

MICHIGAN STATE

S P O R T S C A M P

Who will be at check-in?

- Camp office staff to answer questions about registration.
- Camp coaches and/or camp directors to discuss camp content and hand out camp daily schedules.

What to expect at check-in?

At check-in, campers will receive the following:

- Daily Schedule, when and where to report after camp check-in.

Do I need a Physical and Medical Insurance to participate?

No, each participant should have his or her own medical insurance, however, it is not required as all participants are automatically enrolled in MSU's accident insurance plan. Eligible covered expenses will be paid only if they are in excess of other valid and collectible insurance.

What is the Refund Policy?

Should a camper Campers unable to attend camp are entitled to a refund minus a \$55.00 cancellation fee if you mailed/faxed in your application or a \$30.00 cancellation fee if you registered on line **provided you canceled prior to the first day of camp**. All refund requests must be submitted in writing to the camps office **prior to the first day of camp** and the appropriate cancellation fee will be charged **regardless of the reason for cancellation**. **Allow 3-5 business days for refund back on credit cards and 2-4 weeks for check refund**. No refund for any reason including injury or illness will be given once a camper is on campus. Written refund requests can be submitted via fa or email. The fax number is **(517)355-6891** or the email address is msucamps@msu.edu. **Please do not call or leave a message requesting a refund on the camps office line.**

What should I bring to camp?

All personal items the camper brings are at their own risk at MSU is not responsible for lost or stolen items. The following is a list of suggested items only:

- **Cell phones.** Although campers will not be allowed to use cell phones during camp sessions, your child may bring a cell phone, please do so at your own risk. Any misuse of cell phones/cameras during camp will be cause for immediate dismissal from camp and **no refund will be given**.
- **Snacks and Water Bottle.** We will be providing Gatorade products and Water.
- **Sport Specific Equipment.** Please refer to your sports brochure for a list of sports specific equipment to bring to camp or contact your sports office.

Leave Your Camper a Message

In the event of an emergency, you can leave your camper a message by calling the sports office phone number listed on the sports camp website.

Keep Personal Property Safe

Campers should keep their valuables at home. MSU Police will be contacted in the event of personal property theft. MSU is not responsible for lost or stolen personal property.

Lost and Found

During sports camp, all lost and found items will be held in the sports office until the conclusion of camp and then will be turned in to the MSU Police Department. Please contact the MSU Police Dept to inquire about lost items.

Medical Emergency Information

Sports Camp staff are not medical professionals and cannot diagnose or treat any reported injuries or illnesses or administer any medications. In the event of an emergency, staff members are instructed to call 911 immediately. All campers are required to complete a medical form prior to check-in during online registration.

Procedures for Other Emergency Information

The MSU Alert System for emergencies sends out notifications via email, text message, and pre-recorded phone call. If you would like to receive SMS text messages on your cell phone, you can register your phone information by logging in to our system and adding your number, at <http://alert.msu.edu/>.

In case of a weather related emergency, (severe thunderstorm warning or tornado warning), everyone should seek shelter in an interior hallway in the basement or ground level of a building, or in the lowest level of a parking ramp away from windows.

In case of emergencies on campus (accident, suspicious activity, presence of a firearm), the best course of action is to call 911 immediately.

If a "Secure in Place" action is advised (for active violence), you should:

- Lock doors of the room you are in (main doors of building will also be locked).
- Close blinds and turn off lights.
- Find a well-hidden and protected area to hide using objects in the room to barricade with or hide behind.
- Wait for the "All Clear" from the MSU Alert System before leaving your secure location.

Procedures for Early Dismissal

In the instance that a participant needs to leave either temporarily (i.e. for an appointment, family event, etc.) or permanently prior to the end of the program, the participant's authorized parent(s), guardian(s), or other emergency contact(s) must complete the Pick-up/Drop-off/Commuter Form and return it to coach of the camp. When the participant is picked up from the program, sports camp staff will verify the identity of the adult attempting to pick up the participant. Program staff will only permit participants to be released to individuals who have been authorized by the parent(s)/guardian(s), and/or emergency contact(s). In the instance of protecting the safety of all youth participants, local authorities will be contacted if it is deemed necessary by program staff.

