



STEJARII COUNTRY CLUB

Summer Camp 2022

The 20th of June – the 26th of August

The Parents' Handbook

Stejarii Country Club organizes a programme of recreation-sportive activities intended for children, for those ones interested in a range of sports: Tennis, Swimming, Karate, Dancing, Gymnastics, Athletics, Yoga, Board Games, Painting, Lego, provided by our trainers, national and international champions; they will develop their creativeness through workshops and they recreate in unforgettable trips, overlooked with care by specialized personnel.

The bilingual programme represents the perfect occasion for socialization, informal education and time spent in nature!

The activities include sports activities, outdoor games and group trips.

Limited number of participants: 50 children/week, 10 children/group

The aforementioned programme organized by Stejarii Country Club is meant for children aged 5 - 14, with the view to providing them with the opportunity to discover the benefits that they may obtain from sports, arts, culture, nature. The programme activities are designed to help each participant to become more independent, to increase his/her self-confidence, to develop his/her self-consciousness and to use his/her mind and body in an entertaining and safe way.

The children's participation in the programme activities is decided and assumed by their parents by reading this handbook, as well as by reading, filling out and signing the participation form comprising also a questionnaire.

The activities dedicated to children are carried out solely provided that all the measures applicable within Stejarii Country Club, including those ones for the prevention and spread of COVID-19 are complied with and in accordance with the effective regulations.

Our qualified trainers engage to provide an entertaining and memorable summer experience, under safety conditions.

PERSONNEL CONTACTS

Programme Supervisor: Alina Machita: (+40) 754055378 (kidsclub@stejariicountryclub.ro)

Concierge: (+40) 744 332 155 (concierge@stejariicountryclub.ro)

SUMMER CAMP PROGRAMME: the 20th of JUNE – the 26th of AUGUST

From Monday to Friday from 8:00 am to 5:00 pm

The participants must sign the entry-exit access form every day through a parent or an authorized person that must submit an identity document with a photo. The place to bring and take the child is the area outside Kids Club within Stejarii Country Club.

The child will be brought starting with 08:00 and will be taken over by the parent/ legal representative no later than 5:00 pm.

Each activity within the programme will be followed by at least 10-15 minute-break, when the children may go, alone or accompanied to the restroom to sanitize their hands.

RATES* 1 WEEK

2 groups- 5-9 years and 10 - 14 years – Euro 270 for members / Euro 324 for non-members.

Based on outdoor activities (tennis, swimming, karate, yoga, athletics, gymnastics), but also workshops, nutrition, origami and a weekly trip.

Enrolment fee in amount of EUR 10 (it is paid once).

The prices are inclusive of VAT. The payment will be made in RON, at the exchange rate of the National Bank of Romania on the invoice issue date

Please choose as payment method the means that do not suppose the handling of banknotes: the bank transfer, the payment by contactless card.

EACH PACKAGE OF SERVICES INCLUDES

The access to all the activities in compliance with the pre-determined programme, daily lunch and 2 healthy snacks, T-shirts for all the participants.

INFORMATION ON ENROLMENT

- ✓ The enrolment may be made directly, by phone or email. The payment must be made at the latest on the Friday before the beginning of the contracted week.
- ✓ The enrolments will be accepted if all the forms are filled out, signed and delivered. Please choose as often as possible as method of transmission the means that do not suppose the handling of the documents in physical format by several persons (the transmission by email of the filled out and signed documents in scanned/ or photographed copy).
- ✓ Limited places – 50 children/ week
- ✓ It is compulsory to attach the epidemiologic opinion letter and the “Healthy from the clinical standpoint” letter to the file.

GENERAL BEHAVIOUR RULES

No person (including child, parent/ carer) having symptoms of respiratory impairments/ viroses (cough, sneeze, rhinorrhea, fever, general bad condition) will have access to Stejarii Country Club.

Before participating in the programme, for each child, the parent/ representative will transmit to Stejarii Country Club the epidemiologic opinion letter for such child. The children with acute infectious-contagious diseases will not be brought to the premises of Stejarii Country Club and will not participate in the programme.

