Welcome to the Kids First Sports Center L.I.T. 2017 Program

Kids First Sports Center is pleased to bring back this program in an exciting, new way!

Mission Statement:
The Leaders in Training Program is a leadership development program designed to provide teens with the skills and knowledge to interact and communicate successfully with individuals and lead groups of all ages in a fun, safe environment.

Our program is specifically designed for ages 13-15 only and will focus on:
• Social, educational, emotional and personal growth.
• Personal disciplines such as responsibility, patience, altruism, punctuality and persistence are developed and nurtured during the week-long LIT sessions.

While still taking part in typical camper experiences (attending activities and participating in camp events), the LITs have unique opportunities and responsibilities separate from the rest of the camp. LITs will have the chance to lead an all camp activity and assist younger campers on registration days. Each year, the LIT group has completed a service project on camp property. Projects in the past have included canned food drives, a Hoops for Healing basketball event to benefit research at Children’s Hospital and a clothing drive for Matthew 25 Ministries. The service project is designed and completed by the group and few limitations are set as for what can be accomplished.

In order to gain the most from this program, we work closely with Kids First Senior Staff and camp staff. Participation in this program will help teens feel confident in the knowledge, experience and leadership skills needed to apply for a position working with children and be more confident decision makers and leaders within their community. Participants meet and are mentored by camp counselors and Kids First staff. Unlike counselors, however, LIT’s are always supervised by staff when working with campers.

This handbook was written to help you better understand our program and policies. Please use this as a source of reference throughout the summer. Included are our policies, procedures and rules. If you have any questions or concerns, please don’t hesitate to contact us at 513-489-7575.

We look forward to an AWESOME summer!

Megan Smith - Camp Department Leader - msmith@kidsfirstsports.com
Cathleen Capouch - LIT Coordinator - ccapouch@kidsfirstsports.com

Kids First Sports Center and the Camp Department Leader reserves the right to modify, without notice, any information contained within this Handbook.
2017 LIT CAMP SESSIONS/DATES
Camp runs for 10 week-long sessions from Monday, June 5 through Friday, August 11. LIT’s are recommended to attend 5 or more weeks of camp, and those attending more weeks will be considered first for the program.

CAMP HOURS
Camp runs from 9:00 am - 4:00 pm. It is mandatory that LITs be signed in/out on a daily basis. This will be strictly enforced. The LITs are required to check in with the LIT Coordinator at the beginning of the day and are required to check out with a counselor before leaving the building. The first few days, parents should expect to sign in with the LIT Coordinator as well.

CAMP LOCATIONS AND FACILITIES
The Kids First Sports Center LIT Camp will be held at Kids First Sports Center, located at 7900 East Kemper Rd. Home base is the Cultural Arts Room located on the first floor, to the left of the Storm Cheer Zone.

SIGN-IN AREA
We have a designated area in the main lobby area for easy access to parents. This area will have a small table for the attendance book and any information that might need to be picked up for that particular day.

CELL PHONE USAGE
We will not allow cell phone usage to become a problem. LITs can have their phones out to take pictures of camp activities for the yearbook and social media platforms, but they cannot have it out for any other reason unless they are talking to a parent. If there is something happening at home or an expected phone call, we obviously allow that for our teens. Please just let the LIT Coordinator know in advance that your teen may have to take a phone call during the day for a certain reason.

GENERAL INFORMATION
We hope that you understand and appreciate our policies as they directly relate to the safety and well being of each camper. We look forward to your cooperation in helping us provide a pleasant and safe camp experience for your teen.

All forms included on the website must be completed, signed and returned in order for your teen to participate in LIT Camp 2017.

All contact with the camp should be directed through the Camp Department Leader. Our preferred method of payment is online via credit card through our Camp Registration and Billing System, CampMinder.

Kids First Sports Center Camp Department
7900 East Kemper Rd., Cincinnati, OH 45249

Main Phone: 513-489-7575
Fax: 513-489-9761

Camp Department Leader………………………………… Megan Smith - msmith@kidsfirstsports.com
Camp LIT Coordinator……………………………. Cathleen Capouch - ccapouch@kidsfirstsports.com
Areas of Use

Kids First Sports Center
We will be doing indoor and outdoor activities for most of LIT camp at Kids First Sports Center, using the offices, conference areas, as well as the gymnasium, camp backyard, dance and cheer spaces at different times.

Pleasant Valley Ministries (PVM) Camp
The LiTs will have a team building experience at PVM Camp located in Camden, Ohio, where they will take part in a ropes course, rock wall and various team building exercises. This will help them work on teamwork, communication, trust building, and more.