In the instance of an emergency or if it has been determined that a participant's behavior violates University and/or program policies and requires early dismissal from the program, program staff will make contact with the participant's approved adult contacts, and the participant's parent(s), guardian(s), or emergency contact(s) must pick up the participant immediately.

Regulations and Disciplinary Action

Summer Sports Camp regulations have been established to maximize learning and fun in a safe environment without infringing on the rights of others.

Verbal Warnings may be administered by any member of the camp staff when campers demonstrate unacceptable behavior deemed hazardous to the individual or others.

Disciplinary Action may be taken by senior camp staff.

Dismissal will be decided by a full-time camp employee in consultation with the camp coach after gathering relevant facts and talking with all involved parties. In the event a camper is dismissed, parents/guardians will be contacted and are expected to make immediate arrangements for their camper's transportation home.

**The MSU Athletic Department and sports camp coaches will be notified in the event of disciplinary action.*

The following may result in a verbal warning and/or disciplinary action:

- Excessive noise or horseplay
- Removal of food from the dining hall
- Playing on or using sporting equipment when not directed to do so by camp staff.

The following may result in a verbal warning and/or room charges:

- Removal of glassware, utensils, and other materials from the dining hall

The following may result in disciplinary action and/or dismissal:

- Smoking or Vaping on campus
- Gambling
- Use of any fire hazard materials (e.g. candles, incense)
- Use of electrical appliances other than radios, stereos, televisions, refrigerators, and personal grooming devices
- Use of cameras and other digital recording devices in showers, restrooms, locker rooms and other areas where privacy is expected by participants.
- Harassment of other campers or staff, including hazing, bullying or cyber-bullying
- Violation of federal, state, and local laws
- Possession and/or consumption of alcohol, illegal drugs, fireworks, weapons on and off campus
- Verbal and physical intimidation or conduct (fighting)
- Sexual harassment, sexual abuse, or other sexually inappropriate conduct
- Tampering with fire alarms or safety or security equipment
- Malicious damage of university or personal property: dismissal and financial restitution
- Theft of personal property or university property
- Setting fires

Sports Camp Program Rules:

- Participants are prohibited from the possession or use of alcohol, tobacco, drugs, fireworks, guns, or other weapons.
- No violence of any kind will be tolerated.
- Sexual harassment, sexual abuse and other sexually inappropriate conduct will not be tolerated.
- Harassment in violation of the University Anti-Discrimination Policy will not be tolerated.
- Hazing and bullying (physical, verbal, or cyber-bullying) will not be tolerated.
- Misuse or damage to university property is prohibited, and participants may be financially responsible for such actions.
- Cameras and other digital recording devices are prohibited in showers, restrooms, locker rooms and other areas where privacy is expected by participants.

Additional Information

Campers are advised not to bring a car or motorcycle to the campus. Violations of federal/state laws will result in dismissal from the program and police involvement.

GPS Addresses

Spartan Stadium: 325 W. Shaw Lane, East Lansing, MI 48824

Jenison Field House: 223 Kalamazoo Street, East Lansing, MI 48824

Smith Center: 282 W. Shaw Lane, East Lansing, MI 48824 (across from Football Stadium)

Munn Ice Arena: 509 Birch Road, East Lansing, MI 48824

Breslin Center: 534 Birch Road, East Lansing, MI 48824

Skandalaris/Clara Bell & Duffy: 771 Chestnut Road, East Lansing, MI 48824

McLane Stadium: 223 Kalamazoo Street, East Lansing, MI 48824

MSU Boathouse: 3205 W. Main St, Lansing, MI 48917 (on the Grand River)

To locate parking lot numbers and maps, please visit: maps.msu.edu

- Call each sport office individually for specific questions on instructions, techniques, camp content, etc.

Phone numbers are listed on our website: www.msuspartans.com

- Call MSU Police Dept for Lost & Found items
- Email the camp office with general questions, on enrollment or requests for change in camp sessions: msucamps@msu.edu

www.sportcamps.msu.edu



@MSUSportsCamps