

✧ International Gymnastics Camp

GYMNASTICS IS OUR PASSION, CAMP MAGIC IS OUR LEGACY, KINDNESS IS OUR CREED,
SAFETY IS OUR FOUNDATION, FUN IS OUR HEART. WE ARE IGC!



International Gymnastics Camp is committed to providing a kind, healthy & safe environment for all our campers in all aspects of camp life. IGC programs across the board are built on the foundation of enriching every camper's love for gymnastics, developing social skills, making lifelong friendships, enhancing teamwork skills, gaining independence, and making camp magic memories that last a lifetime.

IGC PARENT/CAMPER GUIDE 2023



WEBSITE: www.internationalgymnastics.com
PHONE: 570-629-0244 FAX: 570-620-0616

EMAIL: office@internationalgymnastics.com
ADDRESS: 100 Gymnastics Way, Stroudsburg PA - 18360

WELCOME TO INTERNATIONAL GYMNASTICS CAMP



In 1971, the Klaus Family founded International Gymnastics Camp with a vision to build a place that united the gymnastics world in a fun, kind, safe and positive environment. Nestled in the beautiful Pocono Mountains, more than 150,000 campers from over 60 countries have called IGC their home away from home. As the only Accredited ACA Gymnastics Summer Camp, the Klaus Family has been pioneers of safety and kindness in the gymnastics world since the beginning and look forward to the next 50 years and beyond!

I am proud to carry on this family tradition as the second-generation family leadership at International Gymnastics Camp. We are the only second-generation family-run gymnastics camp in the world. Growing up at IGC I was privileged enough to see the camp magic memories that were created each summer, the passion for gymnastics you all brought to IGC and the true summer camp fun that comes with this.



In 1971 we founded International Gymnastics Camp with a vision to build a place that united the gymnastics world in a fun, kind, and positive environment. Nestled in the beautiful Pocono Mountains, more than 150,000 campers from over 60 countries have called IGC their home away from home. For three generations now we are proud to share a legacy of friendships, smiles, laughter, and joy. These cherished camp magic memories will last forever and live on in the next generation of campers. From our gymnastics to our recreation, our campus to our IGC philosophies we continue to uphold our IGC standards of excellence. Through our more than 50-year legacy, we have been pioneers in safety and education in both the gymnastics and camping (summer camp) world. We thank you for being a part of this IGC tradition and we look forward to continuing this extraordinary legacy with you.

- Bruno & Cheryl Klaus, IGC's Founders

Continuing to uphold and develop our IGC standards of excellence, I founded the Professional Coaching Development Program and the Kount on Kindness Program which are now world-renowned and pioneered a new way of positive coaching with a true understanding of our sport, gymnastics. Scoring the only ever perfect 10.0 on vault at the USA Championships in 1998, I further understood the value of training hard and balancing that with the enjoyment of life outside of the gym which is a testament to our IGC beliefs.

Being a Professional Bull Rider for 17 years allowed me to be a part of another fun, intense and rewarding sport in a different yet parallel world. From our Kount on Kindness program to our Be Gymnastics initiative and so much in between, I am honored to continue this incredible more than 50-year legacy with you all, our IGC family.

- Brent Klaus, IGC's Director



YOUR MY IGC ACCOUNT

Your “MY IGC” Account is the tool that parents use to:

- Enroll for camp
- Complete required forms and documents
- Update family information
- Make online payments and update credit card information
- Activate and fund the canteen account with a credit card
- Access CampStamps

OUR WEBSITE

There is a significant amount of information on our website that should answer most of your questions about the camp experience. This Parent/Camper Guide is also an extremely useful tool.

www.internationalgymnastics.com

QUESTIONS

If you should have any further concerns, you’re welcome to contact the office Monday through Friday, between the hours of 9:00 a.m. and 5:00 p.m. (EST) and we will be happy to help.

PHONE: +1 (570) 629-0244

EMAIL: office@internationalgymnastics.com

FAX: +1 (570) 620-0616

IGC ACCREDITATIONS



IGC PAYMENT POLICY



ENROLLMENT POLICY

Enrollment is on a first-come, first-served basis. International Gymnastics Camp, ("IGC") reserves the right to refuse an application and/or dismiss a camper without refund at any time for any reason, which, in its sole discretion, is in the best interest of IGC.

A \$300 deposit per session, per camper, must accompany the Enrollment and may be made using a major credit card through the IGC website. You may also select "full payment" when completing the camper application. This option will charge the full tuition to your credit card when the Enrollment is processed.

The full tuition price will be charged to the credit card on file for any Enrollments received on or after May 1, 2023.

PAYMENT AND FEES

Please review your invoice which is available under Financial Management through your "MY IGC" login. The invoice includes the session(s) for which you have enrolled and your remaining balance, which is due by May 1, 2023. All remaining final balances will be automatically charged to the credit card on file on May 1, 2023. Enrollments received after May 1st will be charged the full tuition price to the credit card on file at the time of enrollment.

Any outstanding balances after May 1st, 2023 may result in a cancellation of your enrolled session(s).

If you have any questions, please call the office at +1 (570) 629-0244 during regular business hours Monday through Friday from 9:00 a.m. – 5:00 p.m. (EST).

PAYMENT AND DUE DATES

May 1, 2023, FINAL BALANCE DUE - The balance is due in full by May 1, 2023. Any unpaid final balances will be charged to the credit card on file.

Enrollments after May 1, 2023 - FINAL BALANCE DUE – The full tuition price will be charged to the credit card on file at the time of enrollment.

