



2025 Parent Handbook

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Welcome Letter

Dear Parents and Guardians,

Thank you for registering for Mercer College Camps! We are so excited for this upcoming summer.

Here is what to expect in preparation for camp this summer.

- **Pick up and drop off is done at the classroom each day.** You will receive an email with a campus map and the room number the Wednesday before camp begins.
- The week prior to camp we will also send an email asking you to confirm any medical needs*, emergency contact numbers, and anyone designated to pick up your child besides you.
- If your child requires any special accommodations or if you would like to opt out of the photography and video list please email us or use the live chat on our website.
- For lunch your child can bring their lunch or purchase a meal plan or snack. Meal plans can only be purchased online at mercercollegecamps.com/lunch. Even if your camp is later in the summer we ask that you purchase your meal plan now for ordering.

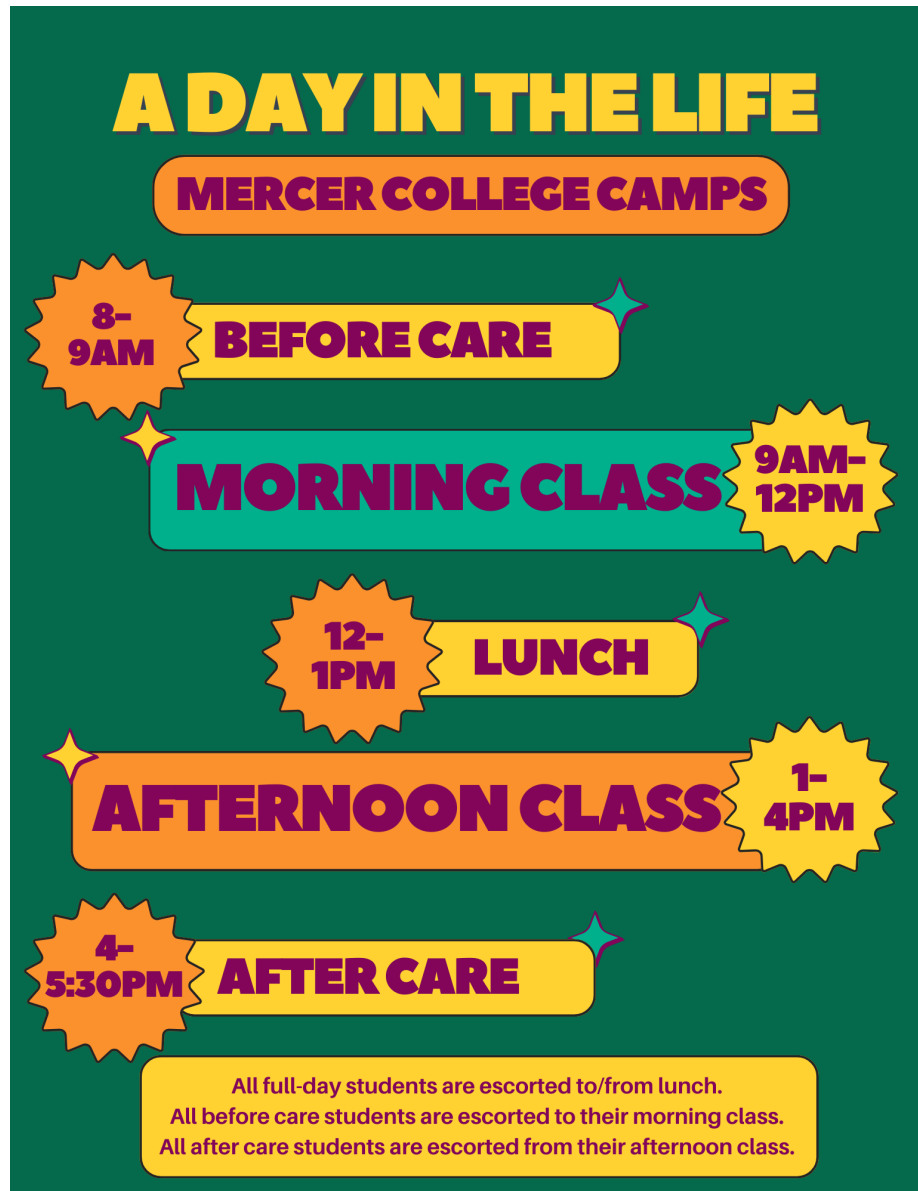
Please take a moment to review [the parent handbook](#) for more information and check email and text messages regularly for important updates and alerts.

Let's have a great summer!

Sincerely,
The Staff at Mercer Camps

**Children must be able to self administer any medication.*

Day in the Life



Mercer Camps Contact Information

All camp related issues or questions should be directed to info@mercercollegecamps.com We also have live chat at [Mercercollegecamps.com](https://mercercollegecamps.com).

The Camp Supervisor can be found at the camp office **Student Center 121**. During the day the supervisor may be in the classroom or cafeteria. If the supervisor is not in the camp office you can use our live chat or send an email info@mercercollegecamps.com or by phone (848) 285-5886. In the event of an emergency you may also contact the campus Police at 609-570-3503

Camp Hours

- Classes run from either 9am to 12pm, 9am to 4pm, or 1pm-4pm. Students may be dropped off 15 minutes prior to class and should be picked up no later than 15 minutes after the end of class.
- There will be no class Friday July 4th in observance of Independence Day.
- Before Care and After Care is available for purchase on the website.