Matthew 25 Ministries
Matthew 25 Ministries is a non-profit organization located just minutes down the road that strives to provide help to the poorest of the poor in the world. They also help those people who have suffered the affects of natural disasters. While volunteering at their facility in the past, LiTs have sorted through donated items such as clothing and shoes as well as making personal care packages. These packages included soap, body wash, toothpaste, deodorant and many other personal hygiene items. LiTs have a great volunteering for Matthew 25 Ministries in the past! For more information on this organization, visit www.m25m.org.

Various Areas in the Community
Each LIT session will vary depending on the PEOPLE. We will be exploring different careers and community service avenues that will take us on weekly community trips.

Camp Basics

Camp Activities/Sample Daily Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 am</td>
<td>Regular Drop off</td>
</tr>
<tr>
<td>9:30-10:15 am</td>
<td>Monday Meeting/Discussion</td>
</tr>
<tr>
<td>10:15-11:45 am</td>
<td>Daily Activities with Assigned Groups</td>
</tr>
<tr>
<td>11:30 or 12:15 pm</td>
<td>Lunch</td>
</tr>
<tr>
<td>12:15-3:45 pm</td>
<td>Daily Activities with Assigned Groups</td>
</tr>
<tr>
<td>3:45-4:00 pm</td>
<td>Regular Pick-up</td>
</tr>
</tbody>
</table>

Themes
Throughout the weeks, we'll be focusing through our games and activities on key points of interest to develop strong leaders and great members of the community.

Some areas we'll touch upon will be:
- First Impressions
- Volunteerism/Community Service
- Responsibility
- Respect
- Teamwork
- Critical decision-making skills
- Communication
- Change Yourself and Your World Changes
Field Trips
As part of the LIT camp, we strive to provide the teens with some team field trips. The cost of these field trips are factored into the price of LIT camp.

Field trips are not mandatory although pricing is not adjusted for those who choose to not attend field trips. If your teen is not attending a field trip, you must communicate in advance with the LIT Coordinator or Camp Department Leader, so that they can be assigned to another group.

Field trips will be paid for in advance, so failure to cancel weeks of camp by June 1, 2017 will result in a forfeit of the transportation fees for those weeks. We will be having LITs participating in Camp-A-Palooza field trips as well as LIT-only field trips.

2017 LIT-Only Field Trips
Week 1: June 5-9 - Wed. June 7 - Rumpke Recycling Center Tour
Week 2: June 12-16 - Wed. June 14 - Matthew 25 Ministries
Week 3: June 19-22 - Wed. June 21 - Paintball Country
Week 4: June 26-30 - Wed. June 28 - Camp Kern
Week 5: July 3-7 - Wed. July 5 - Matthew 25 Ministries
Week 6: July 10-14 - Wed. July 12 - TBD
Week 7: July 17-21 - Wed. July 19 - TBD
Week 8: July 24-28 - Wed. July 26 - TBD
Week 9: July 31-Aug. 4 - Wed. Aug. 2 - Kings Island
Week 10: Aug. 7-11 - Wed. Aug. 9 - TBD

T-Shirts are Required
For easy identification and security purposes, each teen is REQUIRED to wear their camp shirts on all bus field trips or they will not be permitted to go (special exceptions will be made so they can take them off when they are in water). All campers will receive two camp t-shirts that will be given to them on their first day of camp. Additional camp t-shirts can be purchased for $7.00. If a camper arrives at camp on the day of a field trip without his/her camp shirt, it will be necessary for you to purchase a t-shirt before your teen(s) can participate. This policy will be strictly enforced for the safety of all campers. This fee is payable before your teen can return to camp the following day. Camp t-shirts are for field trips only and need not to be worn each day at Kids First.

We hope to schedule guest speakers to share their knowledge, experience and expertise with the campers. Just some of our ideas are:

- Kids First Sports Center Owners and Executive Staff
- American Red Cross Instructors (CPR/First Aid and Babysitting Training)
- Weather Center - Meteorologist
- State Police/Sheriff
- Community Organizations
- College Admission Counselors
More on what the LIT Camp is all about:
All teens need the opportunity of proving themselves to themselves. Each and every day, they will participate in activities that will provide:
• Experiential Learning
• Personal Development
• Community Service
• Education
• Adventure
• Team Work
• And of course, FUN!

“Tell me, and I will forget. Show me and I may remember. Involve me and I will understand.”
~Kurt Hahn

LITs will have the opportunity to give back to their community in ways that they feel are most important. Just some of the Community Service Ideas we’ve thought of....
• Food Drives
• Wounded Warriors
• Public Service Announcements
• Building benches for the community/town
• Environmental Services and many more...

