



# V.I.P. VALUE IN PREVENTION



## A Middle School Teen Summer Program 2019



July 1 – August 1  
Monday – Friday  
8am – 4pm



**VIP Camp**  
**Holmes Middle School**  
6525 Montrose St  
Alexandria, VA 22312

For students attending Glasgow, Holmes, Kilmer, Jackson, Poe, or Thoreau Middle School during the 2019-2020 school year, your camp will be held at **Holmes Middle School**. To register your student for the VIP program, follow the link below or contact your local middle school's After-School Specialist or local Teen Center.

**Online Registration:** <http://tinyurl.com/y6362h3c>

<b>Glasgow:</b> Aaron Cannon	<a href="mailto:acannon@fcps.edu">acannon@fcps.edu</a>	(703)813-8885
<b>Holmes:</b> German Cabezas	<a href="mailto:gdcabezas@fcps.edu">gdcabezas@fcps.edu</a>	(703)658-5906
<b>Kilmer:</b> Kimberly Kardelis	<a href="mailto:kckardelis@fcps.edu">kckardelis@fcps.edu</a>	(703)846-8820
<b>Jackson:</b> Matthew Hoffert	<a href="mailto:mdhoffert@fcps.edu">mdhoffert@fcps.edu</a>	(703)204-8218
<b>Poe:</b> Patrick Rosas	<a href="mailto:wprosas@fcps.edu">wprosas@fcps.edu</a>	(703)813-3937
<b>Thoreau:</b> Shannon Campbell	<a href="mailto:slcampbell@fcps.edu">slcampbell@fcps.edu</a>	(703)846-8000
<b>James Lee Center:</b> William Canas	<a href="mailto:william.canas@fairfaxcounty.gov">william.canas@fairfaxcounty.gov</a>	(703)246-5748
<b>Providence Center:</b> Ana Diaz	<a href="mailto:ana.diaz@fairfaxcounty.gov">ana.diaz@fairfaxcounty.gov</a>	(703)865-0532

**Jointly sponsored by Fairfax County Public Schools and  
Fairfax County Department of Neighborhood and Community Services**

Fairfax County is committed to nondiscrimination on the basis of disability in all county programs, services, and activities. Reasonable accommodations will be provided upon request. For information, call 703-324-4600.



## **Registration Form and Fee Instructions** **for VIP Teen Summer Camp 2019**

**A separate registration form must be completed for each child.**

Carefully read the Rules of Conduct included in this packet with your child. Please be sure you and your child sign the "Signature Page" to show your agreement to all rules, regulations, and policies.

**Registrations:** Registrations will be accepted on a first come, first served basis. Each school has a designated number of spots allocated. The deadline for all applications is Tuesday, April 30th. Call or email your local After-School Program Specialist (ASPS) or Fairfax County Teen Center (listed on the first page) for further information.

**VIP Camp Supply Fee:** There is a \$50 VIP Camp Supply Fee that will be collected from camp participants. Students who submit the VIP Camp Registration Form will be notified if they have been accepted into camp. Accepted participants will receive a confirmation letter/email along with further camp instructions. Payment will be due after receiving confirmation of acceptance and no later than Tuesday, June 4th. If payment is not received by that date, participants will forfeit their place in the camp and will be replaced by another student, pending the payment of the camp fee. Please contact the After-School Program Specialist at your child's school if there are any payment concerns.

**Refund Policy:** To request a refund of the VIP Camp Supply Fee, contact the After-School Specialist at the VIP Camp site prior to the cutoff date of Friday, June 14th, 2019. Refund requests submitted after the cutoff date will not be considered. Refunds will be in the form of a check. Please allow 3-4 weeks for processing.