CANCELLATION & REFUND POLICIES

To notify us of any cancellations, and to initiate any refund request, use the IGC Cancellation Form found in your "MY IGC" account (under Forms and Documents). This form must be completed to cancel your camper's week(s) at IGC.

Based on the date you submit the Cancellation Form; you may be entitled to a partial refund. As our refund policy is limited, we **strongly recommend** purchasing Tuition Insurance with your enrollment.



CANCELLATION & REFUND POLICIES cont.

DATE CANCELLATION FORM RECEIVED	IGC REFUND POLICY SUMMARY*
Before May 1st, 2023:	Refund equals all tuition paid less a \$150 processing charge per week cancelled.
On or After May 1st, 2023:	No refund will be made if the cancellation form is received on or after May 1 st , 2023.

*If you have purchased Tuition Insurance with your Enrollment, please contact Program Protector or Abroad Insurance directly to claim additional benefits beyond our refund policy.

Please Note: There are no exceptions to the cancellation policy. There are no refunds if the cancellation form is received on or after May 1st, 2023. There are no exceptions. This includes cancellations due to but not limited to injury, unexpected injury, and illness regardless of whether there is a physician's note or not. If you are concerned about canceling in this time frame, we highly **recommend** purchasing Tuition Insurance with your registration. There are no exceptions to this policy. All non-refundable fees are non-transferable.

There is NO refund made for any camper who is a "No Show" or who withdraws at any time after arriving at camp. There is no reduction or refund of fees for late arrival, early departure, or any dismissal.



TUITION INSURANCE

We understand that unforeseen circumstances may occur, preventing your child from attending camp. As our refund policy is **limited**, we are delighted to have partnered with Program Protector and Abroad Insurance to provide tuition insurance above and beyond our refund policy.

We **highly recommend** that you consider investing in Tuition Insurance if you are concerned about the financial consequences of having to cancel or withdraw from camp.

The protection plans are available for purchase during the online Enrollment process, protect up to the full cost of your session, and include a variety of other benefits should the need arise.

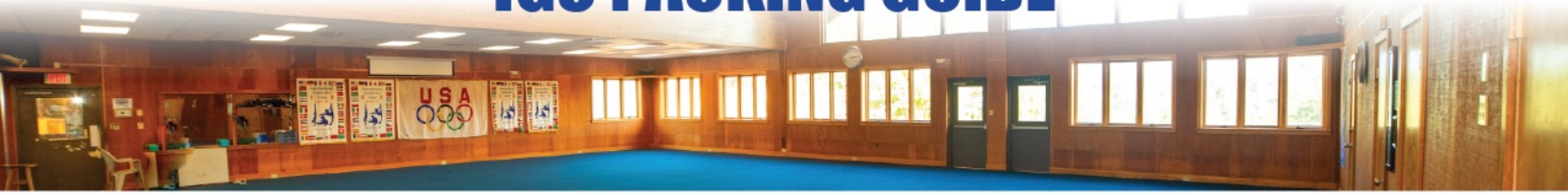
You can purchase Tuition Insurance with your application (our camper application will link to the Program Protector website and back again). Although you may be eligible to purchase Tuition Insurance after your Enrollment, certain benefits are only available if payment for this plan is received by Program Protector with or before your final tuition payment.

Note: Tuition Insurance is not included automatically with your enrollment. It must be purchased separately. Tuition Insurance is purchased through a 3rd party company – Program Protector. IGC does not take payment for this option.

For more information on **Program Protector**, please contact the Customer Service Specialists at 1-800-423-3632. You will need to provide the code for International Gymnastics Camp – INTE0100PA – and refer to plans F530S (standard plan) and F530E (enhanced plan)

To purchase **Abroad Insurance**, visit <https://buy.sevencorners.com/policygroup/HW7C7C3/HW35CCP/>

IGC PACKING GUIDE



Summer casual clothing is appropriate for camp. The clothes brought to camp are likely to get extra dirty and may get damaged or lost. Avoid bringing lots of brand-new, expensive clothes to camp.

Please label all items brought to camp. This is the best way to ensure that the items brought to camp will come home from camp. Use a permanent laundry marker to label items but use more than just initials. All forgotten clothing and unclaimed items are donated to charity at the end of each following camp week. If you believe that your camper may have an item in 'lost and found,' you must contact the camp office in the week after your camper returns home.

Camp is a great place for campers to learn responsibility, this includes carrying their own luggage. We recommend using duffel bags on wheels, so campers can easily maneuver their luggage up and down the hilly terrain. Storage space is limited, and luggage cannot be higher than 14 inches, so it will fit under the bed.

PACKING LIST

1. General Clothing

Leotards and shorts/leggings, and boy's workout clothing (to be worn during all gymnastics classes; (fitted workout tees may be worn over leotards)

T-Shirts

Shorts

Underwear

Bathing Suit

Sleepwear

Two towels (shower & pool)

Swimwear

Sweatpants or Thigh Length Shorts (for Scary Aerie)

Sweatshirt

Socks

Face Masks (optional)

1 pair of Hand Grips (recommended, not required)

2. Footwear

1 pair of Flip Flops / Sandals / Crocs

1 pair of Sneakers (required for Scary Aerie)

3. Outwear

Rain Jacket / Poncho

Light Jacket

4. Linens and Bedding

1 Fitted Sheet – Twin/Single Size

1 Top Sheet – Twin/Single Size

1 Pillow with Pillowcase

1 Blanket / Comforter or Sleeping Bag

1 Pool Towel

1 Shower Towel

5. Toiletries

Toothbrush

Toothpaste

Soap / Shower Gel

Shampoo / Conditioner

Brush / Comb

Deodorant

Hair Dryer

Shower Caddy / Basket

6. Sundry Items

Sunscreen

Insect Repellant

Water Bottle

Stationary, Envelopes & Stamps



WHAT NOT TO PACK

Do not bring valuable items to camp. IGC is not responsible for articles which may be lost, taken, broken, or damaged.

