



SUMMER CAMP 2018

WELCOME GUIDE

TOP OF THE PODIUM
22370 Davis Drive, #150
Sterling, VA 20164
www.topofthepodium.org





March 2, 2018

Hello Campers,

Thanks so much for registering for summer camp at TOP OF THE PODIUM! We are excited you will be joining us and will be working hard to create a superb camp experience.

Please review this document carefully as it provides important information and should answer many of your questions. If you need additional information, please feel free to call me at 703-509-3728 or email at tomh@topofthepodium.org.

Your camp fees support our 501c3 organization and youth wrestling in our area. So again, thank you very much!

See you this summer!

A handwritten signature in black ink that reads 'Tom'.

Tom Houck
President

22370 Davis Drive, #150 Sterling, VA 20164

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CAMP HOURS

Hours and schedules are listed on each camp's page on our web site. Unless otherwise noted, doors open 30 minutes before camp begins and remain open for 30 minutes afterwards. If you require additional "early care" or "after care," this may sometimes be arranged for a modest fee. If hours are ever adjusted for a particular camp, participants will be notified in advance via email.

Lunch typically occurs somewhere between 11:30-1:00 pm. The exact time may vary depending on the activities taking place. Lunch is not provided, however campers are welcome to pack food and eat at the facility (see more below). Please avoid bringing peanut products into the facility.

ARRIVAL/DEPARTURE POLICY

Parents/guardians should arrive sufficiently early for the first session to sign-in campers (except for high school students who handle this themselves). We open 45 minutes before the session begins on the first day. Parents/guardians are solely responsible for ensuring their campers arrive and depart safely from camp. While drop-off is easier (i.e., you can see them enter the building), we prefer younger children in particular are picked up inside the facility. If you prefer your child be formally signed in/out each day, please let TOP personnel know. Please ensure campers are picked up on time.

Campers are never allowed to leave the facility without express permission from TOP personnel or unless accompanied by parent/guardian. If leaving for lunch or other reasons, the camper must sign out with an authorized adult (unless 16 years or older).

CONTACTING YOUR CAMPER

TOP does not maintain a dedicated phone line, so reaching your camper via his/her cell phone is ideal. If this isn't possible (or in case of an emergency), call or text TOP's Tom Houck on his cell phone at 703-509-3728.

LUNCH AND SNACKS

As previously noted, lunch is not provided. Campers may store packed lunches in our lockers and use the facility microwave to heat food. Limited refrigerator space is also available. Alternatively, campers may visit nearby restaurants if they have transportation. On some days, TOP may arrange to have food available for campers. If so, this information will be communicated in advance via email. Please avoid bringing peanut products into the facility.

Campers generally take one or two breaks in the morning and afternoon. Campers may bring non-peanut snacks into the facility. In some instances, TOP may provide snacks or special treats.

CAMP HYGIENE/CLOTHING

Each camper is responsible for maintaining proper hygiene during camp. This is especially important in a wrestling facility and entails the following:

- Campers should wear clean athletic clothes at all times. This includes t-shirt/compression shirt, gym shorts, socks, wrestling shoes (if applicable), and sneakers if outside activities are planned.



Street shoes and bare feet are not allowed on the wrestling mats. Headgear is optional for wrestling camps but always encouraged. Athletes with braces should bring mouth guards.

- Campers at PA inVAsion, Virginia is for Champions, Joel Caruso's RIP Camp, and our Middle School Team Camp should bring at least one extra shirt to change into before lunch each day. If preferred, individuals may also want to change socks and shorts. TOP does not have shower facilities, but campers are encouraged to wash their hands, face and arms frequently (especially before eating). Restrooms are conveniently located near the activity area, and campers are encouraged to bring towels to wipe down as necessary (these should not be shared with other campers).
- Individuals are highly encouraged to take showers with antimicrobial soap immediately after leaving the facility each day. The TOP Wrestling Store sells DEFENSE soap and wipes which are made specifically for wrestlers. Comparable products (e.g., Hibiclens) are available at most CVS, Target and Walgreens stores. Our store also sells DEFENSE wipes which are very popular for using immediately when practice concludes (especially if an athlete can't take a shower right away).
- TOP takes hygiene and safety extremely serious. Our wrestling mats are cleaned daily (sometimes even more frequently), and TOP personnel will stress the importance of proper hygiene to the campers. If a camper notices a rash, possible skin infection, or other skin lesion during camp, he/she should immediately notify the camp director or an instructor. If a wrestler has a questionable rash/condition when arriving at camp, he/she should bring medical clearance, specifically the NFHS Skin Lesion Form (which can be found on the TOP web site). If doctors or camp personnel determine a camper should not participate due to a potential skin condition, we will encourage the camper to attend camp (but not participate), and a partial refund may be given.
- Campers may wish to bring a hat, sunscreen, or bug spray in cases where they plan to engage in outdoor activities (e.g., Joel Caruso's RIP Camp).

