DFC Tennis Camp Handbook

The DFC Tennis Camp is dedicated to improving the fundamental tennis skills, point play, and enjoyment of tennis for the rising 1st to 7th graders who are beginner to intermediate players. By creating a positive and FUN learning environment, we strive to empower young players with the appreciation and skill to continue tennis as a lifetime activity.

In addition to Tennis Camp, for select weeks during the summer, we will also offer a Competitors Tennis Camp. This camp is ideal for players who have already established the fundamental tennis skills to maintain consistent rallies and are looking to improve their competitive match play. Players should have match play experience, ability to hit consistent ground strokes, volleys, and serves. Ideal age is 11 and up, but admission is based on skill level. Admission to this camp must be approved by Tennis Director and players must meet the above skill requirements.

If you are interested in the Competitors Tennis Camp, please contact Christopher Jaques (Christopher.jaques@duke.edu). This packet contains all the pertinent information you will need to register your camper, the week dates, and day-to-day happenings at DFC Tennis Camp.

CourtReserve Pre-Registration

- Parents/Guardians may begin the camp pre-registration process at any time, regardless of membership status. Note – you will NOT be able to select camps to register until your registration date.
- Required pertinent information like emergency contacts, approved pick-ups, and insurance information will be attached to the PARENT, not the camper on CourtReserve. Because of this parents will need to edit their (parent) CourtReserve profile to include the information.
- A camper's individual information (allergies, restrictions, and immunization history) is also required. This information needs to be added to the camper's CourtReserve profile found in the primary parent's Member Portal. More information on this can be found in the Camper Safety section of the Handbook.
- Non-Member families need to create a CourtReserve account. Requests can be made here. In order to ensure a smooth registration process, requests should be made PRIOR to non-member campers' registration on March 1. Processing time for a non-member account request will take 2-business days.

Registration

- Tennis Campers must be ages 6 through 12 years old.
    - *Campers must be 6 years old by THEIR first day of camp.
- Registration for DFC members begins on Wednesday, February 1.
- Registration for non-DFC members begins on Wednesday, March 1.
- Registration will be through CourtReserve. An online registration form must be completed as well as a non-refundable 50% deposit. The full camp cost must be paid by June 1.

Cancelations, Transfers, and Refunds

All Tennis Camp cancelations must be made through email with the DFC Tennis Director, Andrea Acker (andrea.acker@duke.edu). Cancelations made prior to June 1 will receive 50% of their camp tuition back. No refunds or credits will be given for cancelations on or after June 1.

Transfer requests may be made in writing to the Tennis Director and are subject to availability. All transfers are subject to a $25 transfer fee in addition to the price difference if transferring between a 4-day week and a 5-day week.

Pricing

Camp Fees	Early Bird: February 1-28	Registration on or after March 1	Optional Add-Ons for all Campers
DFC Members			
Tennis Camp	$290	$330	• PM Extended Camp (4:00-5:30pm) - $75/week • PM Extended (4-day Camp) - $60 • Swim Lessons - $50/week • Weekly Bagged Lunch - $35/week
**Four-Day TC Week	$232	$264	
Competitors Camp	$345	$345	
**Four-Day CC Week	$276	$276	
Non Members			
Tennis Camp	----------	$355	
**Four-Day TC Week	----------	$284	
Competitors Camp	----------	$350	
**Four-Day CC Week	----------	$280	
** Camp session shortened due to holiday			

Camp Information

DFC Tennis Camp runs from 8:00am-4:00pm. Morning check-in runs from 8:00-9:00am. Afternoon check-out runs from 3:00-4:00pm. Check-in and check-out are at the picnic shelter.

Morning Check-in

Campers should be checked in at the picnic shelter or by the camp staff located in the lower loop of the parking lot. This alternative provides a curbside drop-off so you do not have to park. Checking in campers after the 8:00-9:00am window should be done at the DFC main office.

Afternoon Check-out

A parent/guardian or authorized individual whose name is written on the Camper Registration Form are the only people who will be able to sign out a camper. A photo ID is required to pick up a camper. Afternoon check-out is at the picnic shelter (or inside the lower level of the activities building in inclement weather between 3:00-4:00pm. There is no curbside pickup offered for check-out. Signing your child out at any other time must be communicated in advance with the Camp Director.

Extended Camp Hours

Parents who wish to pick up their campers as late as 5:30pm can enroll in extended camp. Due to the varying frequency of children being picked up, these hours are not as programed as the normal camp day. Campers will be able to participate in the supervised individual or group activities.

Tennis Camp Staff

The DFC Tennis Camp is administered by professional staff members of the Duke Faculty Club. The counselors and other staff members are highly motivated individuals who have previous experience working with children. The camp staff are trained in CPR/AED and First Aid and attend a pre-camp training which includes information on effective communication tools, age appropriate activities, disciplinary expectations, conflict resolution, motivational techniques, children with special needs, and on-site emergency procedures. Ongoing staff training occurs throughout the summer to reinforce the skills taught at training. To ensure quality programming and increase child safety, we maintain a low child to staff ratio.

Camp Newsletter

A week specific newsletter will be emailed on the Wednesday before that camp session. The week specific newsletter will contain information about the special events, and other important information. The activity schedule will vary by day, time, and group.

