



CAMP FIVE SEASONS

2026 Camp Guidebook



This Guidebook includes all important information, policies, and procedures for Camp Five Seasons. Please review it carefully. You will be asked to acknowledge that you have read and understand this Guidebook during your CampMinder registration.

**Alyssa Wicks, Director of Youth Programming
Youth Programs Leadership Team**
Camp@5ssc.com

NKY Location in Crestview Hills, Kentucky at Thomas More University

1. Basic Camp Information

A. Member/Non-Member: Camp Five Seasons is open to everyone!

a. Member

i. A camper who is included on an active Five Seasons Family Membership at the time of registration. (*Summer - Seasonal Family Membership must be completed and have an activation date prior to first day of Summer Camp*)

b. Non-Member:

- i. A camper not active on a Five Seasons Family Membership (*or Summer - Seasonal Family Membership for Summer Camp*).
- ii. If a camper registers as a member but their Five Seasons Family Membership is not activated by May 1, 2026, the pricing difference will be charged.

B. Age Groups:

a. Day Camp Age Groups: Groups may be divided when appropriate, and activities may include whole-group or small-group programming depending on the day.

All campers must be **fully potty trained and independent in the restroom.** (Staff are trained to assist as needed.)

Daily schedules will vary based on planned activities and will be included in the weekly newsletter from your Youth Programs Leadership Team.

b. Summer Camp Age Groups: Each age group participates in themed daily activities and games, enjoys **daily free swim** in the outdoor pool, and takes part in **weekly Fit Kids classes**. Throughout the summer, campers also experience special visits and activities from outside vendors, such as Kona Ice, Cool Critters, Fire Station, Police Station, and more...

All campers must be **fully potty trained and independent in the restroom.** (Staff are trained to assist as needed.)

Weekly schedules may vary based on planned activities and will be provided in the weekly newsletter from your Youth Programs Leadership Team.

i. Mini Campers (4-6yrs): Pre-K through 1st Grade

Pre-K campers must be at least 4 years old, fully potty trained, and entering Kindergarten in Fall 2026.

ii. Junior Campers (7-9yrs): 2nd – 3rd Grade

iii. Varsity Campers (10-12yrs): 4th – 6th Grade

C. Camp Days

a. Day Camps

- i. **Daily Option:** Day Camp is offered on select holidays and days when local schools are not in session. These are full-day programs and may include both whole-group and small-group activities.

b. Summer Camp:

- i. **Three- Day Camp** (Tuesday-Thursday).

**Unless otherwise noted during registration and approved by director.*

- ii. **Five- Day Camp** (Monday-Friday)

D. Camp Times

- a. **Extended AM Care** 7:00am – 8:45am
 - i. **Camp Drop Off Starts at 8:45am**
- b. **Full Day Camp** 9am-4pm
 - i. **Camp Pick Up Starts at 4:00pm**
- c. **Extended PM Care** 4:15pm-6:00pm

E. Weekly Dates & Themes

<u>Dates</u>	<u>Theme by Week</u>
Week 1* May 27 - 29	Blast off into Summer
Week 2 June 1 - 5	Disney
Week 3 June 8 - 12	Hollywood Stars
Week 4 June 15 - 19	Mad Scientists
Week 5 June 22 - 26	Art Extravaganza
Week 6* June 29 - July 1	Stars and Stripes
Week 7 July 6 - 10	Shark Week
Week 8 July 13 - 17	Tropical Getaway
Week 9 July 20 - 24	Winter in July
Week 10 July 27 - 31	Travel the World
Week 11 August 3 - 7	Fairytale Fun
Week 12 August 10 - 14	Dinosaur

**Three Day Holiday Week*

F. What to Pack

Each camper should bring their own labeled backpack with the following items:

a. Lunch & Snack- NUT FREE REQUIRED

Campers must pack a nut-free lunch each day.

- i. **NUT FREE** includes:

- 1. Peanuts
- 2. All tree nuts
- 3. Any product labeled as “**May Contain Nuts**” and “**Processed in a facility with Nuts**”.

- ii. Because we have campers with severe allergies, any food item that does not meet these requirements will be placed back in your child’s bag and returned home.

b. Required Items

- i. Swimsuit
- ii. Towel
- iii. Sunscreen
- iv. Gym Shoes
- v. Water bottle

c. Optional Items

- i. Tennis racquet (for tennis days or tennis camp)
- ii. Goggles
- iii. Pool shoes
- iv. Money for snack bar (with parent's parental consent)
 - 1. If a camper is allowed snack bar, cash is not permitted. Gift cards are available. A member from the leadership team will be able to load the gift card according to the parents' electronic permission slip.

d. What Not to Pack

Please do **not** send electronics or personal items that could be lost or damaged.

Five Seasons staff are not **responsible** for lost items.

Labeling all belongings is strongly encouraged so items can be easily returned to your camper if misplaced.

G. Discipline Guidelines

To ensure a safe, respectful, and enjoyable environment for all campers and staff, the following behaviors are considered **behavioral issues**:

- a. Any action that is unsafe or poses a risk to the well-being of the camper, other campers, or staff
- b. Use of inappropriate language or gestures directed toward others
- c. Damage to, theft of, or misuse of Five Seasons property or the property of others
- d. Refusal to follow camp rules and staff instructions designed to promote safety and positive participation

i. Progressive Discipline Procedure

Behavioral concerns will typically be addressed using the following steps:

1. **First Incident:** A verbal warning issued by a counselor, along with redirection and support.
2. **Second Incident:** A second verbal warning that is documented and reported to the Youth Programs Leadership Team or Director of Youth Programming. Parents/guardians will be notified.
3. **Continued or Serious Concerns:** A meeting with the Youth Programs Leadership Team or Director of Youth Programming. Parents/guardians will be contacted to discuss the concern and establish a plan of action moving forward.

ii. Immediate Dismissal Policy

Any behavior involving **violence or physical injury** to another camper or Camp Team Member may result in **immediate dismissal** from the program without prior warnings.