1. The following items are **NOT PERMITTED** at camp:

- Cell phones*
- Cameras*
- Laptops*
- MP3 Players and iPods*
- Electronic Readers*
- Tablets*
- I-watches and similar devices*
- All electronics and social media devices*

Flight campers may store their cell phones and travel documents in our office for the length of their stay at IGC.

* If your camper is in possession of any of these devices it will be removed and stored in the camp office until departure. Cell phones, cameras and similar media devices may compromise a camper's safety and privacy. We take the safety and privacy of our campers very seriously and know that you do, too.

2. The following items are **not** recommended at camp:

- Team Leotards or Warm-ups
- Jewelry
- Items of sentimental value



LAUNDRY

Coin operated washers and dryers are available for multiple week campers' use. Money for laundry and detergent can be withdrawn from their canteen account. Campers should not have money in their cabins. Campers can bring their own laundry detergent if preferred.

IGC GYMNASTICS TRAINING GROUPS

Following check-in, all campers are evaluated by our coaching staff and placed into workout groups according to their skill level and height. At the start of the week, our instructors, along with the campers, will set realistic goals for each of the events. IGC instructors will assist with fine tuning goals on each event to ensure proper progressions are taken to safely achieve these goals.



FORM REQUIREMENTS

All forms are required to be submitted within **FOUR** weeks of your camper's enrollment week.

All forms must be completed in full for your camper to participate in activities. Please take the time to completely read and fill out your forms, most notably, the camper medical form. These forms are used by us to better care for your child and it is imperative that they are completed accurately. **ALL** sections **MUST** be filled out completely and remember to sign **ALL** areas requiring a signature. Our insurance does not allow us to let anyone participate unless his or her forms are 100% complete.

"MY IGC" FORMS CHECKLIST

On all forms, please read and respond to the terms and conditions and check **ALL** the boxes that apply to your camper's medical history. Depending on your answer, the system may require more specific information.

1. General Camp Policy and Rules Overview

General Camp Policy and Rules Overview is **REQUIRED**. Electronic signature and date are required from one parent/guardian.

2. Health History

Health History Form is **REQUIRED**. All mandatory fields are underlined in red. We encourage

you to fill out as much other information as possible so our Nurses and Athletic Trainers have fast and accurate information when treating any sickness or injury that might occur.

3. Media Release

Media Release Form is **REQUIRED**. Electronic signature and date are required from one parent/guardian.

4. Physician's Examination Form

Physician's Examination Form is **REQUIRED** by June 1st, 2023, or within FOUR weeks for Enrollments received after June 1st, 2023. Your child's physician must complete this form and a Physician's signature is required. Only physical examinations dated after June 1st, 2022, will be accepted.

Please note, if the Physician's Examination Form is not 100% complete, your child will not be able to participate.

This form must be uploaded, faxed, mailed, or emailed to the IGC Office. Any special directions from your physician and/or any special dietary requirements should be listed on the physician's form. Please also inform us of any special physical, emotional or behavioral conditions of which our staff may need to be aware to help provide the best possible camp experience for your camper.

5. Pick-Up Authorization

Pick-Up Authorization Form is **REQUIRED**. Please list everyone, including yourself, who has your permission to pick up your child from camp (full first and last names must be entered). Electronic signature and date are required from one parent/guardian.

6. Gymnastics Club Information

Gymnastics Club Information Form is **REQUIRED**. Please submit the full name and address of your child's gymnastics club as well as their coaches' name.

7. Transportation Form

Transportation Form is **REQUIRED ONLY** if you need IGC to transport your camper to/from camp from Lehigh Valley International Airport (ABE). We will need this form eight weeks prior to arrival at IGC. Please use this form to tell us how your camper will be travelling to and from camp.

8. Cabin Mate Request

Cabin Mate Request Form is **NOT REQUIRED**, but all requests are due 14 days prior to arrival at IGC.

Requests must be within a one-year age difference. Changes to your cabin mate request must be emailed to office@internationalgymnastics.com.

9. Cancellation Form

Cancellation Form is **NOT REQUIRED**.

This form is only used if you are cancelling your campers' Enrollment. Please read the terms and conditions carefully, complete the form in full, sign and return it to IGC by e-mail at office@internationalgymnastics.com, fax or mail.

10. Special Dietary Requirements: Meal Plan Form

Special Dietary Requirements: Meal Plan Form is **REQUIRED**.

This form is required to confirm your camper is capable of eating from a buffet style setting.

It is also required if your camper has any food allergies that require an epi-pen, or other dietary sensitivities that for health, safety or religious needs require special preparation at mealtimes.

11. Medical Administration Form

Medical Administration Form is **NOT REQUIRED**. This is only required if you are coming to camp with medication. This form must be brought to the designated health center check-in area during check-in with the medication in its original prescription bottle.

12. Switching Weeks Form

The Switch-A-Week Form is **NOT REQUIRED**. This is only required if you are switching your currently enrolled week(s).

13. Saturday Off-Campus Visitation Request Form

The Saturday Off-Campus Visitation Request Form is **NOT REQUIRED**. It is an option for campers staying 4 or more weeks.





PREVENTING HOMESICKNESS

Please visit our website for tips on preparing for camp and preventing homesickness.

