



# Student-Athlete/Parent Swim Camp Handbook

2022-2023



Parents and Student-Athletes,

The purpose of this handbook is to provide you with the policies and procedures that are an essential part of the Bolles Swim Camp Boarding Program. During the course of the camp, student-athletes must follow the guidelines set forth, including campers who are 18 years old or older.

As a residential community, we strive to create an environment that promotes personal development safety and inclusiveness. We believe in the importance of trust, honesty and honor and it is our expectation that all members of our community adhere to these values.

– *The Bolles Boarding Swim Camp Staff*

## THE BOLLES SCHOOL MISSION STATEMENT

The Bolles School prepares students for college and life by inspiring excellence, courage, integrity and compassion in an academic community dedicated to nurturing mind, body and soul.

## HONOR CODE

I will maintain my self-respect and respect others.  
I will not lie, cheat, steal or tolerate those who do.

### Dorm Rules

**Boys are not allowed on the Girls wings. Girls are not allowed on the Boys wings.** There are common areas available to socialize in. Breaking this rule may result in immediate expulsion from camp.

No running or horseplay.

All campers must report to their assigned wing at 10:00 p.m. (or time designated by Resident Life Staff).

Keep rooms tidy while at camp. Excessive messes will result in loss of privileges.

Shirts, shorts and shoes are to be worn by campers when leaving for and returning from the pool.

### Resident Life Policies and Procedures

#### Swim Camp Boarder Activities

Special events and camper activities will take place during the camp. These events are an important part of the camper experience and thus are mandatory events for all student-athletes. Transportation and cost of events will be provided for the campers. Incidentals such as meals, snacks or souvenirs are not covered. We suggest campers have a pre-paid credit card for use at camp.

#### Going Off-Campus

Campers will not be permitted to leave campus unless they are with a family member or on a dorm outing provided by the School. Our campers are not permitted to use ride share services such as Uber, Lyft and taxis.

#### Discipline

The rules and regulations of the Swim Camp Boarding Program are designed to create a place where all members of the boarding community – student-athletes and staff alike – can live healthily, happily and safely. Being a part of the community requires all members to abide by the rules and expectations.

Failure to follow rules and expectations may result in loss of privileges and/or dismissal from camp. Dorm rules are included at the end of this Handbook.

#### Dorm Families

We have Bolles Resident Life families that live in the dorms year-round. Campers must respect their privacy while attending camp. This includes being respectful in common areas and in hallways at all times.

#### Dorm Move-Out

A swim camp staff member will conduct a formal inspection of each camper's dorm room before the camper departs. Any damage or necessary repairs may be billed to the occupant(s) of the room.

#### Room Key

Campers do not have room keys while at camp. Swim camp staff have keys and will let campers into their rooms.

## Laundry

The Swim Camp Boarding Program helps student-athletes develop independent living skills. Accordingly, it is the camper's responsibility to see that their personal laundry is done on a regular basis. The dorms are equipped with free washing and drying machines for camper use. Campers will have specific days they can do their laundry and will be posted on their doors while at camp. Please be respectful of everyone's clothing. Do not take out clothing until the cycle is done.

## Money Matters

The Bolles Swim Camp requires that each boarding camper have either a credit card or a prepaid debit card that can be used for routine purchases while at camp. An ATM machine is available on campus for cash access. Campers are strongly discouraged from carrying large amounts of cash.

## Camp Schedule

Campers will have a daily schedule shared by counselors. There will be specific times for the following:

- **On-Wing/Shower Time** (typically 10:00 p.m.): Refers to the time campers return to their wing to prepare for sleep. Counselors will be doing room checks during this time.
- **Quiet time** (typically 12:30-2:30 p.m.): Scheduled time for campers to rest or do quiet activities during the day. Private coaching sessions are offered during this time.
- **Lights-Out:** Refers to the time campers turn off their lights for the night.

## Meals Schedule

Monday – Friday: Breakfast, Lunch and Dinner provided by the School.

*Campers are allowed to order out on Friday & Saturday only.*

7400 San Jose Blvd  
Jacksonville, FL 32217

\*Order must arrive by 10 p.m. Pick up food at the “flagpole”.