**Mandatory Parent Meeting:** Parents/Guardians are required to attend the VIP Camp Parent Orientation Session in order for their child(ren) to participate in the VIP Teen Summer Camp. **Our meeting will be on Tuesday, June 4th, at 6:00 pm, at Holmes Middle School.** **If you are unable to attend, please let your school's ASPS know in advance.** During this meeting, parents/guardians will have an opportunity to meet the staff, hear about the program, and turn in field trip forms. *Students will be moved to a waitlist if parents do not attend this meeting without giving prior notice.*

## **Section 1: Program Days and Hours of Operation: Monday-Friday, 8am–4pm**

**Eligibility and Registration:** Children who are residents of Fairfax County or Fairfax City, and are between 7<sup>th</sup> grade (entering fall of 2019) and 8<sup>th</sup> grade (entering fall of 2019), are invited to participate. Glasgow, Holmes, and Poe families only: 6<sup>th</sup> graders (entering fall of 2019) are also eligible. This program is designed for middle school age youth. Individuals are encouraged to register early. **Rising 9<sup>th</sup> graders (entering fall of 2019) should contact the local teen center for information on their Teens in Action Summer Program.**

**Staffing for VIP Summer Teen Programs:** VIP camps are staffed by the FCPS After-School Program Specialists (ASPS) and staff, Fairfax County Department of Neighborhood and Community Services (NCS) staff, and other county agencies.

**Meals:** Teens attending the Holmes VIP Camp will be provided breakfast, lunch, and an afternoon snack free of charge.

**Inclusion:** Fairfax County and Fairfax County Public Schools are committed to inclusion. If you have questions, please call your local school ASPS.

**Camp Days and Hours:** VIP Camps will be open from 8:00 a.m. to 4:00 p.m. from Monday, July 1st, through Thursday, August 1st. The Camp will be closed on Thursday, July 4th, Friday, July 5th, and Friday, August 2nd.

### **Transportation:**

In the morning, school buses will pick up VIP campers from select schools and community locations and transport them to the Holmes VIP Camp site. In the afternoon, school buses will transport students from the VIP Camp site to select elementary schools and community locations. Students will also have the opportunity to take a bus in the afternoon to James Lee Community Center or Providence Community Center and then parents can pick them up from there. Bus information will be available in June prior to the start of camp.

### **Field Trips:**

We will take approximately 3-5 field trips throughout the summer. There is a cost for students to attend the field trips. The field trip fees will cover admission costs and bus transportation. Field trip information (*dates, locations, and fees*) will be available by June 4th. The field trip fees need to be paid for in cash or through MySchoolBucks. Fees will be collected in advance and will not be accepted the day of the trip. Due to staffing needs, we will send all staff members on the field trips and none will remain at Holmes. If your student will not attend the field trip, he/she cannot come to camp that day. If this fee presents a financial burden for your family, please speak with the After-School Specialist for your child's school.

## **Section 2: Policies and Procedures**

***Students and parents sign on the signature page to show agreement after reading.***

***Medical Emergency:*** Camp employees have permission, in the event I cannot be reached readily in an emergency, at my expense to contact our family physician, and/or utilize the most convenient rescue squad vehicle or ambulance to transport my child to the nearest hospital.

***Permission:*** I hereby grant permission for my child to participate in any or all of the programs, special events, walking and bus trips, including swimming, sponsored by the camp. Field trip forms will be distributed.

***Photo/Information Release:*** By signing this form, I give permission for my child to be photographed and/or videotaped for use in publicizing FCPS/NCS programs and services. Youth registration information provided to the VIP Camp is public record and as such may be released under the Virginia Freedom of Information Act (VFOIA) unless the parent/guardian specifically requests that this information not be released. **Please check here** \_\_\_ if you do not grant the camp permission to release your child's registration information.

***Information:*** In accordance with the **Virginia Privacy Protection Act of 1976**, the requested information will be used to coordinate activities of this agency. I understand that some of the information contained in this form may be released to persons who request such information in accordance with the requirements of the **Virginia Freedom of Information Act (VFOIA)**, VA. Code §22-3705. As this statement indicates, not all information the camp collects is subject to availability under the VFOIA.

***Behavioral Issues:*** If the actions of a participant may cause injury to themselves, other participants, or staff, camp staff reserves the right to deny his/her continuation in the program. If property is stolen, destroyed, or damaged, payment may be required to pay for replacement or repairs. Please do not bring any valuables (to include cell phones, iPods, cameras, or other electronic devices) to camp. Loss or damage to these items is not the responsibility of FCPS/NCS.

