool
3p-6p	After Care	After Care	After Care	After Care	



## B. Drop Off; Car Pool; Walk-In Pick-Up and Late Fees

1. Drop-off will run from 8:00AM - 9:00AM. Upon drop off, students will be taken to camp rooms for pre-camp activities. If you are dropping off from your vehicle, please do not park, get out of your car, or drive around the car in front of you in line. A camp facilitator will be there to assist your student. If you need to park your car, please do so in the area designated on the map below and walk your camper into the building and all the way to the camp rooms located on the third floor. Please keep in mind that GA Tech is an open campus. Please do not drop off your child unattended. Please review the on campus parking section of this document.
2. Car Pool will begin at 3:00PM. Students who are not in After Care will be escorted to car pool by a camp facilitator. (The Car Pool location is the same as the Drop-off location). NO campers will be released from the car pool line as walkers until car pool is over.
3. Walk-In Pick-Up will occur in Room 345 of the College of Computing Building, (The same building as Drop-off.) Please park in the location indicated in the Map section of this document. Please review the on campus parking section of this document.
4. Car Pool and Pick-Up will run from 3:00PM - 3:30PM. Any camper picked up after 3:30PM will be considered to be in After Care. The parent must park in the location indicated in the Map section of this document and come to room 345 to get their camper. In addition there will be a Late Pick-Up Fee of \$10/hr. accrued the first minute of each hour for each hour an unregistered After Care student participates in After Care. (See table below)

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5. Fees are due no later than the following morning at Drop-Off. Your camper will not be accepted back into camp until fees are paid. Your payment must be made via the same online payment process used for registration.
6. We understand that Atlanta traffic can be quite heavy and spontaneous at times, but we ask that you make plans to ensure your child can be picked up during at the appropriate time. Our staff will be departing at 6:00PM. To ensure their safety, campers not picked up by 6:00PM will be escorted to the Georgia Tech Police Station. Arrangements for pick-up will then be made through Georgia Tech Police Department located at 879 Hemphill Avenue Northwest, Atlanta, GA 30318. ([www.police.gatech.edu](http://www.police.gatech.edu), (404) 894-2500)

<b>Fee Schedule for Late Pick-Up</b>	
3:31PM - 4:00PM	\$10
4:01PM - 5:00PM	\$20
5:01PM - 6:00PM	\$30
After 6:00PM	<b>Camper will be dismissed from the program with no refund of camp fees.</b>



### C. Morning Care

Activities such as board games; arts & crafts; puzzles and movies will be coordinated between 8:00AM and 9:00AM to awaken our campers' minds for a day of learning experiences.

### D. Lunch & Snacks

1. Lunch will be provided each day as part of the camp experience. Campers who register late (less than a week in advance) will be responsible for paying for their lunch.
2. Camp participants will either eat lunch at the food court in the Student Center or enjoy lunch outdoors in a shady location.
3. There are many options for lunch including Chick-fil-A, Subway, and Pizza Hut. Please see a list restaurants here: <https://www.gatechdining.com/dining-choices/retail/foodcourt.html>
4. Students will receive a \$9 lunch card each day of camp, except Friday when we order pizza for everyone.
5. The student will be responsible for paying anything above their daily limit. Unfortunately, balances do not carry over to the next day.
6. If you have not done so already, please inform us of any food allergies your child may have by email at [oeoutreachevents@gmail.com](mailto:oeoutreachevents@gmail.com)



7. If your child misplaces/loses their meal card, we will be unable to pay for lunch for the remaining camp sessions, with the exception of Friday.
8. Unless the camper has indicated dietary restrictions, snacks will be provided during morning and afternoon instruction and activities. Those with dietary restriction can bring their own snacks to be eaten during these time periods.

#### E. Swimming

1. On Wednesdays, campers will have the opportunity to enjoy the campus indoor leisure pool which is equipped with swim lanes; water play area; lazy river; a water slide and a staff of lifeguards.
2. Campers who will be participating in pool activities will need to bring a bag containing their swim clothes; towel; pool shoes or flip-flops. Campers may also bring wearable floaties and goggles if desired. This bag will hold their regular clothes while they are swimming. Please label the bag and all of its contents with your camper's name.
3. Campers will be carrying their bag and wearing their pool shoes or flip-flops to the pool as we will be leaving their camp shoes and any other valuable belongings locked in the classroom. Campers will change into and out of their swim clothes in the recreational center locker rooms.
4. We will contact you to fill out the necessary swimming permissions form prior to attending camp.



5. Activities such as board games; arts & crafts; puzzles and movies will be coordinated for campers who do not wish to swim.

#### F. After Care

After Care will be offered from 3:00PM-6:00PM, Monday-Thursday each week (see notes below for exceptions) for a fee of \$50 per week with the following exceptions:

\*Week 1 (May 31-June 2) and week 6 (July 5-7) fees are \$40 per week

1. Cancellations a month in advance will be refunded. Less than one month in advance, no refunds will be made. After Care payments need to be made via the same online payment process used for registration, no less than one week before the beginning of camp. An additional \$10 per week will be charged for After Care fees paid after Monday, before the week of your child's camp.
2. We will not have After Care on Fridays as students are expected to leave with their parents after the Parent Showcase.
3. \***Week 1** will begin on Tuesday, May 31. After Care will be provided from Tuesday to Thursday.
4. \***Week 6** will begin on Tuesday, July 5. After Care will be provided from Tuesday to Thursday.
5. Car pool ends at 3:30PM. So, parents picking up during After Care must park and come to room 345 to get their camper.



