



CSMA Summer Program

Drop-Off & Pick-Up Policies

Full-Day Drop-Off Window: 8:00 a.m.—9:25 a.m.

Camp-Only Drop-Off Window: 9:10-9:25 (9:00 on first day of camp.)

All Campers—Please arrive no later than 9:15 on your first day of camp for the summer, and no later than 9:25 on all other days.

Face Coverings

All children, people who have not yet been vaccinated, and people with any symptoms of illness (that are KNOWN NOT to be COVID-19) must wear masks or face coverings inside the building. We will assume honesty, and do not need proof of vaccination.

NOTE: Students may not attend if a household member has symptoms of COVID-19 and has not been tested. See COVID-19 policies for details.)

First Day of Camp

- On your first day of camp for the summer, we will verify that all paperwork has been submitted. If we are missing paperwork, we will ask you to stay to complete it before you leave your child in our care.
- On your first day of camp for the summer, a CSMA staff member will escort each parent/guardian and child(ren) through the drop-off procedure and show them where to put their summer items and where to begin their day.
- After their first day of camp for the summer, parents/guardians will take their child through the drop-off procedure without a staff member.
- Lockers/Cubbies are for swimsuits, towels, water shoes, and extra clothing only. Students ages 6+ will be assigned lockers on the second floor to keep these items. Students ages 4-5 will be assigned cubbies in “The Jungle”

Drop-Off Procedure

- Park in a parking spot in front of the building and walk with your child(ren) to the front door of the building.
- If a staff member does not meet you at the door, please ring the doorbell at the main entrance.
- A CSMA staff member will open the door to let you in.
- All parents/guardians must walk in with their child(ren) and sign-in each day and attest to child wellness.
- Wash hands in 1st floor bathrooms
- Drop off snack(s) and Lunch in the Great Room.
- Students with lockers—Drop off locker items (if needed)
- Drop child in their designated classroom (before 9:15) or in the Great room (after 9:15)



CSMA Summer Program

Drop-Off & Pick-Up Policies

Full-Day Pick-up Window: 3:30-5:00 (If you would like to pick your child up before 3:30, please send an e-mail to admin@cyprusclassicalacademy.com and let our staff know what time you will pick your child up.

Camp-Only Pick-up Window: 12:15-12:30

Pick-Up Procedure

- Park in a parking spot in front of the building and walk to the front door of the building.
- If a staff member does not meet you at the door, please ring the doorbell at the main entrance.
- A CSMA staff member will open the door to let you in.
- Parents/Guardians must sign their child out each day in the library.
- Children will typically be playing outdoors in their swim attire until approximately 4:30 (weather permitting), when they will come inside to change back into their clothing.
- If children are playing outdoors, the pick-up person must:
 - Go to the play area via the back entrance.
 - Connect with a staff member and show ID to check their child out of the program.
 - We recommend that children change back into clothing before they leave so that they always have swim attire and a towel at camp. (They may use the bathrooms upstairs if they have a locker and on the first floor if they have a cubby.)
 - Hang swim attire and towel in cubby so that they will dry overnight.
 - We highly recommend that campers change back into shoes and that their water shoes remain at the school for the duration of camp.
 - Check child's "out-box" for items to take home.
 - Retrieve lunchbox and snack leftovers and water bottle.

NOTE: Parents/Guardians must sign their child out each day in the library **AND** Check out in-person with a staff member.

- All children, people who have not yet been vaccinated, and people with any symptoms of illness (that are KNOWN NOT to be COVID-19) must wear masks or face coverings inside the building. We will assume honesty, and do not need proof of vaccination.

NOTE: Students may not attend if a household member has symptoms of COVID-19 and has not been tested. See COVID-19 policies for details.)