If a child has signs of respiratory impairments/ viroses (cough, sneeze, rhinorrhea, fever, general bad conditions) or if the child does not feel well, please do not bring such child to participate in the programme.

The child must be in Kids Club area 15 minutes before the beginning of the activity for the day for which the scheduling was made. If the time is not complied with, the child may not participate in the programme activities of that day.

During his/her presence within the premises, each person must:

- sanitize correctly and often his/her hands (with water and soap for 20 seconds or approved alcohol-based sanitizer), at least upon coming and leaving, during the breaks between the activities; before consuming food; after touching with the hands objects possibly touched also by other persons; before touching his/her face, eyes, nose, mouth; after going to the restroom, after interacting with other persons, after removing the disposable gloves, before putting on/ removing the protective mask, after he/she removed his/her protective mask, when his/her hands are visibly dirty. For drying his/her hands, solely disposable paper napkins/ towels are used;
- avoid touching his/her face with his/her non-sanitized hands;
- comply with the respiratory hygiene regulations: the mouth and nose must be covered while coughing or sneezing with the elbow ulna or with a paper handkerchief. The handkerchief must be thrown away immediately and the hands must be washed with water and soap.

ENTERING/ LEAVING

This is an essential part of the recreational-sport activities programme dedicated to the children. The parents or other authorized persons are liable for signing the form for the child (children's) receiving/ leaving at the beginning and at the end of each day. A legal documentation related to the custody rights may be requested. It helps us to provide the safest environment as possible as well as the possibility to talk to you on your child's day. The children will be handed over solely to those persons authorized by the parent in the child enrolment form. The parents are liable to notify us on any change in the authorization. If other person than such persons will take the child, a written notification must be sent in advance. Those persons taking the children must be prepared to show to Stejarii Country Club's designated personnel an identity document, at request. The child will not be handed over to any unauthorized person.

Please help us provide the safest atmosphere and remember to notify us on any absence. No participant is allowed to leave by himself/ herself or to sign by himself/ herself for leaving the camp, irrespective of any written permission.

The place for bringing and taking the child is the area outside Kids Club within Stejarii Country Club. The children are received individually by the person designated to this purpose and they are taken over by the carer, at the door of Kids Club area and the intense circulation is avoided indoors.

ADDRESSES AND TELEPHONE NUMBERS

Please inform in writing Stejarii Country Club on all the changes in the address and the telephone number. If the emergency numbers change, it is important that we are notified immediately in

order to provide the proper notification to the parents, in case of emergency. Moreover, please inform us if you plan to leave town; it enables us to contact rapidly other persons from the emergency contact list, if necessary.

INSECTS AND BEES

For the purposes of diminishing the possibility of insect bites and stings, some simple precautions may be taken. The major attraction for bees and insects is "the scent". The sweet-scented soaps and shampoos will attract both bees and insects so try to use fragrance-free products when you shower and bathe them and avoid using perfumes. Moreover, please use at least a SPF 15 fragrance-free sunscreen cream.

OUTDOOR/ INDOOR ACTIVITIES

The outdoor activities and play are the most important part of our daily programme. The parents are asked to dress their children in accordance with the weather conditions. In the morning, they may need a thin sweater or a jacket. During the extreme temperature periods (Red Code), the camp personnel will reduce the outdoor physical activities. The participants may not stay outdoor more than 15-20 consecutive minutes. All the precautions will be taken in order to prevent the injuries in connection with the heat during such periods.

TRIPS

A trip to different places (from Bucharest or surroundings) will be organized during the week. If it is raining, the trip may be altered or cancelled.

DRESS CODE

Compulsory: T-shirt, trousers, sport footwear, cap, water bottle.

For swimming (separate package): sunscreen cream, swimsuit, swimming goggles, swim cap, slippers.