#### G. Parent Showcase

1. The last day of each camp will end in a Parents' Showcase.
2. This is an opportunity for each camper to show off his or her creations.
3. This is also an invitation for parents to observe the creative learning environment that our camps offer.
4. If attending, parents should park in the designated lot or parking deck.

## **2. Student Expectations and Consequences**

**The expectations below are included in the summer camp application. Both you and the student must acknowledge that you understand these expectations by digitally signing the contract.**

1. Georgia Tech computers should NOT be used to look up any materials deemed inappropriate in nature. Any violations will result in actions being taken to include (but not limited to) notification of the parent, the Dean's Office, and/or Georgia Tech Police.
2. Respect the property and feelings of fellow summer program students, teachers and student assistants as well as all others not directly associated with summer programs.
3. Always act in a manner that will promote a classmate's opportunity to learn in a safe and supportive environment.
4. Have a positive attitude about learning and involvement during the summer program.

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5. Politely communicate any concerns directly to summer program instructors or student facilitators.
6. As we are doing a great deal of arts and crafts as well handling small building materials, campers will be expected to keep their work areas as clean as possible during the day. Camp instruction and activities will end at 2:50PM to include a cleaning of all workstations and the room in preparation for the following morning of camp. The hour before the Parent Showcase will be used in part to clean in preparation for the event.
7. No "horseplay", inappropriate behavior or language of any kind will be tolerated. Students are representatives of Georgia Tech during their involvement with the summer programs, and they should act accordingly.
8. No drugs or tobacco are permitted on the Georgia Tech campus by summer program participants. If your child requires prescribed medications, please include a note that indicates the name of the medication and when it should be administered. The medication must be in the correct prescription container.
9. No weapons of any kind are permitted in our camps. This includes guns, knives, switchblades, pocketknives, and any other instruments that could be used as weapons. Any student who brings a weapon to a summer program or uses Georgia Tech computers inappropriately will be handed over to the campus police and immediately dismissed from the program.

**Violation of these expectations will result in the immediate dismissal from the camp without a refund of camp fees. Dismissed campers will not be allowed to return to OEC camps in the future.**





### **3. What To and Not to Wear**

#### **To Wear...**

1. Campers will be moving around a classroom doing arts and crafts. Wear clothes that are comfortable and are OK for glue and spills.
2. Some activities as well as the walk to lunch will be outside. Wear comfortable shoes and dress appropriately for the weather.
3. Please send your camper with a swimsuit, towel and goggles if needed. They will need a pair of pool shoes or flip flops to wear to the pool as we will be leaving their camp shoes and any other valuable belongings locked in the classroom. Campers will change into and out of their swim clothes in the recreational center locker rooms. We are not responsible for any lost or damaged items.

#### **Not to Wear...**

1. Expensive jewelry, clothes or shoes that may get messy or lost.
2. Open toes shoes except when going to the pool on Wednesdays



#### **4. What To and Not to Bring**

##### **To Bring...**

1. On Wednesday, campers who will be participating in pool activities will need to bring a bag containing their swim clothes; towel; pool shoes or flip-flops. Campers may also include wearable floaties and goggles if desired. This bag will hold their regular clothes while they are swimming. Please label the bag and all of its contents with your camper's name.
2. Each camper should bring a water bottle that can be refilled during the day at our water fountains.
3. Although lunch is provided, campers may bring a lunch.
4. Campers may bring cell phones only to be used outside of instruction and activity times or to be used in cases of emergencies. We are not responsible for lost or damaged phones.

##### **Not to Bring...**

1. Pool toys
2. Snacks are not needed unless the camper has indicated dietary restrictions. Morning and Afternoon snacks will be provided.
3. Toys; Electronics games or devices; Tablets or Personal Computers
4. Money is not needed unless the camper wants to bring a few extra dollars to spend in excess of the money provided for lunch.



5. [Directions and Maps](#) Please refer to the website.

## 6. On Campus Parking

Please be advised that most parking on campus is by permit only. Parking in the designated [visitors' lots](#) (see below) and paying the parking rates is the best way to avoid possible tickets, booting and impound fees. We will not reimburse for the fines.

**A. Visitors Area 4:** State Street & Ferst Drive (closest lot to the CoC) = \$2 an hour

**B. Visitors Area 5:** North Campus Parking Deck (State Street) (alternate lot when other is full)

0-1 hour = \$1.50, 1-2 hours = \$3.00, 2-3 hours = \$4.50, 3-4 hours = \$6.00, etc. Lost Ticket fee = \$20

## 7. Cancellation Policy

Cancellations made prior to a month in advance of the camp and after care fees will be issued a full refund. Any cancellation occurring after the one-month deadline will result in the forfeiting of camp and after care fees.



## 8. Contact Information

If you have any questions during the week, please contact our staff at [oeoutreachevents@gmail.com](mailto:oeoutreachevents@gmail.com) or 404-385-4029.