<https://internationalgymnastics.com/family-dashboard/practice-for-camp/>

IGC TERMS & CONDITIONS

As part of your Enrollment, you would have agreed to International Gymnastics Camp LLC a/k/a ("IGC") terms and conditions. It is important that you read and understand these. To assist in this, we have included the documents as part of this guide. If you have any questions about the terms and conditions, please contact the office by email office@internationalgymnastics.com or by phone between 9:00 a.m. and 5:00 p.m. EST Monday to Friday at +1 (570) 629-0244.

APPRECIATION AND ASSUMPTION OF RISK

I fully appreciate and understand that participation in gymnastics activities involves motion, rotation, and height in a unique environment and, as such, carries with it a reasonable assumption of risk. In addition, the undersigned further acknowledges that the inherent risks of gymnastics participation are adequately appreciated, and that said participation is done on a strictly voluntary basis. By signing this document, I understand that in addition to gymnastics activities, other recreational activities are offered by International Gymnastics Camp, LLC, (IGC) and my child may participate in these activities.

WARNING: Catastrophic injury, paralysis and even death can result from gymnastics activity. I fully appreciate this WARNING as well as the fact that, even under the best of conditions, participation in gymnastics activities involves inherent risks on the part of the performer. The undersigned certify that the inherent risks of gymnastics participation are adequately appreciated, and that said participation is done on a strictly voluntary basis. I am aware of and appreciate these risks; and I am assuming them on behalf of my child, to the fullest extent permissible under law. I realize that no environment is risk-free; and so, I have instructed my child on the importance of abiding by IGC rules, regulations, and policies. My child and I both agree that he or she is familiar with these rules, regulations, and policies, and will obey them. I understand that participation in gymnastics is physically and mentally demanding. I agree that my child is capable of partaking in gymnastics training and camp activities. Moreover, I understand that part of the gymnastics experience involves group arrangements and interactions that may be new to my child. This comes with certain psychological, emotional, mental, and other physical risks and uncertainties, beyond what my child may be used to dealing with at home. I am aware of these risks, and I am assuming them on behalf of my child to the fullest extent permissible by law. I realize that no environment is risk-free, and so I have instructed my child on the importance of abiding by IGC's rules, regulations and policies, and my child and I both agree that he or she is familiar with these rules and will obey them.

IGC TERMS & CONDITIONS cont.

GENERAL RELEASE AND WAIVER OF LIABILITY

I, as parent/guardian of my child/gymnast, hereby release International Gymnastics School, LLC (IGS) and International Gymnastics Camp, LLC, (IGC), its officers, employees, and agents from any and all liability, claims, demands, controversies, damages, actions and causes of action which may occur by reason of injury, death, loss of services or consortium, property damage and any and all other loss and damages of any kind and nature sustained by my child/gymnast resulting from participation in gymnastics activities or other activities around camp, including but not limited to: use of gymnastics facilities and equipment, medical emergencies for which authorization and consent have been given, and any other camp activities participated in of whatsoever nature. This release shall bind the undersigned, their heirs, administrators, and assigns. I also agree that I, my assignees, heirs, distributes, guardians, next of kin, spouse and legal representatives will not make a claim against, sue, or attach the property of IGS and IGC in connection with any of the matters covered by the foregoing release. It is agreed that any dispute or cause of action arising between the parties, whether out of this agreement or otherwise, can only be brought in the Pennsylvania Court of Common Pleas located in Monroe County, Pennsylvania, and shall be construed in accordance with the laws of Pennsylvania. I further agree that any dispute concerning, relating, arising out of, or referring to the subject matter of this contract shall be resolved exclusively by binding arbitration in Monroe County, Pennsylvania, according to the then existing commercial rules of the American Arbitration Association and the substantive laws of that state.

SPECIAL DIETARY REQUIREMENTS

At IGC we are pleased to offer a delicious and nutritious buffet-style breakfast, lunch, and dinner, daily. There are ample choices at our 20 ft salad/wrap bar and many hot food options available at each meal.

If your camper has any allergies that require an epi-pen, i.e., egg, milk, celiac, or gluten, keeps kosher or has any other dietary sensitivities that for health, safety or religious needs require special preparation, please note that our kitchen cannot accommodate these sensitivities. Our food service area is a buffet and to ensure food safety and prevent cross-contamination, as a reasonable accommodation, we require you to provide individual sealed meals for your camper's meals for the length of their stay.

If your camper is unable to eat at our buffet, to ensure food safety, prevent cross-contamination and provide reasonable accommodation, we require you to provide sealed individual microwavable meals for the length of their stay. In addition, you may provide specialty dietary, nut free snacks that will be stored in the Health Center.

* Note, for those with nut allergies, we do our best to provide a nut sensitive environment. Furthermore, we do not serve shellfish.

For campers needing to bring their own meals that are essential to their health & safety, please review our clear guidelines below. Our office is happy to answer any further questions. Please note, meals that do not follow these guidelines will not be accepted and IGC will provide sealed meals for your camper at an additional cost.

1. Meals must be individually sealed.
2. Meals must be clearly labeled for each meal and each day.
3. Meals must be microwavable and/or simply sealed and ready to eat.
4. Meals will be checked in with our chefs during Sunday Check-In.
5. Meals must be nut-free and may not contain shellfish.
6. Any specialty dietary snacks will be kept in the Health Center.

We understand and respect that currently there are many diets that are a choice and do not impact on the immediate health and safety of a camper. For campers that are not allergic to food but are following a diet by choice, please ensure your camper is comfortable eating from a buffet style setting. Our counselors and auxiliary kitchen staff will be there to help your camper if they are unsure what is being served. Ensuring your camper is excited and confident eating from a buffet will allow our kitchen staff and counselors to focus on campers that do require being a part of the sealed meal program during mealtimes.

