

The Sagamore Club Policies and Procedures – Summer Camp 2025

WELCOME TO SUMMER CAMP AT THE HAWTHORNS GOLF & COUNTRY CLUB FOR SAGAMORE MEMBERS! Thank you for choosing The Club for your child's summer adventure. We believe every child deserves to reach their full potential! Summer camp allows campers to get outside, unplug, make new friends, learn to be a leader, and grow in self-confidence every day! We want your child to have the best camp experience possible! Please read these policies and procedures to ensure your child is well-prepared for the Best Summer Ever!

In this document, you will find the following:

- Things to do before camp (waivers, authorized to pick up, etc.)
- What to bring
- What to expect
- & more!

Please do not hesitate to contact us with any questions or concerns.

Elizabeth White
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WHAT TO BRING

Everything your child brings to camp needs to be labeled with their name to ensure that we can find it if they lose it. Please send your child to camp each day with a backpack containing the following:

Refillable Water Bottle	Swimsuit
Sunscreen	Towel
Bug Spray	Goggles with Child's Name on Them
Tennis Shoes	Floaties or Swim Vest
Change of Clothes	Equipment for Golf or Tennis Lessons
NO Electronics	A Smile!

* Please note: your kids WILL get dirty! It's part of why we love camp! So please dress your kids accordingly.

WHAT TO LEAVE AT HOME

- Electronics (cell phones, iPads and tablets are not permitted at camp)
 - Playing cards (Including Pokémon)
 - Valuables
 - Toys including but not limited to stuffed animals and Hotwheel cars
- *The Hawthorns is not responsible for lost or stolen items*

DROPPING OFF YOUR CAMPER

- When you arrive at The Hawthorns, please bring your child to the youth room in the basement. Our staff will be there to receive your child, check them in, and tell them where to go!
- Your camper should be wearing sunscreen before they leave the car.

PICKING UP YOUR CAMPER

- Please come to the youth room and have your driver's license ready! It is crucial to ensure that any person picking your child up from camp is on the Authorized to Pick-Up list, which you completed during the registration process. If you need to add people to this list, please contact Liz at ewhite@concertgolfclubs.com.
- If you need to pick up your child early, please inform the staff in the morning. Pick-up at camp ends at 4:30 PM and for late-pick up at 6:30 PM.
- Anyone picking up a camper MUST show a photo ID and be on the approved Pick Up List

INCLEMENT WEATHER POLICY

The Hawthorns monitors current weather conditions forecasts and/or emerging weather systems that may threaten the area.

- In the event of light rain, we will go on with our day and get a little wet; please pack a dry change of clothes and a rain jacket or poncho.
- In the event of a severe thunderstorm, we will seek shelter until the weather has cleared.
- In the event of a Severe Thunderstorm Warning, Tornado Watch or Warning, or High Wind Advisory, we will delay operations and/or travel until it is safe to continue.
- We will be contacting parents via phone call, e-mail, or text if any inclement weather should arise that impacts the camp schedule.

POOL SAFETY

Safety is one of The Hawthorns' most important responsibilities to our members and campers. Please take note of the following pool safety policies:

- ALL campers who wish to swim must bring a bathing suit and a towel.
- ALL campers will be swim-tested. Campers will be designated to a section of the pool based on their swimming ability.
- A team of certified lifeguards will monitor ALL water activities.

OUR COUNSELORS

Our camp staff is full of high-quality, trained counselors ready to make your child's camp experience incredible! All camp staff are background checked, CPR/First Aid/AED certified, are certified mandated reporters, and have spent extensive time training to ensure every minute of camp is fun & safe! Keep an eye out for a list of staff profiles so you can get to know our counselors!

PAYMENTS/REFUND POLICY

Our goal is to provide your children with a safe, fun, and affordable experience. Therefore, we carefully plan each session of camp for maximum fun. We understand that your schedule may change during the summer, but our arrangements have been finalized based on projected attendance. With that in mind, please read our refund policies carefully, as we make no exceptions:

- If you need to cancel a camp, you must notify the camp director by E-MAIL 2 weeks or more before the camp session start date you wish to cancel to receive a full refund.
- Cancellations made 7-14 days before the camp session start date you wish to cancel will receive a 50% refund on the camp price.
- Cancellations made less than 7 days before the camp session start date you wish to cancel will not have any fees refunded.
- If you need to request a camp change, you must notify the camp director by EMAIL 2 weeks or more before the start date of the camp session you wish to change. Camp changes are never guaranteed; however, we will do our best to make the changes happen when space is available.

FIRST AID

The Hawthorns requires that all medications be administered at home before the camp day. The camp staff is not trained or qualified to administer medication or make medical decisions. Staff must be informed of children needing an inhalant for asthma or an EpiPen for allergies-do not send these in with your camper without proper documentation.

Our staff is trained in CPR & First Aid. We will treat minor injuries with soap, water, and ice and contact emergency medical personnel in the event of a significant injury. A parent or guardian will be notified in the event of an emergency.

COMMUNICATION EXPECTATIONS

We employ multiple sources of communication (E-mail, text, social media, Class Dojo etc.) to inform you about your child's camp experience. Please ensure your e-mail address and phone number are correct on your member account. In addition, we will send out a newsletter each week via email and in Class Dojo with essential updates on camp activities and events and highlight camper and group accomplishments. Camp newsletters will go out the day before your camp session to inform you of session-specific information and important reminders. We will post photos and updates to Class Dojo and social media as often as possible so make sure to follow us!

BEHAVIOR & BULLYING POLICY

The Hawthorns has a zero-tolerance policy for serious behavior infractions since our goal is to provide a healthy, safe and fun environment for every camper. The behaviors below are grounds for immediate removal from camp for the remainder of the current day and additional days as deemed necessary by the camp director. Each Incident will be considered case-by-case to determine if the child can function in a group while at camp. The Camp Director will meet with the camper's parent(s) to determine a course of action and the length of the suspension. We have a zero-tolerance policy for certain items/situations. Campers will be dismissed from camp for the following offenses:

- Any behavior that endangers the health and safety of children, staff, or members
- Leaving the day camp program without permission or refusing to remain with the assigned group
- Inappropriate touching of other campers or sexual misconduct
- Theft, defacing, or destruction of property belonging to The Hawthorns or others
- Acting in a physically or sexually abusive or harassing manner towards any other person, parent, staff, or camper
- Any physical assault, such as hitting, kicking, biting, etc.

****No refunds are given for campers dismissed for behavioral reasons****

LOST AND FOUND

We will make every effort to return lost and found items while your camper is at camp during closing assemblies. Please mark all items with a permanent marker or laundry label for easy identification. If you discover something is missing, please check lost and found immediately. The more time passes, the less likely an item can be found. The Hawthorns is not responsible for lost, stolen, or damaged clothing or equipment. The lost and found will be removed at the end of each session and donated to charity.

THANK YOU FOR CHOOSING THE HAWTHORNS!

One of our favorite things about The HAWTHORNS is that it is a place for everyone. Every camper is reminded that they are whomever they want to be when they walk through the door. Whatever is going on at home or school fades away as they enter into an environment created just for them. We hope every child learns something new about themselves and the world around them, grows in their leadership potential, makes a new friend, and has lots of fun! Thank you for entrusting us with the most important thing in your life. It's an honor and a privilege to serve your family at The Hawthorns Golf & Country Club.