

SMART Camp

Sports, Music, & Art

Parent Packet

- SMART Camp is a summer program run jointly by the City of Costa Mesa and the Newport-Mesa Unified School District (NMUSD) on the Costa Mesa High School campus. Costa Mesa High School is located at 2650 Fairview Road.
- SMART Camp offers various introductory and intermediate sport, music, and art related activities for Newport-Mesa Unified School District students entering into grades 4th - 8th.
- SMART Camp is a free, drop-in, non-licensed, recreational and enrichment program. It is NOT supervised day care. Children are required to participate in the scheduled activities. Failure to participate in camp activities may result in a disciplinary process.
- A registration form is required for each child. Registration takes place online or in person during normal business hours at the Downtown Recreation and Aquatic Center or online. Registration will be accepted on-site at Costa Mesa High School only during the 1st week of the program. Online registration may be found here: cmclassesonline.com.
- Children are required to stay on campus and with camp staff during program hours.
- STAFFING: Activities are led by NMUSD teachers, coaches, and staff hired by the City of Costa Mesa as contracted instructors.
- SMART Camp will begin at the Clock Tower on Costa Mesa High School's campus each day. This will be the same location to pick up your children after SMART Camp.
- Enclosed is a copy of the "Rules" and "Disciplinary Process". Please take the time to review these with your child.
- Please note that the City strives to make reasonable accommodations for participants with special needs or a developmental disability. The City does not currently offer structured inclusion services to participants that require a 1-on-1 aide for assistance or supervision during program hours. A 1-on-1 aide provided by the participant's family/guardian will be accepted with proper documentation.
- If you have any questions or concerns, please communicate with on-site staff or call Administrative Assistant Rose Hedegard at (714) 424-7551 or Recreation Supervisor Tiana Johnson at (714) 754-5034.

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Activity Schedule

ART

9:30 AM - 12:30 PM

WEEK 1	Mon - Thu	6/10 - 6/13
WEEK 2	Mon - Fri *No Camp Wed 6/19	6/17 - 6/21
WEEK 3	Mon - Thu	6/24 - 6/27

MUSIC

9:30 AM - 12:30 PM

WEEKS 1-3	6/10 - 6/27 *No Camp Wed 6/19	Must register for all 3 weeks
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SPORTS

1:00 PM - 3:00 PM

WEEK 1	Mon - Thu	6/10 - 6/13
WEEK 2	Mon - Fri *No Camp Wed 6/19	6/17 - 6/21
WEEK 3	Mon - Thu	6/24 - 6/27

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Rules

SMART Camp has basic rules and regulations that are provided in the interest of safety and well-being of all children.

1. Participation in camp activities is required.
2. Closed-toe shoes must be worn at all times.
3. All toys, electronics, and additional items from home are NOT allowed. If staff can see or hear item(s) from home, item(s) will be confiscated and will only be returned to a parent/guardian. Necessary use of cell phones are permitted by staff approval only.
4. For your child's safety, children must stay with staff and on campus during program hours.
5. HFO Rule – Children must keep their hands, feet, and other objects to themselves at all times.
6. Rude behavior, foul language, spitting, biting, fighting, or bullying of other participants will not be tolerated.
7. Children are fully responsible for their own personal belongings (i.e. backpack, jacket, sports/music/art equipment, supplies, etc.).
8. Use of the "Buddy System" is required when using the restroom and water fountain. Inappropriate behavior in the restrooms will not be tolerated.
9. If children are experiencing problems with other children in the program, they are expected to tell on-site staff. Staff will handle with disciplinary procedures. Parents are not permitted to discipline or speak with any child but their own.

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Disciplinary Process

Failure to comply with any camp rules will result in disciplinary action. The level of disciplinary action is based on the discretion of the staff. Please note, disciplinary action may result in automatic suspension or expulsion, regardless if the child has had a warning and/or received a written Disciplinary Action Form. The following is the Camp's disciplinary process:

1. If a child breaks a camp rule or displays inappropriate behavior, staff will give a verbal warning. The verbal warning will consist of reviewing the rule(s) broken and informing the child that future inappropriate behavior will result in further disciplinary action.
2. A second occurrence of inappropriate behavior will result in a consequence (i.e. time-out, apology letter, parent notification, removal from the activity, etc.).
3. If a behavior continues and steps 1 and 2 have been followed or a serious act is committed, a **FIRST** Disciplinary Action Form will be completed. The child's parent/guardian will be contacted to discuss the inappropriate behavior and informed that the child will be removed from the day's activities. The child will need to be immediately picked up by the parent/guardian.
4. If the inappropriate behavior continues to occur and step 3 has been completed, a **SECOND** Disciplinary Action Form will be completed. A **SECOND** DAF will result in a suspension from the camp. The length of suspension will be at the discretion of staff. The child's parent/guardian will be contacted to discuss the behavior and the child will need to be immediately picked up by the parent/guardian.
5. If the inappropriate behavior continues to occur and step 4 has been completed, a **THIRD** Disciplinary Action Form will be completed, resulting in an immediate expulsion from SMART Camp. The child will need to be picked up immediately by the parent/guardian.