*Due to the current COVID climate, buffet-style food service may be adapted in accordance with the applicable restrictions.

IGC TERMS & CONDITIONS cont.

STRESS/ANXIETY DISORDERS OR DEPRESSION ACCOMODATIONS

If your child has been diagnosed with stress/anxiety and/or depression disorders that are not yet well managed, please be aware that IGC may not be the best environment for them. We are a resident structured overnight camp specializing in gymnastics, and there are multiple daily transitions. There are many ACA accredited camps across the country which specialize in meeting these needs and provide a wonderful camp experience. More information can be found at <http://find.acacamps.org/>.

If you have any questions, please feel free to contact our office.

BEHAVIOR

We cannot accommodate children with unmanaged behavioral disorders. As stated above, there are many ACA accredited camps across the country which specialize in serving campers with behavioral challenges. Please refer to the following link <http://find.acacamps.org/>.

If you have any questions, please feel free to contact our office.

MEDICAL ACCOMODATIONS

A medical condition requiring specialized individual care cannot be accommodated at IGC. For a camper who is able to be successfully self-sufficient with their medical condition which does not impact their camper schedule, a reasonable accommodation may be appropriate. As stated above there are many ACA accredited camps across the country which specialize in serving campers with specific medical needs. Please refer to the following link <http://find.acacamps.org/>.

If you have any questions, please feel free to contact our office.

Please Note: At IGC we take pride in providing all our campers with the best experience. If a child is presenting any of the above issues beyond reasonable accommodation, they may be asked to return home without a refund.

GETTING TO IGC

We are easy to find and conveniently located just off I-80 in the Pocono Mountains of Pennsylvania. When using a GPS, be sure to enter the address;
100 Gymnastics Way, Stroudsburg, PA 18360.

DO NOT USE I-80 Exit 299. Coming I-80 Westbound, please use Exit 302. Coming I-80 Eastbound, please use Exit 302B.



IGC TRANSPORTATION

IF YOU REQUIRE IGC TO PICK UP YOUR CAMPER FROM LEHIGH VALLEY INTERNATIONAL AIRPORT, IT IS EXTREMELY IMPORTANT THAT YOU EMAIL YOUR CAMPER'S ITINERARY TO THE ADMINISTRATION OFFICE AND CALL TO CONFIRM THEY HAVE RECEIVED IT.*

AIRLINE TRAVEL TO IGC

IGC can only meet commercial flights at the Lehigh Valley International Airport (ABE) <http://www.flylv.com/> in Allentown. If you are interested in this option, you may book flights within the given parameters below. These restrictions are made with consideration of airport security measures and travel time to the airport.

Flight Parameters:

Sunday Arrival: 10:00 a.m. — 3:00 p.m.

Saturday Departure: 10:00 a.m. — 4:00 p.m.

EXCEPTION:

Saturday, August 19th, 2023, 8:00 a.m. — 12:00 p.m.
as this is the last day of camp.

If you are having difficulty finding connecting flights and landing times within these parameters, please contact the office before booking your flights.

An IGC staff member will be waiting at the gate upon your camper's arrival to accompany them to baggage claim and to their transportation. For the return flight, IGC staff will facilitate check-in for your child, accompany them to the gate, supervise boarding, and wait until the plane is in the air. IGC will remain responsible for campers until they are on their designated flight. Parents will incur the cost of any flight changes or extra charges that may be generated by the airline. Campers cannot fly on a Stand-By status. It is the parent's responsibility to secure any necessary round trip authorization for an "unaccompanied minor" and to make payment in advance to the airline for their round trip "unaccompanied minor" fee and any baggage.

Private planes can be met at Mt. Pocono Airport <http://www.mpoairport.com/> for a round trip charge with the same arrival and departure times as Lehigh Valley International Airport.



IGC TRANSPORTATION cont.

Airports Round Trip Pick-up fee schedule: Price is based on the date the Administration Office receives your campers' itinerary.

Receiving date of itinerary	ABE	Mt Pocono
Up to 2 weeks in advance	\$150	\$100
14-0 days in advance	\$250	\$200

Please note: Once camp is in session, we can accommodate campers who find it necessary to arrive a day early or to depart a day late. The additional day fee is \$150.

CHECK IN / CHECK OUT

CHECK-IN

Check-In is between 2:00 p.m. and 3:30 p.m. on Sunday. Do not arrive earlier than 2:00 p.m., as we cannot accommodate you. Campers will also need time to settle into their cabin before the cabin meeting at 5:00 p.m. If you are going to be late, please notify the office at +1 (570) 629-0244.

Pets (unless a service animal) are not allowed on campgrounds due to camper allergies and fears. Please leave your pets at home as it can get rather hot inside the family vehicle during Check-In and Check-Out. We do, however, recognize the Americans with Disabilities Act and welcome Service Animals as required for specific individuals. Any parent or family member who is mobility restricted should tell our car parking staff, and where possible, we will assist you with getting around the facility.

ADDITIONAL DAY

Once camp is in session, we can accommodate campers who find it necessary to arrive a day early or to depart a day late. The additional day fee is \$150. However, we cannot accept campers before 2:00 p.m. on the first day of camp, June 18, 2023. Also, on the last day of camp, August 20, 2023, we are unable to accommodate any late Check-Outs after 11:00 a.m.

THESE ARRANGEMENTS MUST BE MADE IN WRITING AND YOU SHOULD CALL TO CONFIRM THESE WITH THE ADMINISTRATION OFFICE.

