

OVERVIEW FOR VOLUNTEERS OF KIDS' CAMP

**NATIONAL DOWN SYNDROME CONGRESS
46TH ANNUAL CONVENTION
JULY 12 - 15, 2018
SHERATON DALLAS HOTEL & CONFERENCE CENTER**



Dallas, TX • July 12–15, 2018

Volunteering at Kids' Camp has been described as "life-changing, pure fun, and a blast!" Our program offers a safe, loving environment for children to play, laugh, and meet new friends while their parents attend the General Convention. Many of our volunteers take off work to volunteer, and we have a few consistent volunteers who travel each year to the convention. We love the connection the children and volunteers make throughout the years! All you need is a little patience, love, and a positive attitude, and the experience will surely be rewarding. The kids' faces are the best "thank you" you will ever receive!

Kids' Camp Volunteer Schedule

Session 1:	Friday, July 13	7:00 a.m. – 12:45pm
Session 2:	Friday, July 13	12:45 p.m. – 5:30 p.m.
Session 3:	Saturday, July 14	8:30 a.m. – 1:30 p.m.
Session 4:	Saturday, July 14	2:00 p.m. – 6:15 p.m.
Session 5:	Sunday, July 15	7:30 a.m. – 12:45 p.m.

Types of Volunteers at Kids' Camp

Lead Teachers – These volunteers have experience working at Kids' Camp for many years. They each lead a specific age group of children and are chosen by our Kids' Camp Director. They will be your contact for basic, general questions and will provide volunteer training in their room once you arrive.

Room Volunteers – Room volunteers assist the lead teacher in caring for the children. They ensure the safety of all the campers and engage campers in crafts, games, and educational activities. Volunteers may be required to assist with campers' use of the restroom and diapering duties.

What to Do When You Arrive at the Sheraton Dallas Hotel & Conference Center

Make your way to Volunteer Check-in on the second floor of the hotel near the skywalk that connects the hotel and the Conference Center. At check-in, you will receive your nametag and t-shirt. You will be directed to Kids' Camp located on the fourth floor of the hotel in the City View rooms. All hotel elevator towers have access to the fourth floor. This is where you will sign in, receive your room assignment, and meet your Lead Teacher. The Lead Teacher will instruct you on the plans for that session, provide information on how to handle various situations, and give you information about the kids in your room. The Kids' Camp Director, Lauren Camp, will be your point of contact for any major questions related to Kids' Camp. Your Lead Teacher will also be a resource. **Please check in at the main Volunteer Check-in and Kids' Camp each day that you volunteer.**

How We Determine Volunteer Assignments

When you check in at Kids' Camp, please indicate if you prefer working with a specific age group. We have children ranging in age from 6 months to 14 years old and divide them into rooms based on age. If you prefer working with older kids, younger kids, or simply aren't comfortable with diapers, we will accommodate your request. We want you to feel comfortable! At this time, you may also request to volunteer in the same room as another volunteer or return to the room you helped in for the previous session. Often, we have families, coworkers, neighbors, and friends who enjoy volunteering together and would like to be in the same room. We will do our best to accommodate these preferences.

Volunteer Training

When volunteers first arrive at Kids' Camp, they will check in and receive their room assignment. They will then meet the Lead Teacher for their assigned room. The Lead Teachers have years of experience with Kids' Camp and are a tremendous resource. They will explain the process for check-in and check-out of the children, which is solely their responsibility. In addition, they will describe the activities planned for that session. One of the main rules at Kids' Camp: No child should leave the room unless being properly checked out or leaving for the restroom. Anytime a child leaves to use the restroom, even if it is only one child, two volunteers must go with them. Therefore, we suggest that 2 volunteers take 4 children at a time to the restroom. Your Lead Teachers will explain this and other important instructions when you arrive at Kids' Camp to volunteer.

Typical Kids' Camp Session

We offer a wide range of activities including a magician, exercise circuit, and music time this year. For certain activities, we join together as one big group; for others, the activities rotate among the rooms. The kids always have a blast, and the volunteers love the performers, as well. A typical volunteer to child ratio is 1 to 3 (smaller for younger-aged children). Volunteers engage with the campers and encourage them to participate in activities.

Sample schedule for the older kids:

Check-In/Free Play (45 mins)

Performance – Magician (45 mins)

Snack (30 mins)

Free Play/Restroom (45 mins)

Performance – Storyteller (45 mins)

Free Play/Check-Out (45 mins)

The schedule for infant and toddler rooms includes more free play and less scheduled activities due to diaper changes and required one-on-one attention.

Discipline

Please notify your Lead Teacher or the Kids' Camp Director, Lauren Camp, if a child is misbehaving, causing a disruption, or engaging in a behavior you do not feel comfortable with and would like it addressed. As a volunteer, we do not require or do not want you to address behavior concerns. The Lead Teachers are trained to address these situations and will notify the Kids' Camp Director, Lauren Camp, if they are not able to improve the situation themselves. There is absolutely no hands-on discipline allowed. If the child's behavior is causing harm to themselves or others, they will be promptly removed from the room by the Kids' Camp Director, and parents will be notified. Safety is of utmost importance.

Medical Emergencies

Please indicate upon volunteering if you are a nurse, EMT, have G-Tube experience, or have any other medical background. Parents provide emergency contact information when registering their child.

Snacks, Drinks, Meals, and Breaks

Unfortunately, due to the great number of volunteers, we are unable to provide snacks, drinks or meals, so we recommend you bring your own. Refrigeration is not available. There is a snack time during which the children will be eating. This is a perfect time for you to eat, as well. For those who are volunteering for more than one Kids' Camp session in a day, there will not be time to leave to purchase a meal since all convention attendees break at the same time. We suggest you bring your own meal to eat in between sessions. If you should need a break during your volunteer time, please ask your Lead Teacher.

Kids' Camp Contact Information

Any questions or comments should be directed to:

Lauren Camp

Kids' Camp Director

lauren@ndsccenter.org

302-757-2303 (text or call)