Please dress your children in accordance with the notified weather conditions, the planned activities and in comfortable clothes. The participants **MUST** wear the T-shirt specific to Stejarii Country Club programme during the trips. The sport footwear (or other sturdy footwear) covering the whole foot is always required, save the swimming pool. The clothing and/or the materials with inadequate language or images will not be allowed during the programme. As for the swimming days, the proper sun protection swimsuits are recommended. The children must be properly dressed for running and/or their active participation in the daily events. The clothing is not an excuse for non-participation. Your child must wear play clothes, such as sport type footwear and shorts or long trousers. **NO SKIRTS, NO SHORT T-SHIRTS OR SLIPPERS!** All the T-shirts must cover the umbilicus.

We reserve the right to refuse the participation of the improperly dressed children, without reimbursing any part of the paid price.

Please apply daily sunscreen cream to your child, before participating in the programme and send the child with a sunscreen cream for subsequent uses. Stejarii Country Club personnel will inform

regularly the participants when they have to apply sunscreen cream. The sunscreen cream will be applied through the equal-to-equal system. The personnel will not apply the sunscreen cream to the children. If your child needs additional help in applying his/her sunscreen cream, the supervisors/ animators – in a public place –will provide that they obtain the proper covering.

WEEKLY MENU

Healthy snacks – season fruit, croissants, cupcakes.

Lunch – soup, rich second dish.

All the ingredients are of the best quality and the menu will be prepared by our nutritionist.

Please not allow your child to hold throughout the programme the following items:

- ✓ **Any electronic game/ device (including, but not limited to: Gameboys, PSP, iPod, CD)**
- ✓ **Money**
- ✓ **Mobile phones**
- ✓ **Collection cards**
- ✓ **Weapons, knives or weapons of any time – false or authentic ones**
- ✓ **Valuable items**
- ✓ **Food packages**

THE STORAGE AND ADMINISTRATION OF MEDICINES

Please inform the programme supervisor if throughout the programme your child will need any type of medicine, based on medical prescription or which do not require prescription, of if they need special medical care due to allergies. The parents must meet ahead with the programme supervisor in order to establish a certain plan of care for your child. If the proper documents have not been completed, the parents will be notified and required to come back to our premises in order to administer the medicines. The parents should verify with the family physician to see whether a dosing programme may be arranged which does not suppose the time the child participates in the programme. If a medicine must be administered to the child during the programme time by our personnel, we must hold the following documents filed before the administration of the medicines:

- written authorization from the physician
- written authorization from the parent
- medicines in the original labelled container

Solely the programme supervisor or the personal carers are authorized to administer medicines and solely if there is an authorization from a parent/ guardian and physician filed to the file. The child's confidentiality will be permanently kept. All the medicines will be kept in a closed box far away from the children's reach.

DISCIPLINE

We endeavour to provide the positive support for good behaviour and to encourage the children to behave properly. We encourage three basic principles: “Protect yourselves.” “Protect the others”. “Protect the materials and equipments”.

- ✓ No child will be excluded from the group more than ten minutes for discipline purposes save the loss of special privileges. The normal time will be five minutes, but it may be longer, according to the seriousness of the issue.
- ✓ The child will know why he/she is disciplined and the leader will provide positive solutions for the issue. If the issue persists, the child, the parents and the programme supervisor will discuss the issues and will try to find a solution.
- ✓ Both parties will be heard. No offending words will be used in order to solve the issue.
- ✓ The discipline will be supervised.
- ✓ The children will not be let alone.
- ✓ The parents are not allowed to accompany the children during the programme activities.

The Steps to Solve the Issues Related to the Programme Participants’ Behaviour

1. Verbal warning.
2. Verbal warning and 5-minute-time out or loss of privileges (swimming, play time, etc.).
3. Verbal warning – the elimination from the remaining activities and a conference with the programme supervisor.
4. A telephone call from child to parent.
5. The loss of privileges (swimming, trips, etc.).
6. Meeting of parent, child and supervisor
7. The child is not allowed anymore to participate in the programme without the reimbursement of the money.

THE POLICY OF ASSURANCE THAT ALL THE CHILDREN WILL BENEFIT FROM A PLEASANT EXPERIENCE

Please share this information with your child, discuss with the children these rules and provide that they understand them so that they implement them throughout their participation in the programme:

According to the seriousness of the incident, the improper actions may determine the removal of the child from the daily activities or from the remaining programme without the reimbursement of the money.

