



# Youth Program Parent Handbook

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## Introduction

Thank you for entrusting your child to us for the duration of our program. We hope that your child has a wonderful experience while they are with us. As a parent/guardian, we know that you are also concerned about the safety and wellbeing of your child. This handbook has been developed to answer many of the most common questions. If you have additional questions, please don't hesitate to contact us.

## Agenda

<b>Time</b>	<b>Day One</b>
8a – 8:50a	Check-In/Registration
9a – 9:45a	Athletic Training Overview
9:45a – 10a	Break
10a – 10:45a	Educational Session #1
10:45a – 11:30a	Educational Session #2
11:30a – 12:15p	Lunch & Learn
12:15p – 1:00p	Educational Session #3
1:00p – 1:45p	Educational Session #4
1:45p – 2p	Break
2p – 2:45p	Educational Session #5
2:45p – 3:30p	Educational Session #6
3:30p – 4:15p	Educational Session #7
4:15p – 4:30p	Quiz for Prizes
4:30p	Tailgating with Family at Camper Pick-UP

## Drop-Off and Pick-Up Procedures

Participants may be dropped-off during the check-in time listed on the Agenda. Parents/Guardians must sign their children in at drop-off and sign them out a pick-up. Participants may not leave during the program without a parent/guardian's signature. Participants who drive themselves will be required to sign themselves in and out at the end of the program, but they will require parent/guardian permission to leave during the program.

## Location

Participants can be dropped off and picked up at the main entrance to the Mal Moore Football Facility. This entrance faces Sewell-Thomas Baseball Stadium. Parking is available in the spaces between the Mal Moore Facility and the Sewell-Thomas Baseball Stadium.

**Driving Directions: Head east on Bryant Drive. Take a left only Coliseum Drive. The main entrance to the Mal Moore Football Facility will be on your right.**



## What to Bring

Participants will be busy learning and moving all day. Some of the learning activities include stretching and taping. Therefore, it is important for your child to wear a short-sleeved shirt and shorts that will provide modesty during stretching activities.

## Medical Concerns

While we hope that your child stays happy and healthy throughout their stay with us, we need to be prepared to handle medical emergencies that might arise.

### Medical Information

All participants are required to complete the Medical Information Form. (See the Forms section.) This is where parents may provide emergency medical information and specify any special needs.

### Allergy or Disability Accommodations

The University of Alabama will make reasonable accommodations to allow participants with allergies and disabilities. However, we can more efficiently fulfill requests that are made 3-4 weeks in advance.

If your child has a food sensitivity or allergy, please complete the Bama Dining Special Diet Accommodation Request Form for Campers. (See the Forms section.)

### Medication Management

Participants who will need to take medications (prescription or over-the-counter) during their stay must check them in with program personnel upon arrival. All medications except for emergency rescue medications (ex. inhalers, epinephrine) for the participants should be in their original containers and sealed in a zip-top bag labeled with their full name and date of birth. Emergency rescue medications may be kept with the participant with the parent's written consent. Parents/Guardians should complete a separate Medication Management Form (See the Forms section.) for each medication to specify exactly how and when the medication should be administered.

Program staff will secure the medication bag and make it available to the participant based on the instructions provided on the Medication Management Form. Staff members will not handle bottles or their contents directly, and they may not provide guidance on how the medication will be taken. If the participant is not sure of the correct dosage or timing, they will be directed to contact their parent/guardian. It is the participant's responsibility to contact staff for their medications, but staff will be aware of when participants need their medications and remind them as needed.

All medications and medication bags will be returned to the participant's parent/guardian when the program is over.

## Program Staff

Making sure that all participants are properly supervised and secure in their surroundings is very important to us. The following standards have been developed to ensure that participants know how to recognize the program staff and what to expect while they are here.

### Identification

Program staff may be identified by their crimson collared shirts, khaki pants or shorts, and each will wear name badges that identify them as staff.

### Supervision

The participant to staff ratios used by this program are based on participant age and meet or exceed the standards recommended by the American Camps Association. Participants must be supervised at all times, and one-on-one contact is generally prohibited except in emergency situations.

## Emergency Information

### Shelter Location

In the event of a weather emergency, participants will be moved to the basement of Coleman Coliseum until all warnings have expired. Parents/Guardians are welcome to check their children out if they are concerned about the forecast, but in the interest of safety, we advise that parents/guardians do not check them out during weather warning events.

### Communication

In the event of an emergency, we will use the emergency contact information provided in your registration materials. Participants who carry cell phones will be allowed to use them to contact their parent/guardian if necessary.

## Participant Code of Conduct

The following section outlines the conduct expectations of all participants of this program.

Participants will:

- Show respect to all other participants, program staff, and program director.
- Take direction from program staff and program director.
- Use appropriate language at all times.
- Refrain from causing bodily harm to self, other participants, and staff.
- Treat equipment, supplies, and facilities with respect.
- Respect others' physical boundaries.
- Take all medications as directed, if applicable.
- Follow program schedule.
- Use cell phones only during free time and not during scheduled activities unless otherwise asked to do so.
- Not smoke, vape, drink alcohol, or use illegal substances of any kind.

## Internet Access

Unfiltered internet access may be available to your child while they are on-campus. Participants are expected to refrain from using this access to view inappropriate materials.

## Child Abuse Reporting

The University of Alabama has taken steps to ensure that all youth program staff are aware of their responsibility to report known or suspected child abuse, but it is also important for participants and their parents/guardians to report suspicious behavior. If we all work together, we can create the safest possible environment for your child.

*If you see something, say something!*

If you or your child become aware of known or suspected child abuse on our campus or involving program staff or participants, please report it immediately to the University's Police Department by calling 348-5454.

## Contact Information

Please use the following contact numbers during the program.

Contact 1: Jeri E. Zemke PhD, LAT, ATC

Phone: (205) 310-1421

## Forms

To register your child for the High School Athletic Training Student Aide Camp, at your earliest convenience, please submit:

1. A completed Registration (Camper Information) form to the address provided on the form
  - a. *Required*
2. A completed Medical History form
  - a. *Required*

**\*\*\*Please note the Early Bird Discount for registrations post-marked prior to July 3<sup>rd</sup>, 2019\*\*\***

The following forms must be submitted at check-in on the first day:

1. Liability Waiver
  - a. *Required*
2. Medication Management Form
  - a. *As needed*

**\*\*\*Please note, these can also be submitted with registration form\*\*\***