## Snacks

Campers may have snack items such as crackers, cookies or candy in their rooms, but all food must be in containers with close-fitting lids to ensure a clean living environment. There will be a grocery trip at the beginning of each session for the campers. A night-time snack will be provided following the evening practices.

## Medical and Health

- If a camper feels ill while at camp, they should check in with the camp staff for further instructions. The camp staff/nurse will determine the best course of action. The Swim Camp Dorm Office will keep a supply of over-the-counter medications for minor illnesses.
- If a camper becomes ill or injured during non-camp hours, they should immediately let a staff member know. The camper will be taken to Care Spot or ER for treatment.
- Prescription medication must be turned in to the Swim Camp Dorm Office. A member of the swim camp staff will be responsible for distributing prescription medication as needed in consultation with the School Nurse.
- All over-the-counter medications (i.e., Tylenol and Advil) and dietary/athletic supplements must first be cleared with the Camp Nurse.
- Concerns about a fellow campers mental, emotional or physical health should be reported immediately to the school counselor or member of the swim camp staff.

### Passports/Travel Documents

Passports and important travel documents are kept locked in the dorm safe. Campers will need to hand over their documents upon arrival to camp.

### Bolles Transportation

The Bolles School will provide necessary transportation to and from the airport on check-in/check-out days. Campers are not permitted to book car services without the expressed permission of camp staff.

### Cell Phones

Campers have the responsibility to use their technology appropriately and failure to do so could lead to limitations in camper access. The Swim Camp will take appropriate measures to ensure that each camper respects the privacy of others in the dorm and to ensure campers get sufficient sleep. These steps may include collecting electronic devices that are being used after lights out. The campers will be provided with WiFi while at camp. Inappropriate use of the WiFi will result in the removal from camp.

### Room Searches

The Bolles Swim Camp reserves the right to perform unannounced room searches and to confiscate contraband, weapons or other items that may pose a threat to the campers, faculty and staff of The Bolles Swim Camp.

### Valuables

All campers are strongly discouraged from keeping large amounts of cash in their possession or in their dorm rooms. Each room is equipped with a safe. If they intend to use it, **the camper will need to supply their own lock**. Campers should not bring family heirlooms, expensive jewelry or any precious items to camp.

### Roommates

We will do our best to accommodate all roommate requests. The roommate request will be included in our pre-camp paperwork. Roommate conflicts will be resolved by the camp staff and should not be done by parents.

## Safety

- **Banned Items:** Due to camper safety and fire department regulations, the following items may NOT be used or stored in the dorms or on campus:
  - *Heat-producing consumer items*
    - Includes candles, incense burners, heating pads, electric blankets, space heaters, etc.
    - Hair dryers and straightening/curling irons are permitted but must be unplugged after use.
  - *Knives and bladed weapons*
  - *Extension cords*
    - Power strips are permitted.
  - *Electronic cooking devices*
    - Hot pots and tea kettles are allowed for use only in the dorm public kitchen/kitchenette areas.
  - *Self-balancing scooters*
    - Hoverboards, battery operated scooters and hands-free segways are not permitted on campus or in any building owned by The Bolles School.
- **Fire and Lockdown drills:** Fire and Intruder drills may be conducted on a regular basis at School and in the dorms throughout the year. Tampering with and or misuse of a fire alarm, sprinkler head, fire extinguisher, smoke detector, or any other fire safety equipment is strictly prohibited and will result in major disciplinary action, as well as financial responsibility.
- **Fire escape doors and staircases** are to be used *only* in the event of an emergency.
- **Furniture** may not be arranged in a way that blocks swift exit from the room, including doors and windows. Doorways must remain clear of obstruction.

## Tobacco, Alcohol, and Other Controlled Substances

The possession and/or use of tobacco & nicotine products (including cigarettes, chewing tobacco, and dipping tobacco, e-cigarettes, vape pens, Juuls, Zyn), drugs and alcohol are strictly prohibited on the campus of The Bolles Swim Camp.

## Camper Relationships

We recognize the friendships formed at swim camp can last a lifetime and are invaluable to the camp experience. Relationships between campers should not evolve to be physical or sexual in nature. This includes electronic transmissions and social media interaction. Camp staff may warn campers about inappropriate behavior. Physical relationships between campers are not permitted in private or public spaces while at camp. Inappropriate relationships may be grounds for dismissal from camp.