1. The children will respect the personnel and the other children through actions or words. In the absence of respect, the child will be informed immediately that such behaviour is not acceptable and will not be tolerated.
2. The abusive language, the violent behaviour, the incorrect handling of the equipments, the destruction of the goods and the theft are not acceptable behaviours.
3. No child will abuse physically or verbally any other child.

4. The medicines without medical prescription, the illegal or unauthorized ones based on medical prescription, the tobacco and alcohol are not allowed within the programme. If it is found that a child is in the possession of the abovementioned items, it will determine the immediate elimination of the child from the programme.
5. Any weapon or potentially dangerous object (toy weapons or knives, jack-knives, fire arms, lighters, etc.) of any type in the possession of a child will be removed at all times and the child will be eliminated immediately from the programme.
6. Proper clothing is requested. If this rule is not complied with, the participants will be asked to leave the programme and return dressed properly. The continuous violation of this rule may cause the child's elimination from the programme. The sport footwear or other sturdy footwear covering the whole foot is always a need, save the swimming pool or other water facilities.
7. The children must observe the programme rules, as well as the rules posted in the locations we visit.
8. Each child helps with the cleaning after each activity.
9. The children will wash with water and soap/ sanitize their hands correctly as often as possible. The compulsory moments for the compliance with the hand hygiene are: entering the premises; after having completed an activity; before and after eating; after using the toilet/ restroom; whenever the child/ the Stejarii Country Club personnel considers it is necessary.
10. The transfer of objects or equipments between home and Stejarii Country Club must be limited to which it is strictly necessary: clothing and footwear for change, water bottle, sunscreen cream, hand sanitizer gel container, disinfectant wipes, eventually, medical devices. The exchange of toys and equipments between home/ family and Stejarii Country Club is not allowed.
11. The children will observe the respiratory hygiene (sneezing into the elbow/ disposable handkerchief);
12. Each child will comply with all the instructions given by the personnel.

THE PARTICIPANTS GETTING SICK/ GETTING INJURED /EMERGENCIES

In case your child has a sign or symptom of sickness, please do not bring the child on that day/ period. Call a physician in order to determine whether your child's symptoms are contagious and when he/she might return.

If a child becomes ill or gets injured during the programme, the parents/ guardians will be informed. The sick children will stay away separately from the other children and they will be provided with a blanket and chaise longue where they will be lying. If a child is injured, first aid will be provided and if necessary, they will call 112. The parent/ guardian will be called and informed.

The personnel will inform the parent/ guardian if he/she must come to take the child or whether the child was taken to hospital by ambulance. The scratches and minor hits will be reported to the parent/ guardian when he/she arrives to take his/her child. If the parent/ guardian cannot be contacted, the contact person for emergency cases will be informed.

THE HANDLING OF THE PARTICIPANT'S PERSONAL EFFECTS

Ultimately, the participants are liable for all their personal effects brought during the programme. We request that all their assets be labelled (swimsuits, towel, sunscreen, water bottles, etc.), as a

preventive measure for tracking the personal effects. We request that they keep everything they have in a labelled backpack.

The participants will **NOT** bring **IPods, mobile phones, handheld game systems, collection cards, etc.**

Stejarii Country Club and its personnel will not be liable if such assets are lost, taken by another participant or broken. If the participants are far away from the base, their assets are kept together at a sole location and in the place designated by check-in. We keep a "Lost and Found" box, at our premises, where we put all the recovered goods. The "Lost and Found" objects are kept for maximum 2 working days following their recovery, and after that they are handed over to the police authorities.

If you desire to allow your child to have money on him/her during his/her participation in the programme, he/she will be solely liable for such money.

EVALUATIONS

The programme is always searching for feedback from parents for continuous improvement. We will spread evaluations to the parents during the programme. Please fill out and return such evaluations. The evaluation by the parents of the programme strengths and weaknesses will help us improve our programmes and come with new ideas. The parents are asked to send periodically to the supervisor evaluations of the programme.

The conditions of the programme may be subject to alteration. The alterations will be notified in due time.