- If your camper is checking in a day early, the only Saturday Check-In time is 1:00 p.m.
- If your camper is checking out a day late, the only Sunday Check-Out time is 10:00 a.m.
- If your camper is checking out a day early, the only Friday Check-Out time is 7:00 p.m.

PLEASE NOTE: The early Friday Check-Out option will incur a \$75 administration fee and your camper will not be able to attend the open workout session, Staff Exhibition or the Camper Awards including Most Dedicated and 5-Year Campers.



CHECK IN / CHECK OUT cont.

PICK-UP AUTHORIZATION

Written permission is required if your child is departing camp with someone other than his/her parent/guardian. Campers are not allowed to leave camp with minors or with IGC staff members. IGC staff members will take campers off campgrounds only for medical appointments and emergencies. Our pick-up authorization form is available through your "MY IGC" login. You will need to include the full first and last name of the authorized person for us to accept the form. On pick-up they will need to provide photo I.D. Additional requests and changes to this form must be made in writing to the IGC office two weeks prior to the pick-up. Unplanned pick-ups will still require a written authorization to be faxed or emailed to the administration office before the camper may leave grounds with the adult who will then be responsible for the child.

DEPARTING IGC

Check-Out: Check-Out takes place on Saturday between 9:00 a.m. and 10:30 a.m. Please do not arrive earlier than 9:00 a.m. as campers will still be eating breakfast, and you will be unable to enter the campgrounds. If you are going to be late, please call the office on +1 (570) 629-0244. Please be aware you may incur additional charges (as per the extra-day charge).

There are no late Check-Outs available on the last day of camp, Saturday August 19th, 2023.

Check-Out Procedures: Remember to bring photo identification to sign your camper out. Unspent canteen money will be refunded to the default credit card on file within 15 days of your departure from camp.

LOST AND FOUND

It is very difficult to locate lost items but, when possible, arrangements will be made to return found items (at your expense). There is a minimum charge of \$5 to return lost items that will be charged to your default credit card on file. Please e-mail office@internationalgymnastics.com and include a description of the item that has been lost and your campers' name.

*****All unclaimed lost and found items will be donated to charity at the end of the following week*****

RETURNS TO THE IGC CANTEEN

All sales at the camp store are final. Please ensure that you have purchased the correct size item before you leave IGC. If you have any issues with items purchased, you can contact the office via email at office@internationalgymnastics.com.

TIPPING

Our staff does not expect to receive tips. However, if you would like to leave a tip, you may do so at your personal discretion.

VISITING

For the safety and security of our campers, there is no visitation during the camp week.

CHECK IN / CHECK OUT cont.

If your camper is staying 4 or more weeks (i.e., 4, 5, 6 or more) you are welcome to take them off campgrounds on the weekend. Please complete the "Saturday Off-Campus Visitation Request" form, under Forms and Documents in your My IGC Account.

Please note there is no visitation on the IGC campgrounds and visitation has strict hours for drop-off and pick-up:

- Campers must be picked up at 12 p.m. on Saturday
- Campers must be returned either by 5 p.m. Saturday, if you would like your camper to eat dinner at camp, or by 7 p.m. Saturday, if you will be eating out with your camper before returning to camp.
- If you choose to take your camper out overnight, they must be returned to IGC, on Sunday at 10 a.m.

We do not accommodate earlier or later pick-ups or returns.

If your child is to be taken off campgrounds on weekends by someone other than yourself (i.e., friends, relatives, or parents of other campers), the person picking up the camper **MUST** be an individual listed on the Pick-Up Authorization Form. They will arrive at the Greeter Gate to present their photo I.D. The camper will then be paged and brought to the gate to sign out.

IGC is not responsible for campers while they are not on the campgrounds



YOUR STAY AT IGC

The following rules/policies have been designed for the safety of our campers. The rules/policies are to ensure that everyone involved with IGC has a safe and fun experience while at camp. The rules are taken seriously and are "strictly enforced." All campers must abide by the rules and policies established for the benefit of all. Those not complying with the rules/policies will be sent home without a refund.

RULES OVERVIEW

- Respect the camp and others.
- No tobacco products, alcohol, drugs, vape, vape pens, JUULS, e-cigarettes etc. of any kind.
- No weapons.
- Rudeness and profanity to the staff and other campers will not be tolerated.
- No fraternizing. Campers must remain in their assigned cabins. Cabins are open only to those who live there. Male campers are not allowed in female cabins or on the pathways to female cabins, and female campers are not allowed in male cabins or on the pathways to male cabins.
- No candles.
- Campers are not allowed to leave the camp area.
- No food or beverages are allowed in the cabins due to forest animals and severe food allergies. Please do not bring or mail food or beverages.
- Cabins are to be cleaned and beds made by campers before warm-ups.
- No gum.
- Campers will be charged for any graffiti or intentional property damage.
- Campers must attend all warm-ups and classes.
- Trampolines and spaceball can only be used when a staff member is supervising.
- Swimming and boating are only allowed when a lifeguard is on duty. Lifejackets must be worn on the lake.

IGC is not responsible for any lost, stolen, or damaged personal property of the campers while attending camp.

KOUNT ON KINDNESS



International Gymnastics Camp is proud and privileged to ask our parents and campers to be involved in our nationwide movement **KOUNT ON KINDNESS**.

IGC is excited to continue this campaign to promote kindness at camp, inside local gym clubs, and in communities. Our goal is to foster a supportive workout environment where everyone feels safe, accepted, and has a mutual sense of belonging. Kindness takes courage and is contagious! Harmony among coaches, parents and gymnasts creates success. Gymnasts who feel successful and who train in a stress-free atmosphere can learn more easily and quickly.

