



# 2026

## Camp Parent Handbook

Sharks &  
Mermaids

Swim &  
STEM

Next  
Level

Junior  
Lifeguard

Cumming Aquatic Center  
201 Aquatic Circle, Cumming, GA 30040  
[www.cummingaquaticcenter.com](http://www.cummingaquaticcenter.com)  
770-781-1781

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# Enrollment & Registration

Registration is available online at [www.cummingaquaticcenter.com](http://www.cummingaquaticcenter.com) or at the Front Desk.

## Front Desk Hours

Monday–Friday: 6:00 am–8:00 pm

Saturday: 8:00 am–5:00 pm

Sunday: 1:00 pm–5:00 pm

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## Payment Policy

All camp registrations must be paid in full prior to the start of camp. Registration closes the day before the first day of camp; late enrollments are not accepted. Camp fees do not include meals or snacks.

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## Credit / Refund Policy

Refunds are issued only with **five (5) days' notice** prior to camp start. Administrative fees are non-refundable. No refunds or credits are issued once camp has begun. Refunds may take up to two weeks to process.

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## Age Requirements & Prerequisites

**All campers must be fully potty-trained.**

**All campers must complete a swim test on the first day of camp.** Campers who do not successfully pass will be required to wear a life jacket (provided).

### Sharks & Mermaids

- Ages: 5–10
- Swim Test: 25-yard continuous unassisted swim in 7 ft of water

### Swim & STEM

- Ages: 6–11
- Swim Test: 25-yard continuous unassisted swim in 7 ft of water

## Next Level

- Ages: 7–12

Participants must successfully complete the Learn-to-Swim Level 3 exit skills:

1. Jump into deep water, recover, tread or float for 1 minute, rotate, orient to exit, swim 25 yards, and exit.
2. Push off in a streamlined position, swim front crawl 15 yards, transition, swim elementary backstroke 15 yards, and exit.

## Junior Lifeguard

- Ages: 11–14

Participants must be able to:

- Swim front crawl 25 yards continuously
  - Swim breaststroke 25 yards
  - Tread water for 1 minute
  - Float on back for 30 seconds or swim 25 yards on back
  - Submerge and swim 10 feet underwater
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# Daily Camp Operations

## Sample Daily Camp Schedule

- **Drop-Off & Welcome:** Free play and check-in
- **Instructional Block:** Guided games, themed learning, or STEM activities
- **Active Play:** Outdoor games, swim workouts, or waterpark play
- **Pool Time:** Free swim, structured water activities, or skills practice
- **Snack / Lunch:** Families provide food
- **Creative / Reflection Time:** Arts & crafts, journaling, or classroom activities
- **Pick-Up**

## Camp Focus Areas

- **Sharks & Mermaids** – Themed arts & crafts, extended pool time, outdoor games
  - **Swim & STEM** – Hands-on builds, STEM applied in the pool, journaling, free swim
  - **Next Level** – Stroke refinement, swim workouts, educational media, waterpark play
  - **Junior Lifeguard** – Classroom lessons, in-water skills and drills, leadership and safety training aligned with the **American Red Cross Junior Lifeguard** program
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## Check-In / Check-Out Procedures

Drop-off and pick-up take place in **Activity Room 106**, unless otherwise noted. Parents/guardians must sign campers in and out each day. Curbside drop-off is not permitted.

Campers may be dropped off up to **15 minutes prior** to their scheduled start time.

Campers will only be released to individuals listed on the authorized pick-up list with valid identification. Written notification, provided at sign-in, must be submitted if someone new will be picking up your child.

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## Late Pick-Up Policy

Campers not picked up by the scheduled time will be charged **\$1 per minute**. Fees are due upon arrival. There are no refunds for early pick-up.

If staff have not been contacted regarding a late pick-up, local authorities may be notified **one hour after scheduled pick-up** to ensure the child's safety.

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## Parent / Staff Communication

Open communication is essential. Please ensure current contact and emergency phone numbers are on file at all times.

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## Special Considerations

Please inform us of any considerations or supports your child may need so we can provide a safe, inclusive, and successful camp experience.

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## Clothing & Attire

Campers will be in and out of the water daily. Please send: Proper swimwear, a towel and goggles & a change of clothes. A camp shirt will be provided and must be worn during public swim times. Campers without swimwear will not be permitted to swim.