We’ll be working with the teens in this program to see what they all vote on to do!

Teamwork skills and communication strategies are a large part of both onsite and offsite activities. All LITs will gain experience leading groups of various ages throughout the weeklong session. LITs will be planning and implementing games and special events for Kids First Campers, organize community outreach projects, and take part in special field trips, aimed at increasing their leadership abilities.

The LITs will rotate into the summer youth day camp throughout the summer to assist and “try out” the ideas and activities they’ve learned while at their LIT camp. The Camp Department Leader will assess when and if each LIT is ready for this experience. A schedule will be made based on their availability and the needs of the groups.

“DREAMWORLD EXPERIENCE”
To encourage our campers to dream big and to help them have the best experience possible at summer camp, we introduced in Summer 2016 our “Dreamworld Experience.” The Dreamworld Experience is designed to encourage our second year LIT’s and CIT’s to stretch their imagination, to be resourceful, timely and to also encourage leadership skills in the process.

Who will be participating?
Returning LITs and all CITs!

What is it?
We don’t want to give too much away, but basically, we’ll be encouraging our campers to dream big! LITs and CITs will be helping make these dreams come true. From small to big, easy to outrageous, this will be a chance for LITs to stretch their imagination and become the magic makers of camp! The Dreamworld Experience will be every other week of camp. Week 1 of Dreamworld is Trial Week. The week after is an evaluation week to figure out what worked, what did not, what other resources could possibly be used, etc.
Service Hours
Each clock hour that an LIT spends at Kids First can typically count towards any service hours that may be needed for school. If you would like us to keep track of your hours, please let us know and we would be more than happy to do that. We will also provide you with a confirmation letter at the end of the summer that contains when you worked, a description of what each LIT did, and how many hours were accumulated. Please let us know as early as possible if you would like those hours to be documented so that we can get started on them at the beginning of the summer.

Parent/Guardian Communication
Communication, cooperation and teamwork is a critical part of the Parent/Guardian-Camp relationship. Our staff appreciates parents/guardians who keep us informed of their teen’s special circumstances or any transitions in the home life. This keeps us sensitive to your teen’s needs.

Parents must contact the camp when:
• Information on your registration has changed
• Someone other than those listed on your teen’s registration will be picking your child up
• A teen is not able to be picked up on time
• An incident or change occurs in your child’s life that alters his/her attitude or causes severe distress
• Emotional upset (i.e. divorce, loss of pet, death in family)
• Your teen has a contagious disease (i.e. head lice, pink eye, chicken pox)

Parents will be contacted immediately when:
• Your teen has received an injury which could require immediate medical attention and/or EMT’s have been called. We ask that if we do have to contact you regarding an emergency that you would immediately come and attend to your teen.
• Your teen exhibits a medical condition which could be contagious or threatening to others in the program.
• Your teen is ill and/or is unable to participate in daily activities.

Parents will be notified at pick up time when:
• Your teen receives a minor injury that does not require the service of a professional in the medical field.
• Your teen complains of a non-emergency condition or symptom.
• Your teen exhibits unusual behavior.
• We want to share your teen’s accomplishments.
**Staff Code of Conduct**

All staff will abide by the following code of conduct:

- A camper’s whereabouts will always be known.
- Staff will be proactive in risk management by executing daily inspections of their appointed areas for potential hazards.
- Staff is responsible for their appointed areas and will keep it reasonably organized and clean throughout the day.
- Staff will carry two-way radios at all times when on the premises and will have the ability to contact the Camp Department Leader by cell phone when not on premises.
- Staff will understand the course of action in cases of emergencies and in times of concern. The staff will be able to handle any given situation or be able to easily and effectively communicate with their supervisors when required.
- No personal information on a teen shall be released to anyone other than Kids First Sports Center Staff with a need-to-know basis, parents, guardians, or legal authorities without the written consent of the parent or guardian.
- Staff will appear clean, neat and properly attired. Staff will wear staff shirts on all field trips for easy identification.
- Staff will work hard to make each teen’s camp experience the best it can be.

**Staff Certification**
At least one staff member in every age group is certified in CPR and First Aid.

**Camper to Staff Ratio**
Our low camper to staff ratio will enable us to provide close supervision and care. Typically, the ratio is 8 teens to 1 staff, although this may vary with activities.

The staff will be the judge of any behavior they deem is unacceptable. Fighting, bullying and teasing will not be tolerated. A parent/guardian will be notified of any instance in which his/her teen is found to be causing intentional physical and/or emotional harm to another teen or child in the Summer Camp Program. Proper disciplinary action will also be taken, which may include but is not limited to suspension and/or dismissal.