Before and After Care

Before and After Care is available for purchase and students attending are supervised by Mercer College Camps staff members during the program and escorted to/from their classes. Before Care runs from 8:00am-9:00am and After Care runs from 4:00pm-5:30pm.

Drop Off and Pick Up

Drop off and pick up is **in the classroom**. An email will go out the week before with the room directions and a campus map for the best parking locations (also at the end of this document). Please look for camp counselors if you cannot find your room or need assistance. For pick up parents or their designee must provide a photo id and be on the approved list. We cannot release students to anyone who is not on the list.

Reminder that your drop off and pick up will most likely be in different classrooms if your child is registered for 2 different classes in the AM and PM.

Meal Plans and Lunch Supervision

Lunch and snacks are not included in the cost of camps, but the cafeteria will be open and serving food. If you would like to purchase lunch or a snack in the cafeteria please visit <https://mercercollegecamps.com/lunch>

- Meal plans for the week are \$35.
- Students also have the option to purchase snacks only for \$10. (Snacks are included in the lunch package). *These snacks are only available in the cafeteria during lunch- if your child would like a snack mid-morning or mid-afternoon, they will need to bring one from home.
- All food purchases are non- refundable because you are pre-purchasing food.
- The cafeteria does not accept cash or credit card. The only way to purchase meal plans or snacks is with the link above. Vending machines are available and take cash or credit cards.
- Students also have the option to bring their lunch and brown bag it.

All full day campers and students enrolled in an AM and PM class will be supervised at lunch and brought to their afternoon session.

Visitors

For security reasons only campers and camp staff are allowed in the room when camps are in session. Parents should bring their students to the classroom to sign them in and pick them up, but may not stay once class

begins. Some programs have parent celebrations at the end of the week. If your child is enrolled in one of those programs the instructor will let you know.

Sports & Outdoor Camps

If your child is enrolled in a sports or outdoor camp please send them with sunscreen applied and a water bottle sufficient for 3 hours (or 5 hours for a full day). All camps are rain or shine. For Fishing and Sandy Hook camps please send students with a towel and a brown bag lunch.

Covid Procedures (Pending State and Federal Guidelines)

Reporting Illness - If your child is feeling sick, showing signs of COVID, or tested positive for COVID **please do not send them to camp**. Campers who cannot attend or complete their program for COVID reasons may transfer to another week, attend an online camp, or get a refund. Students who have a fever or vomiting should be symptom free for a minimum of 24 hours before sending them back to camp.

Medical/Emergencies

Our policy is Safe - Fun - Learn in that order. The first priority for our staff is always the physical and emotional safety of the campers. By registering for camp and agreeing to our [terms and conditions](#) you authorize camp staff to seek medical assistance for your child in the event of an emergency. Although there is no nurse on duty at Mercer, the Mercer Police are our first responders for all urgent health and safety concerns.

- Campers who carry epi-pens and inhalers are expected to be able to self administer. However, if they are incapacitated the Mercer Police or a staff member will assist.
- The link will take you to the full [Mercer Emergency Management Plan](#) which covers most scenarios.

Student Special Needs

In general students will need the same accommodations in camp that they had during the school year. Please email info@mercercollegecamps.com if your child has specific needs and we will be happy to discuss your child's needs with you. All of the buildings are handicap accessible and in many cases we can accommodate modification requests for curriculum. Although we do our best to provide reasonable accommodations, we do not have the same resources as a school system and are not required to comply with IEP's.

Policies and Procedures

Arrival/ Dismissal - Students can be dropped off at the classroom between 8:45 and 9:00 am for an AM class and 12 and picked up between 12:00 and 12:15 for 9 to 12:00pm classes or between 4:00 and 4:15 for afternoon classes. **Parents must escort students to and from the classroom and sign in and out.**

Designated Pick Up - If you would like someone who is not on the emergency contact list to pick up their child you must provide written permission prior to the pickup to info@mercercollegecamps.com or to the site supervisor. We will not release a child to someone who is not on the list.

Early Pick Up - Parents should notify instructors in the morning if they plan to pick their child up prior to the end of class. In emergencies parents should contact the camp office first before going to the classroom. Classes are often outside for activities and the site supervisor will be able to direct parents to the right place to go.

Late Pick Up - After 4:15 students will be escorted to the after care room until a parent can arrive. Persistent late pick ups will result in after care fees being assessed.

Behavior Violations

Students are expected to behave in a respectful manner to all other students and camp staff. The expectations and rules are similar to any elementary or middle school. See our [Code of Conduct](#) for further explanation.

Mobile Phone Use

Students are allowed to have mobile phones in camp but they should be stored in back packs during the lesson.

Removal from Camp

Most violations of respectful behavior will result in a phone call home, however some behaviors can result in removal from camp. The following are examples of behaviors that could result in removal: violence of any kind, endangering the safety of oneself or others, weapons possession, extreme acts of disrespect to another person, and damage to property. This list is not meant to be comprehensive and there are other behaviors that could result in removal from camp. Anyone removed from camp for behavior will not receive a refund.

Black Rocket and Mercer College Camps

Mercer College Camps is a partnership between Black Rocket and Mercer County Community College. Black Rocket is a nationwide provider of technology programs and summer camp management. The company has partnered with Mercer College for two decades.

General FAQ

Please see this [document](#) for general information about the content of the programs.

Transfers, Refunds, and Cancellations

There are different policies for refunds and cancellations which may be found at the following link [Refunds and Cancellations](#). Most transfers are allowed at any time provided there is room in the camp.

Parking and Campus Map

