



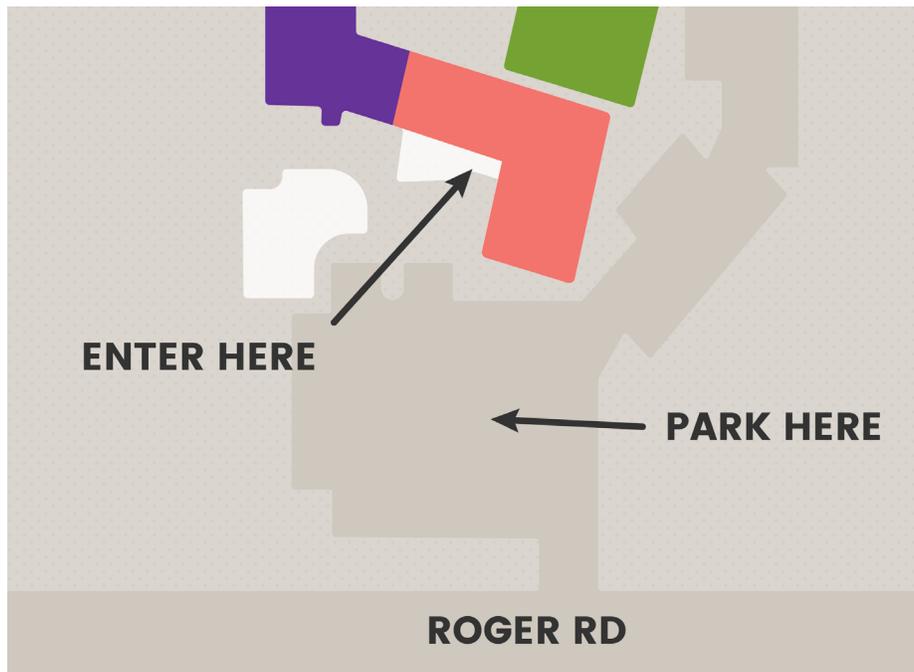
IMPORTANT CAMP INFORMATION

Please read thoroughly before camp start date.

FOCUS: HSSA camps are designed to give children a new perspective on caring for animals (domestic and wild), animal cruelty prevention, animal welfare issues, animal behavior and personal responsibility. Participants involved in these programs will enjoy a variety of activities which stress an appreciation for non-human species, our environment and preservation of our natural world. The philosophical focus deals with how compassion and respect for all the creatures with whom we share this planet cultivates a peaceful existence and a non-violent society.

ACTIVITIES: These programs are meant to provide children with in-depth, hands-on education about animal care while instilling kindness and compassion. As a major part of camp, our participants will develop excellent animal stewardship skills by taking care of some of the thousands of animals brought to the shelter every year. Participant will have daily animal care responsibilities which they must complete in order to spend time socializing with our foster animals. If any child should have allergies to a specific species of animal they will not have to assist with their care but rather provide animal care to some of the other species available at camp. On the last day of the program, all participants will enjoy a special celebration and receive certificates of achievement as well as recognition for their personal contributions to the program.





LOCATION: All Camps will be held at the Humane Society of Southern Arizona's Education Center. This facility is located at 635 W. Roger Road at the main HSSA campus. Children should be dropped off and picked up at this location.

DROP-OFF AND PICK-UP OF PARTICIPANTS: Parents must sign their children in and out of camp. Kids can be dropped off between 8:30 and 9:00 a.m. and may be picked up between 4:00 to 4:15 p.m. We **DO NOT** provide pre or post program child care for participants. The facility opens one half-hour early to accommodate parents' schedules, but does not offer structured activities during these times. Parents who are going to have trouble keeping to this schedule are requested to contact the Director of Education and Outreach prior to the program's start date. A late-fee of \$1.00 per minute will be assessed for parents who are picking up campers after 4:15 p.m.

FOOD: The Humane Society will **NOT** provide snacks, beverages or lunch for camp participants. All participants will need to bring two of their own snacks, sack lunches, and beverages. Refrigeration and microwave ovens will be available. Campers should provide their own water bottles every day.