***Participation:*** The Holmes VIP Camp is a structured enrichment, recreation, and academic program. Parents may pick their children up at any portion of the day from the school office. *The coming and going of participants is the responsibility of the parents. Should a child leave the camp for any reason, a parent will be contacted and the child is no longer the responsibility of the camp staff.* **If a child misses more than three consecutive days of camp activities without prior arrangement with camp staff, that slot may be assigned to another student.**

***Transportation:*** Transportation to and from the camp will be provided by FCPS and Teen Center buses from selected stops within the neighborhood. Transportation from the VIP Camp to the James Lee Center and Providence Center at 4:00 p.m. will be available upon request from a parent.

***Parental Responsibilities:*** Transportation to and from the bus pick-up/drop-off sites is the responsibility of the parent/guardian. Parents/Guardians may transport their child(ren) to/from the camp. Parents must have alternative transportation arrangements in case of emergency, illness, or disciplinary problems. The program does not open until 8 a.m. and ends at 4 p.m.

***Liability:*** On behalf of my child, I recognize that there are risks inherent to participation in camp activities and agree to hold harmless FCPS/NCS, its officers, employees, and volunteers from any and all claims from bodily injury and/or property damage which result from my child's participation in any and all activities sponsored by the said Department.

## Section 3: Rules of Conduct

***Students and parents sign on the signature page to show agreement after reading.***

### **Participants:**

- **Follow the same guidelines provided by the FCPS Student Rights & Responsibilities document.**
- Stay in your assigned group.
- ***You must inform staff before leaving the VIP Teen Summer Camp.*** Parents will be called when a child signs out to anyone other than a parent.
- Show respect for others in what you do and say.
- Attend regularly.
- Be involved in your activities each day and encourage others to do so as well.
- Listen to the ***VIP Teen Summer Camp*** staff and follow directions carefully.
- Maintain your self-control. The ***VIP Teen Summer Camp*** staff member will listen.
- Take care of your personal belongings. No pocket knives or harmful weapons will be allowed into our program. **All electronic devices should be left at home (i.e. cell phones, iPods, etc.). VIP staff is not responsible for the loss of any of these items. All electronic devices that are brought to camp are the responsibility of the student and will only be allowed during designated times.**
- Use equipment and supplies appropriately without destruction.
- Have fun!

### **Parents:**

- ***Must attend the VIP Summer Camp Parent Orientation Session – Tuesday, June 4th at 6:00 pm at Holmes MS (6525 Montrose St, Alexandria, VA 22312).***
- Support the VIP Camp staff and work with them to resolve disciplinary problems.
- ***Understand that the coming and going of your child is a parent's responsibility.***
- ***Understand that the VIP Camp does not open until 8:00 am.***
- ***Understand that the VIP Camp does not provide ANY extended supervision after the 4:00 pm camp end-time.***
- Make arrangements for the participant to be picked up in the event of sickness, inappropriate behavior, or other emergency needs.

### **Termination of Service/Ineligible for Services:**

- If the participant's actions cause injury to self, peers, and/or staff.
- If the child exhibits inappropriate behavior which may inhibit participation in activities.
- If the child engages in repetitive, aggressive, harmful, and/or disruptive behavior.
- If the participant fails to follow the general rules of conduct.
- If the participant is involved in theft of any kind.
- If the participant engages in any drug related activity (ATOD).
- If the participant is involved with the destruction of school property.
- If the child does not meet the eligibility criteria for the program.

### **Behavior Guidance and Management:**

From time to time the ***VIP Teen Summer Camp*** staff must take actions to resolve a problem that is disruptive to the program and other participants. Behavior guidance requires very specialized skills. We appreciate your support as staff try to find a solution that promotes non-disruptive behavior and allows your child to participate without incident in the activities. Staff members use a proactive approach to meet the needs of the children by planning age and ability appropriate activities, selecting a variety of play and recreation activities, discussing the needs of the children with their parents, and evaluating the entire environment. The safety of the participants and staff is of paramount concern.