Five Seasons Family Sports Club reserves the right to dismiss any camper whose behavior is deemed unsafe, disruptive, or inappropriate, without prior written notice or a child conference with the Youth Programs Leadership Team or Director of Youth Programming.

2. Camp Registration Fee & Payment Options

A. Annual Program Fee (Registration Fee)

The Annual Program Fee is a once per year fee required for every Camp Five Seasons camper. This fee applies to all Day Camps and Summer Camps for the year. The Registration Fee will be billed at the time of your first camp registration for 2026.

- a. **2026 Annual Program Fee:** \$35/camper

B. Payment Options:

a. Pay in Full Discounts

Families who choose to pay in full at the time of registration are eligible for the following Early Bird discounts on weekly camp tuition. :

- i. **January 15-31:** Receive 15% off Weekly Camp total
- ii. **February 1-29:** Receive 10% off Weekly Camp total
- iii. **March 1-31:** Receive 5% off Weekly Camp total

Discounts apply to weekly camp tuition only and do not apply to Extended Care or Combo Camps.

Discount Policy

Only one discount may be applied per camper. Discounts cannot be combined.

b. Register Now, Pay Later

Families may choose to reserve their child's camp weeks now and pay a **weekly non-refundable deposit** (due at registration), with the remaining balance automatically billed on **May 1**.

You may log into your **CampMinder Parent Portal** at any time before May 1st to make payments as you want.

Weekly Deposit Amounts (due at time of registration):

- i. **Member Deposit:** \$50 per registered week
- ii. **Non-Member Deposit:** \$100 per registered week

3. Additional Fees & Cancellation Policy

- A. **Extended Care:** Extended Care is for any registered camper who needs early drop-off or late pick-up.
- B. Families may pre-register during registration for Extended Care through their CampMinder Parent Portal. If you need daily Drop-In AM or PM Care, it is available upon request, please contact your Youth Programs Leadership Team or Alyssa Wicks.
 - a. **AM Care (7:00am-8:45am)**
AM Care applies to any camper signed in before 8:45am.
 - i. **Daily Drop-in AM Care Rate:** \$12/camper
 - ii. **Pre-Registered-AM Care 3-day Camp Week rate:** \$30/camper

- iii. **Pre-Registered-AM Care 5-day Camp Week rate:** \$45/camper
 - 1. *Pre-Registered means AM Care was selected during registration or added prior to the start of the camp week through your CampMinder Parent Portal or by emailing your Youth Programs Leadership Team.*
- b. **PM Care (4:15pm-6:00pm)**
PM Care applies to any camper not signed out by 4:15pm.
 - i. **Daily Drop-in PM Care Rate:** \$12/camper
 - ii. **Pre-Registered-PM Care 3-day Camp Week rate:** \$30/camper
 - iii. **Pre-Registered-PM Care 5-day Camp Week rate:** \$45/camper
 - 1. *Pre-Registered means PM Care was selected during registration or added prior to the start of the camp week through your CampMinder Parent Portal or by emailing your Youth Programs Leadership Team.*
- c. **Extended Care Registration & Payments**
 - i. Families who do not select AM or PM Care during registration may add it any time **before the camp week starts** in their **CampMinder Parent Portal** under **Forms & Documents**
Daily Drop-In charges will be billed to the payment method on file at the end of each week.

B. Late Registration

A late registration fee will apply to any camper registered **after 10:00 PM on the Thursday before the camp week begins**. This fee is automatically added in CampMinder at the time of late registration.

- a. **Late registration fee:** \$25/camper per late registered week

C. Cancellation Policy

Beginning January 1, 2026, Five Seasons Family Sports Club-Camp Five Seasons has implemented an updated Camp Cancellation and Change Policy.

a. How to Request a Change or Cancellation

All changes and/or cancellations for a registered week must be in writing by emailing the Youth Programs Leadership Team at Camp@5ssc.com.

b. Missed Days

Days missed due to illness, vacation, or other absences may not be changed or substituted for another day, unless authorized by Alyssa Wicks, Director of Youth Programming.

i. Illness Exception

- ii. If your camper misses an **entire week** due to an illness, you may submit a doctor's note to receive a 50% refund or 50% Camp Credit.

c. Refunds & Camp Credits

i. 8+ Days Before the Camp Week

Changes or cancellations made at least 8 days prior to the start of your camper's registered week will receive a 50% refund, or a 75% Camp Credit, depending on how far in advance the cancellation or change is made.

ii. Week Prior (Monday 9:00am – Friday 5:00pm)

Changes or cancellations made between Monday 9:00am through Friday 5:00pm the week before your camper's registered week will receive a 25% refund, or a 50% Camp Credit

iii. Camp Credits

Camp Credits may **only be used toward any Camp Five Seasons program in the year 2026**, including Summer Camp or Day Camps.

Credits are not applicable for Extended Care or Combo Camps.

Camp Credits **expire December 31st, 2026**.

d. Absolutely no refunds or credits are issued for

- i. Cancellations made after 5:00pm on the Friday prior to the registered camp week.
- ii. Campers who do not attend their scheduled week or day.