CLOTHING: Children should wear comfortable, lightweight clothing that they do not mind getting wet or dirty (remember, taking care of animals can be a sloppy business). **SHOES MUST BE CLOSED-TOED AND DURABLE. RUBBER SOLES ARE PREFERRED.** Broad-brimmed hats, sunglasses, and sun block are all encouraged, as some activities will be held outdoors. **CHILDREN SHOULD NOT WEAR SKIRTS UNLESS FOR RELIGIOUS OBSERVANCE. CHILDREN SPEND A GREAT DEAL OF TIME PLAYING, SOCIALIZING WITH ANIMALS AND PARTICIPATING IN ACTIVITIES ON THE FLOOR. SKIRTS ARE NOT CONDUCTIVE TO THESE ACTIVITIES.** Flip-flops, revealing clothing or any dangling earrings or necklaces, or anything else that can be caught on cages or grabbed by animals should not be worn. All children will be required to wear their official name badges at all times. Name badges will be distributed to each participant on the first day of their program(s).

TRANSPORTATION: Parents will be responsible for providing all transportation for their children to and from the HSSA's Education Center. All of the program activities will be held on the grounds of HSSA.



EMERGENCIES: Should parents need to contact their children or the education staff during camp hours, they can call HSSA's Director of Education and Community Outreach, Inge Koopman-Leyva, at 520-400-1276. This cell phone number should be only used for emergencies and texts may be received quicker than phone calls.

MEDICAL EMERGENCIES: In the event of serious injury or medical emergency, it is HSSA's policy to summon emergency services immediately. Parents will be contacted as soon as possible by HSSA personnel or the authorities and advised of the child's condition. If your child has a pre-existing medical condition which may cause him or her problems during the camp, please note it on the liability waiver. This information will be kept confidential. In the event a child is bitten by a Humane Society animal (a bite is defined as penetration of the skin by an animal's teeth where bleeding is present), Arizona Department of Health rabies-control procedures will be implemented. These procedures include the reporting of the bite to Animal Control authorities, completion of a bite report, and prompt medical care for the child and medical observation of the animal. During all camps, certified CPR and First Aid providers will be in attendance at all times.



SECURITY: Please provide us with a complete list of all adults including parents/guardians who may pick up your child following the day's program. For the protection of all, no child will be released to any unauthorized person. Authorized individuals must sign all children in and out of camp. PICTURE IDENTIFICATION IS REQUIRED for any adult picking up a child. Changes to this list must be submitted in writing. No exceptions.

VISITORS: HSSA personnel will oversee all visitations by non-staff. Parents and legal guardians are welcome to visit the camp as needed. Unauthorized persons and trespassers will be removed from the camp property during camp hours.

*****NOTICE FOR PARENTS*****

HSSA works closely with the Arizona Department of Corrections (ADOC). ADOC selected inmates work on the HSSA Main Campus daily and will be present in areas where student participants tour, care for foster animals and on the HSSA campus during the time of our programs. HSSA Education staff will be supervising child participants at all times and will never under any circumstances be left unattended with inmates. Additionally, the ADOC has designated staff to supervise all inmates, as well as hourly corrections officer visits to account for inmates. HSSA relies on the services the ADOC program offers. Inmates care for, train, groom and feed our shelter pets and maintain the HSSA property. This program reduces recidivism rates and is also a learned skill that inmates may then retain and use once reinstated back into our community. Should you have any questions or concerns about the ADOC program, please contact the Director of Education and Outreach at 520-327-6088, ext. 142.





The guidelines are as follows:

Treat all people and animals with respect.

- Follow all instructions and safety guidelines given by the staff and camp counselors/volunteers.
- No inappropriate language or behavior.
- Respect the facility, the equipment and supplies at the camp.
- No roughhousing with animals or other children.
- No leaving HSSA property unless it is part of a scheduled program and the child is in the company of an HSSA employee or representative such as a counselor.
- No inappropriate displays of affection during camp hours.
- No discussion of personal or intimate information.