MEDICAL CONDITIONS

When signing in on the first day (as well as on the online registration forms), participants should make TOP personnel aware of any relevant medical conditions or allergies. In the event of a potential injury, TOP prefers to err on the side of caution and will urge (and often require) campers to sit out. In the event of medical emergencies, appropriate action will be taken, including calling medical authorities if necessary. Parents/guardians will be contacted as soon as possible in such instances.



WRESTLING MAT RULES

Please be sure your camper is familiar with standard rules for activities on wrestling mats:

- Campers must wear socks or wrestling shoes on the mats at all times. Bare feet are not allowed.
- No zippers, jewelry, sharp objects, buttons, belts or glitter are allowed on wrestling mats.
- Food and drink are not allowed on the mats. Water fountains are available near the mats. Lunch and snacks should be consumed on the bleachers, locker area or outside of the facility.

INAPPROPRIATE BEHAVIOR

Foul language, unsportsmanlike behavior, bullying, etc. will not be tolerated. Further, campers that continually disturb the group (or specific individuals) will be warned before being required to sit out of activities. When necessary, campers may be expelled due to misbehavior. In all such instances, attempts will be made to contact parents/guardians to keep them informed of the situation.

MISCELLANEOUS

- Parents are welcome to observe camp from our bleachers (if set up) or other standing areas. Unless approval is obtained from an instructor, only staff members are allowed on the mats. When permission is obtained, please follow the above "wrestling mat rules." If siblings accompany parents to a session, please keep them off the mats (and quiet during instruction).
- Parents are welcome to videotape sessions for personal use. Some clinicians don't like their sessions shown on the Internet, so please ask TOP personnel for permission before doing so. Your camper will be able to obtain autographs and photos with instructors during the week.
- For wrestling camps, we encourage campers to have a notepad or tablet on hand to write down key points during breaks or immediately after sessions (see next bullet point on valuables).
- TOP is not responsible for your camper's personal possessions. Lockers are available for use but do not have locks. If your camper has valuable property that must be locked, he/she can request that it be held by TOP personnel. Alternatively, it is acceptable to put a padlock on a locker during the week of camp. If this is done, please notify TOP personnel prior to installing the padlock. Padlocks not removed by the owner at the end of camp will be removed by TOP.
- The TOP Wrestling Store is open frequently during camps. The store sells wrestling shoes, headgear, apparel, DEFENSE soap, and other products. Your purchases support our 501c3 nonprofit organization, so it's a great place to buy gear for camp and the upcoming season!
- TOP maintains a LOST AND FOUND box along the wall near the restrooms. All items picked up at the end of the day are deposited in this area.



- Wi-Fi is available in emergency or important situations. In general, we do not share passwords because the TOP A/V system uses the same Wi-Fi account (and we don't want to affect the campers' experience while spectators are surfing the web).
- Parking may be limited during camps because nearby businesses are operating. TOP has limited reserved spots, but there is typically parking available around the building or in nearby parking lots in the building complex.
- For promotional purposes (e.g., brochures, social media), TOP may take photographs of camp activities. If you do not wish your child to be photographed, please let TOP personnel know. In general, we find kids love to see pics of themselves on our web sites 😊

HOTEL ACCOMODATIONS

For out of town campers, there are numerous hotels in the nearby area. Two hotels recommended by TOP are:

Hyatt House
45520 Dulles Plaza, Sterling VA 20166
703-435-9002

Springhill Suites by Marriott
22595 Shaw Road, Sterling VA 20166
703-444-3944

We also may have host families that are willing to provide accommodations at no charge.

REFUNDS

A full refund less a \$15 administrative fee will be issued for cancellations received at least 30 days prior to camp. A full refund less a \$35 administrative fee will be issued for cancellations received at least 14 days prior to camp.

For cancellations less than 14 days prior to camp, refunds will not be issued except in the case of medical injury or illness. Appropriate documentation from a medical doctor is required. If provided, a full refund less a \$50 administrative fee will be charged. The only exception to this policy is if there is a waiting list and we can refill your camper's spot (only charge is the administrative fee).

If a camper is injured during camp, a prorated refund may be granted if the camper misses significant time from the camp (doctor documentation may be required). Any requests for refunds must be made within 10 calendar days from the conclusion of the camp session.

ANY QUESTIONS?

Please contact:

Tom Houck

703-509-3728 (cell)

tomh@topofthepodium.org