**Section 4: Student Information**

A separate form must be completed for each FCPS Middle School student.  
Parents/guardians must register their child(ren) to be eligible to participate.

**PROGRAM REGISTRATION CLOSES ON TUESDAY, APRIL 30th.**

**Parents/guardians will be notified (via email, letter, or telephone) of the student's acceptance. The \$50 VIP fee is due after confirmation of acceptance and no later than Tuesday, June 4th. If the fee is not paid by that time, your child will be moved to a waitlist.**

**Please print carefully:**

**Student's FCPS ID#** \_\_\_\_\_

**Student's 2019-2020 FCPS school:**

\_\_\_\_\_

VIP location for your child will be:

\_\_\_\_\_ Holmes Middle School \_\_\_\_\_

Child's Name: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Grade (in fall): \_\_\_\_ Sex: \_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_VA\_\_ Zip: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_

**E-mail** \_\_\_\_\_

Emergency Phone: \_\_\_\_\_ (Required)

Name of Child's School: \_\_\_\_\_

public     private     parochial     home school

Child will be transported by

FCPS bus

Parent

My child is on an IEP (circle one) Yes No

Family Physician: \_\_\_\_\_

Phone: \_\_\_\_\_

**Other Information:**

Allergies:  bee stings     insect bites     foods  
please specify:

\_\_\_\_\_

Other: \_\_\_\_\_

**Medication** (FCPS medications forms MUST accompany any and ALL medication)

Name/Type: \_\_\_\_\_

\_\_\_\_\_

For: \_\_\_\_\_

\_\_\_\_\_

Restrictions: \_\_\_\_\_

\_\_\_\_\_

**Other Health Related Information:**

\_\_\_\_\_

\_\_\_\_\_

**Please check the boxes for the program dates your teen will be attending the VIP Camp. Participation in all weeks of camp is strongly encouraged in order to receive the greatest benefit from the planned enrichment, recreation, and academic activities.**

<b>Week 1</b>	July 1-5		<b>Week 2</b>	July 8-12	
<b>Week 3</b>	July 15-19		<b>Week 4</b>	July 22-26	
<b>Week 5</b>	July 29-Aug 1		<i>Note: Camp will NOT meet on Thursday, July 4th, Friday, July 5th, or Friday, Aug 2nd</i>		

**Section 5: Class Selection**

**Student's Name:** \_\_\_\_\_ **Grade in fall 2019:** \_\_\_\_\_

Please rank your class preferences from 1 to 9, with 1 being your top choice and 9 being your least favorite choice.

We will attempt to follow your priorities when we create your schedule.

Applications will be processed based on the order in which they are received.

Students may be placed into Math, English, and ESOL classes based on school recommendations.

Additional changes may be made by the VIP Camp based on the available staffing.

<b>CLASS</b>	<b>RANK</b>
Art	_____
Cooking	_____
Drama	_____
Gaming	_____
History	_____
PE	_____
Sports Science	_____
STEAM/Technology	_____
World Cultures	_____

## SIGNATURE PAGE

Please initial that you have read each of the following sections:

\_\_\_\_\_ Section 1: Program Days and Hours of Operation

\_\_\_\_\_ Section 2: Policies and Procedures

\_\_\_\_\_ Section 3: Rules of Conduct

\_\_\_\_\_ Section 4: Student Information

\_\_\_\_\_ Section 5: Class Selection

I certify that my child and I have read and understand all policies and procedures of the VIP Teen Summer Camp packet which are associated with the operation of the VIP Teen Summer Camp program and have been made aware of the VIP Teen Summer Camp program rules including FCPS Student Rights and Responsibilities.

Student Name (Printed) \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Name (Printed) \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Return this page, the Student Information page, and the Class Selection page to your local middle school's After-School Specialist.

Internal VIP Staff Only:

Field Trips Paid:

Mystics Basketball Game	_____
Water Park	_____
Six Flags	_____
Movies	_____
End of Camp Party	_____