These rules are meant to provide a safe environment for all attendees. Since they will be dealing with animals directly each day of camp, these policies are also in place to protect these animals from injury. If a child decides to ignore these rules, they will be disciplined. There will be two warnings given. After having to be reprimanded for a second time the child will then be excluded from other activities throughout the day and a note sent home to the parents or guardians. If the child continues to ignore our rules and must be disciplined for a third time they will then be sent home for the remainder of the day. If the behavior persists beyond this point, or becomes severe in nature at any time, we will consider expelling the child from the program completely with no refund.

DISCIPLINE POLICY: In order for our program to run smoothly and to ensure the safety of all participants, the following discipline policy has been developed in order for participants to understand what behavior is expected and their relative consequences.

CONDITIONS FOR EXPULSION: It is HSSA's obligation to ensure the safety of both your children and our animals. Under certain conditions, Humane Society of Southern Arizona personnel may terminate a child's participation in this program.

Such conditions include:

- Acts of violence toward an animal, another child or HSSA staff.
- Threatening language or threats made to animals, other participants, staff, counselors or volunteers.
- Acts of vandalism or theft; abusive, dangerous language or behavior.
- A demonstrated inability to follow instructions or obey HSSA rules.
- Possession of illegal substances, weapons or tobacco.
- A sustained inability to follow directions, or handle/control animals appropriately or safely.

Removal of a child for these or related reasons negates any refund of program fees.



STANDARD REFUND POLICY: HSSA is happy to provide a full refund or transfer within forty-eight (48) business hours of your registration date. If requesting a transfer or cancellation after the forty-eight (48) business hours, HSSA will be happy to provide a refund for your camp registration minus a \$25 administration fee. HSSA will then issue you a refund for any remaining registration fees within ten (10) business days of your request date.

- No refunds for Hand In Paw Kids Club memberships.
- No refunds are issued for cancellations made less than forty-eight (48) business hours before the camp start date.
- No Refunds for “no-shows.”
- No refunds are issued should a participant be removed from a program for violation of HSSA rules or regulations.

HSSA CAMP CANCELTION POLICY: HSSA reserves the right to cancel a program due to insufficient registration (10 minimum), weather considerations, emergencies or unforeseen circumstances. Parents will be notified about summer camp cancellations at least seven days in advance. Should HSSA have to cancel your program, we will issue you a full refund for any registration fees within 10 working days of the event date.

Retaining registration funds as credit allows us to use program fees to continue our support and care of community animals during this time. If your family has experienced financial hardships during this time, or has immunocompromised related concerns, please reach out to us for further discussion.

LOST AND STOLEN ITEMS: Unfortunately, the loss, damage or theft of personal property does sometimes occur during children’s programs. As such, we greatly discourage child participants from bringing expensive items such as handheld video games (Nintendo Switch, etc.), smartphones, jewelry, electronics or toys to the program. Participants will not be allowed to use these kinds of items during program hours. Participants may use cell phones to contact their parents / guardians as needed but not to hold conversations (including text messaging) with friends during program hours. HSSA assumes no responsibility for personal items that are lost, stolen or broken.

A FINAL NOTE TO PARENTS: All parents and guardians should be aware of the problems and challenges faced daily in a humane animal shelter. Because so many of our animals come from abusive or neglectful backgrounds, it is impossible for the shelter staff to completely shield any child from unsettling sights and conditions. It is important for you to discuss this reality with your child before and during their summer program.

CONTACT INFORMATION:

Inge Koopman-Leyva, *HSSA Director of Education and Community Outreach*

First point of contact Cell: (520) 400-1276

Office: (520) 327-6088, ext. 142 (only on Fridays during June and July)

Amy Faulk

HSSA Humane Education Lead

Office: (520) 327-6088, ext. 171

(only on Fridays during June and July)

Zion Harvey

HSSA Community Engagement Coordinator

Office: (520) 327-6088, ext. 138

(only on Fridays during June and July)