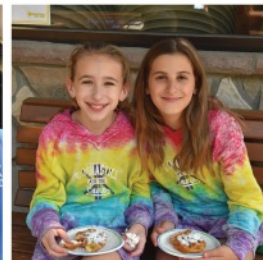
CAMPER BEHAVIOR POLICY

Our aim is to offer a positive and safe camp experience to all campers. Therefore, it is essential that you communicate to your child that we do not accept behavior such as violence, bullying, possession of weapons, repeated profanity, disrespect, bigotry, inappropriate sexual behavior, drug, or alcohol use, smoking or any other behaviors that are potentially harmful to themselves or to others. Campers who cannot live within camp policies or who are adversely affecting other children's experiences will be dismissed. If a child is dismissed from camp, no refund is given, and parents are required to make arrangements for immediate pick-up. IGC has a "Zero Tolerance Policy" for all inappropriate behavior.

Furthermore, there are circumstances where we have agreed to accept a child with full knowledge of their specific personal challenges. IGC will attempt to take all the necessary steps to make the experience successful but may find that it is impossible to accommodate their needs. If this is the case the camper may be asked to leave for the good of the camper and/or the camp community. It is important for you as parents to discuss with your camper, in detail, the camp's expectations of behavior.

PARENT BEHAVIOR POLICY

IGC parents are expected to conduct themselves in a calm and professional manner both on the phone and in person. Conduct that is abusive, abrasive, or disruptive to employees or to other campers and/or their families is not acceptable, and you and your camper will be asked to leave without a refund.



CABIN ASSIGNMENTS



International Gymnastics Camp is committed to fostering healthy social and emotional development in each camper. Caring counselors oversee recreational and cabin activities and get to know every camper as an individual.

Campers are housed with cabinmates who are within approximately one year's age of each other. Please list cabinmate requests in order of preference as cabin space may be limited.

This request must be reciprocated and submitted no later than 14 days before check-in. Requests received less than 14 days before Check-In may not be considered. IGC does not guarantee any cabin assignment or bunk requests. Cabin assignment information is not available prior to Check-In. IGC will not bunk entire teams together, but campers may request to be with a teammate who is within one year of age.

If your child is coming alone or does not have a friend who meets our roommate criteria, be assured that they will be placed in an age-appropriate bunk with other independent campers. Our counselors have been trained in helping campers to form new relationships with other campers, and your child will not be left out. Please prepare yourself and your camper for the possibility that they may not get their bunk request.

CELL PHONES & OTHER MEDIA DEVICES

In accordance with our "Zero Tolerance Policy" cell phones and other media devices are "strictly prohibited" at camp. Due to digital technology, uploading capabilities and social media, campers cannot have cell phones, cameras and/or similar media devices at camp. Cell phones, cameras and similar media devices may compromise a camper's safety and privacy. We take the safety and privacy of our campers very seriously and know that you do, too. Flight campers may bring a cell phone for use while travelling. This will be handed into the office at Check-In and stored safely until departure.

ILLEGAL SUBSTANCE POLICY

Due to the national growing epidemic of vaping and the desensitizing and normalization of this issue, we are taking a strong stand to ensure it does not spread into our IGC environment & culture. Our policy is; if your camper brings any type of e-cigarette device, vape, vape pens, JUUL devices, cigarettes, alcohol, or any illegal drugs they will be instantly dismissed without refund **and a fine of \$500 for endangering the health and safety of other campers and themselves.**

IGC reserves the right to refuse an application and or dismiss a camper at any time for reasons which in its sole determination are in the best interests of the camp, including the right to dismiss a child because of disruptive parent involvement.

MEDIA RELEASE

As part of your form requirements, we ask parents to agree to the IGC media release. It is important that you understand this release. Please ensure you fully review the form. If you have any questions about the Media Release, please contact the office by email at office@internationalgymnastics.com or by phone between the hours of 9:00 a.m. and 5:00 p.m. EST Monday to Friday at +1 (570) 629-0244.

Please note, if you decline the Media Release, your camper cannot participate in any photographs during their week, including their Cabin Photograph and Individual Photograph with Celebrities.



CAMPER COMMUNICATION

MAIL

Campers love receiving letters! Allow ample time for mail to arrive at camp. Please address them as follows:

Camper's Name and Cabin # (available at Check-In)
International Gymnastics Camp
100 Gymnastics Way
Stroudsburg, PA 18360-8137

When writing letters, it is most beneficial to focus on camp and not on what your child may be missing at home. If you would like to send your child a care package, please do not include any food items or gum. Due to food allergies and forest animals, we do not allow food or snacks in the cabins.

NOTE: IGC offers our own Camp Care Packages filled with souvenir items from our canteen. These can be pre-ordered online or ordered at Check-In.

CAMPSTAMPS

CampStamps is an email system that is accessed through your My IGC account. This system allows parents to purchase electronic stamps to write letters back and forth with their camper while at camp. Once stamps are purchased through the Email section of your My IGC account, you can write a letter to your camper that will be printed out by our office staff twice a day and distributed to campers. Parents can select an e-Letter reply sheet to be printed along with their letter for the camper to write back.

PLEASE NOTE: It is not unusual for a camper to reply a day or two later – campers have so many activities available that they may not stop long enough to write a letter. Also, “e-Letters” from campers may be reviewed by our staff to ensure campers are having a positive experience and to make sure any concerns are addressed with parents while the camper is still at camp.