Camp T-shirt

All campers will receive one camp T-shirt which will be distributed on the Tuesday of their first session at camp.

What Campers Should Bring to Camp

Campers should come to camp dressed for a full day of fun, games, and pool time. To ensure your child's items return home with them, please label items with your camper's name. Every day campers should bring:

- Play clothes and closed-toed or athletic shoes
- Sunscreen, bathing suit, and towel
- Bagged lunch (unless enrolled in the lunch option)
- TWO snacks (one morning and one afternoon snack)
- Full water bottle

What Campers Should NOT Bring to Camp

Campers' backpacks, lunches, and personal belongings are stored in cubbies at the activities building. The DFC is not responsible for any items lost, stolen, or damaged at camp. We ask that you not allow your child to bring anything of value to camp including:

- Tennis racquet
- Cell phones, tablets, handheld video games, or Kindles
- Trading card collections
- Water guns and other toys from home
- Books
- Sporting equipment

Snacks

DFC Tennis Camp will **NOT** provide AM or PM snacks for campers. We have made this decision to accommodate food allergies and parental preferences.

Optional Add-Ons

Weekly/Daily Lunch Options

Parents will have the option to pre-order lunches for Monday through Friday as add-ons to camp registration. All bagged lunches will have the following options:

- Choice of sandwich (ham/turkey and cheese or sunbutter and jelly)
- Choice of snacks and fruit (chips, banana, fruit cup, crackers, etc.)
- Choice of drink (bottle water, juice, chocolate milk, or Gatorade)

There are two ways to register:

- Register the week before camp via the Week Specific Newsletter email ($35/week)
- Register at daily check-in for the daily option ($8/day)

Swim Lessons

Swim lessons are available for 5-8 year olds at an additional cost of $50/week. Swim lessons are held 30 minutes prior to camp free swim time and facilitated by the DFC swim instructors. There will be four lessons in a session (Monday-Thursday), with Friday as a make-up day for the days camp could not make it to the pool (e.g. inclement weather). No refunds or credits will be provided for missed lessons.

Camper Safety

Required Medical Information

Duke University requires all campers to submit their immunization history prior to attending camp. Parents/Guardians need to submit the dates of the shots on the Camper's profile on CourtReserve. In addition, you need to upload a PDF of the immunization history when you sign the DFC Camp Waiver. The Camp Waiver will be through Qualtrics and available to parents/guardians upon registering for a DFC Camp.

Required Parent Information

Parents/Guardians are required to include AT LEAST one local emergency contact other than themselves. The DFC will contact this person in the event of an emergency should both parents be unreachable. In addition to Emergency Contacts, parents/guardians should add any person authorized to pick up their child(ren) from DFC Camp. All Emergency Contacts and Authorized Pick Ups should be made on the parent's CourtReserve profile.

Emergencies

In the case of an emergency or accident involving your child, you, or if necessary, your emergency contact will be notified immediately by a DFC staff member. All members or the camp staff are certified in CPR/AED and First Aid.

Medications

You must submit authorization from a licensed health care provider (ie, a prescription) for all medications participant will bring to the program. All medications must be brought to the Program in their original packaging, and must be checked in with program staff on arrival day to be securely stored. Participants may (and are encouraged to) keep with them urgent-need medications such as inhalers, epinephrine, insulin, and glucagon devices.

Illness

Campers must be fever free for 24 hours and show no signs of communicable disease. If your child develops symptoms while at camp, you will be immediately called to pick them up. Campers will remain in a designated cool, quiet area with a DFC staff member until they are picked up. **Refunds, partial refunds, credits, and/or proration will not be made for campers who miss camp due to illness.**

Sun Protection

To help beat the heat, DFC Camps have built in sunscreen times, frequent water breaks, indoor and shaded activities, and daily pool time. In addition, we recommend taking the following preventative measures at home:

- Applying sunscreen before coming to camp. We will reapply before pool time.
- Have your camper drink water in the evening to rehydrate and in the morning before coming to camp.
- Send a hat and/or rash guard with your camper to help keep the sun off their face and body.

Inclement Weather

On days of inclement weather, all activities will be moved indoors.

Typical Tennis Camp Day

DFC tennis campers participate in a wide range of drills, games, and activities that are geared to improve consistency, accuracy, power, and movement on the tennis court.

Pool Time

Campers will swim every day from approximately 1:00-2:00pm in the main pool. The DFC main pool has three sections: a shallow end with a maximum depth of 2 feet 9 inches, a middle section with depths ranging from 3 feet to 5 feet, and a deep end with a maximum depth of 12 feet. The middle section has a slide and the deep end has 2 diving boards.

Swim test: Campers must pass a swim test to access to 3-5 foot section of the pool, the slide, and the diving boards. Once campers pass the swim test, they do not have to retest during the summer. Campers who do not pass the swim test can retest every Monday they are at camp. Swim tests will ONLY be conducted on the first day of camp for the week. The swim test is as follows:

- Jump into the middle section of the pool.
- Swim the length (25 meters) of the pool. Campers must swim confidently, without stopping or touching the bottom. Swimming must be done on their stomach.

Discretion for if a camper passes a swim test is with the Tennis Director and counselors, with assistance from the lifeguards.