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## Restrooms & Changing Areas

Campers should arrive wearing swimwear under their clothes and must be able to change independently. Designated changing areas are provided and monitored by staff from the outside.

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## Injuries & Illness

Parents will be contacted immediately if an injury requires more than minor first aid. Medical treatment decisions will follow emergency protocols as needed. Parents/guardians are responsible for providing medical insurance covering injuries for the participation in the CAC Camp.

If a camper develops a fever of **100.4°F or higher**, they may not return until fever-free for 24 hours without medication. No refunds are provided once camp begins.

For life-threatening emergencies:

- 911 will be called
  - Parents/guardians will be notified
  - EMS will determine transport if necessary
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## Behavioral Management

Campers are expected to follow safety guidelines, respect others, and remain with their group. The following behaviors are not permitted:

- Leaving designated camp areas
- Foul language or repeated disrespect
- Property damage or theft
- Physical aggression or unsafe behavior
- Drugs, weapons, or related items
- Cell phones or electronic devices

Parents are financially responsible for damages caused by their child.

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## **Discipline Procedures**

1. Verbal warning
2. Time-out with staff explanation
3. Written Behavior Incident Report
4. Second written report
5. Third report results in expulsion

Severe physical behavior may result in immediate expulsion. CAC reserves the right to dismiss any camper for safety reasons.

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## **What to Bring to Camp**

- Swim gear (swimsuit, towel, goggles, sunscreen)
- Extra change of clothes
- Packed lunch and drink or concession money

All items should be clearly labeled. CAC is not responsible for lost or stolen items. Staff will not hold money for campers.

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## **Meals & Snacks**

Campers may bring lunch or purchase food from the CAC concession stand (cash only). Refrigeration and microwaves are not available. Fast food brought by parents is not permitted during lunch.

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## **Counselor-to-Camper Ratios**

- Sharks & Mermaids / Swim & STEM / Next Level: 1:10
  - Junior Lifeguard: 1:12
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## **Staff Qualifications**

All staff are background-checked and certified lifeguards or swim instructors with experience in youth programming.

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## **Photo Waiver**

We would like to capture the fun of campers throughout the day. The photographic/video release form indicates consent and agreement that the City of Cumming Aquatic Center (“CAC”), its employees or agents have the right to take photographs, videotape, or digital recordings of the minor while he/she is at or using the CAC. Said photographs, videos or digital recordings may be used in any and all media, now or hereafter known, exclusively for the purpose of promoting the CAC, its programs, features and uses. Please see attached waiver for more details.

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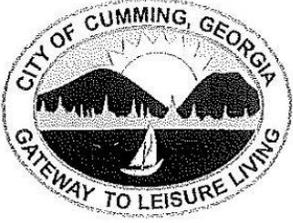
## **Contact Information**

### **Cumming Aquatic Center**

201 Aquatic Circle  
Cumming, GA 30040  
770-781-1781

### **Camp Coordinator**

Susan Alston  
salston@cityofcumming.net



## City of Cumming Cumming Aquatic Center

### PHOTOGRAPHIC/VIDEO RELEASE FORM

I, the undersigned, do hereby consent and agree that the City of Cumming Aquatic Center ("CAC"), its employees or agents have the right to take photographs, videotape, or digital recordings of me (or, if executing on behalf of a minor, the minor) while we are at or using the CAC. Said photographs, videos or digital recordings may be used in any and all media, now or hereafter known, exclusively for the purpose of promoting the CAC, its programs, features and uses. I further consent that my name and identity may be revealed therein or by descriptive text or commentary.

I do hereby release to the CAC, including the City of Cumming, its agents, and employees all rights to exhibit this work in print and electronic form publicly or privately and to market and sell copies. I waive any rights, claims, or interest I may have to control the use of my identity or likeness in whatever media used.

I understand that there will be no financial or other remuneration for recording me, either for initial or subsequent transmission or playback.

I also understand that the CAC is not responsible for any expense or liability incurred as a result of my participation in this recording, including medical expenses due to any sickness or injury incurred as a result.

I represent that I am at least 18 years of age, have read and understand the foregoing statement, and am competent to execute this agreement.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Relationship to Minor if Executing on Behalf of a Minor: \_\_\_\_\_

Witness for the undersigned: \_\_\_\_\_

Signature: \_\_\_\_\_