TIP: When writing e-letters, focus on camp and how excited you are to hear about the camp, the gymnastics, and the new friends they have made. Refrain from expressing anxious feelings about time away from home, even with the best of intentions (“I sure hope the food there is decent”, “I hope you’ll be okay”, or “Have a wonderful time. I hope I remember to feed your dog.”). Giving children something to worry about will increase the likelihood of nervousness or homesickness.

INTERNET

Campers do not have access to the internet at camp. Our campers are busy working out, making new friends, and having fun!

IN AN EMERGENCY

During the camp season at IGC our staff answer the phones from 9:00 a.m. until 8:00 p.m. EST. Outside of this time a staff member will respond to an emergency phone number that you will be directed to call. If you have a legitimate emergency, please do not hesitate to use this service. If your inquiry can wait until the morning, please leave a message and staff will get back to you.

In the event of a national emergency where you are unable to immediately contact the camp, be assured that we will be caring for your child.

IGC CANTEEN

IGC has a camp store that carries t-shirts, gymnastics apparel and supplies, snacks, and beverages. Spending money may be placed on a canteen account under your camper’s name, which they can then access to purchase items during their stay. Canteen accounts are set up using your credit card held by CampMinder through your “My IGC” Login. Simply click on View Canteen Account and add funds. All canteen accounts can be topped up at any time during your campers' stay.

Because of the variety of needs of our campers, it is difficult to recommend an amount of spending money. From past experience, we would suggest \$150 per week. Campers are not able to overspend their accounts. Campers are responsible for budgeting their own spending money; they are also responsible for their own purchases and consumption of food of their choice. This should be discussed between parents and campers before your arrival at camp.

Unspent canteen money over the amount of \$5.00 will be refunded to the default credit card on file within 15 days of your departure from camp.

IGC GIFT BAGS

IGC Gift Bags can be pre-ordered online or purchased in the canteen at the time of check-in. Gift Bags are delivered to your camper during their camp session. It is advised to pre-order Gift Bags to ensure you receive your desired choice as these are popular items.



IGC PHOTOS

Photographs can be viewed and purchased through the Summer Photos link on our website <http://internationalgymnastics.smugmug.com/>. A password is required to access the photographs online and will be provided via e-mail once check-in is completed.



CAMPER HEALTH & WELLBEING

HEALTH CARE

A physical examination and completed Health History form are necessary to attend camp. Campers who arrive ill will not be accepted and must return home.

The centrally located IGC Health Center is staffed with Nurses and Certified Athletic Trainers. We also have a physician on call. If a camper is injured or becomes ill and is not participating in activities for more than half of a day, you will be notified. In the event of illness, campers will be housed in the Health Center for a brief period. If their illness persists, you will be required to pick up your child.

Since there will be no refund for illness or injury, we strongly suggest that you purchase tuition insurance for your camper.

CAMPER WELLNESS

Recently, we have been finding that more and more children are sent to camp without full disclosure of their physical, emotional, and psychological well-being. Children with psychiatric issues, serious medical conditions, or campers who are experiencing traumatic reactions to family issues such as parental separation, deployment, divorce, or death should include this in their Health History form.

In fairness to our counselors, staff, and campers we need to make informed decisions regarding the care of every child. Our purpose in having pertinent health information including physical, emotional, and psychological, is to be able to serve each child. We expect that parents or guardians of IGC campers have provided us with all the necessary information through your forms and documents section on your "My IGC" Login. Any updates can be flagged with your counselor during Check-In.

MEDICATIONS

For our campers' safety, all medications, vitamins included, must be turned in to the Health Center and be administered by the Camp Nurse. Therefore, if it is not imperative to your camper's wellbeing and safety, please refrain from bringing any unnecessary medications or vitamins to camp.

Prescription drugs must be in the original container with the licensed physician's instructions. Please place these original containers into a zip-lock bag labeled with your camper's name. If your child takes any medications or vitamins, please complete the Medical Administration Form found within your "My IGC" account and bring it to camp with the medication(s).

Any medications not picked up upon Check-Out from camp will be disposed of properly the week after your child's departure.

If your camper will be travelling with another person/family to Check-In, please fill out the Medical Administration Form and send it to camp with them. If the camper requires an EPI-pen or inhaler on their person at all times, please contact the IGC Administration Office for the required release form and bring it with your camper to Check-In.

CAMPER HEALTH & WELLBEING cont.

INSURANCE

All campers must have medical insurance to attend camp.

Your personal medical policy is your child's primary coverage. If a camper sustains an injury at camp, parents are required to pay for any out-of-pocket expenses and then submit the claim to their insurance company. Parents are responsible for paying all physician's fees and prescription costs incurred by their child prior to their departure from camp.

If you do not have medical insurance for your child, a short-term policy for camp can be obtained through TRAVMARK A+ Protection Plans.

DOCTORS VISIT

If your camper requires a trip to the doctor or ER, or has a prescription to be picked up at a local pharmacy, the following protocol will be followed regarding physician/facility payment:

The nurse will call to notify a parent/guardian/emergency contact and to discuss their camper's health concerns. If it is determined that the camper will visit our local physician, the nurse will pass on the doctor's office details to the parent/guardian. The parent/guardian will then be advised to call the medical office or pharmacy and plan to pay with a credit card. A receipt of payment with the diagnosis will then be sent home for the parent to submit to their insurance company.

ABILITY TO CONTACT PARENT/GUARDIAN/EMERGENCY CONTACTS

In the event of a camper illness or injury, the nurse/athletic trainer will make every attempt to notify the designated contact in a timely manner. If a parent is going to be unavailable, it is advisable to notify the emergency contact to be available in the unlikely event they are needed in your absence.

SEE YOU THIS SUMMER!

