

# PARENT HANDBOOK 2025

**A SPORTS + ARTS CAMP OF WEST RIDGE CHURCH**



**June 9 - 13 // 6pm-9pm**

- Check-in June 8<sup>th</sup> / 10am – 2pm @ WRC
- Drop-Off begins 5:45pm / Mon-Thurs
- Friday Night Family Finale @ 6pm
- Livestream Large Group Each Night (on the West Ridge Kids YouTube Channel)

***#SURGEcamp***

***www.WestRidge.com/SURGE***

# TABLE OF CONTENTS

<b>TABLE OF CONTENTS</b>	<b>pg. 1</b>
<b>#1 - WHAT IS SURGE CAMP?</b>	<b>pg. 2</b>
<b>Overview of Camp</b>	<b>2</b>
<b>Some of the Basics</b>	<b>2</b>
<b>#2 - WHAT DO I NEED TO DO BEFORE CAMP?</b>	<b>pg. 2</b>
<b>Kid Registration</b>	<b>2</b>
<b>Kid Check-In</b>	<b>3</b>
<b>#3 - WHAT DO I NEED TO KNOW FOR CAMP WEEK?</b>	<b>pg. 3</b>
<b>Parking &amp; Going in</b>	<b>3</b>
<b>Camp Security, Snack and Hydration, &amp; Dismissal</b>	<b>4</b>
<b>Late Pick-Up, Shuttle Buses, In Case of Emergency, &amp; Sunscreen/     Bug Spray / Medication</b>	<b>5</b>
<b>Wellness Policy &amp; Inclement Weather</b>	<b>6</b>
<b>#4 - HOW DO I STAY INFORMED?</b>	<b>pg. 7</b>
<b>#5 - WHAT DOES MY CHILD'S SCHEDULE LOOK LIKE?</b>	<b>pg. 7</b>
<b>SURGE Schedules</b>	<b>8</b>
<b>#6 - SURGE MAPS</b>	<b>pg. 8</b>
<b>WRC Upstairs &amp; Downstairs</b>	<b>9</b>
<b>WRC Outside&amp; EPMS Outside</b>	<b>10</b>
<b>EPMS Inside</b>	<b>11</b>
<b>Large Group Seating Chart</b>	<b>12</b>

# #1 - WHAT IS SURGE CAMP?

## Overview of Camp:

SURGE is a Christ-centered, weeklong, evening summer camp for kids who will be entering 1st - 6th grade in the fall of 2025 (current K - 5th graders). The camp offers coaching in various sports, instruction in the arts, or STEM activities all led by trained team members. In addition to participating in sport or art activities, campers will gather for a large group time and in small groups each night to learn about the Bible and to explore God's love for us...IN VERY EXCITING WAYS!

## Some of the Basics:

All camp tracks (sport, art, or STEM activities) cost \$80.

Each child will choose ONE sport, one art, or ONE STEM class to be part of for the entire week.

Each child will receive a SURGE t-shirt and a "buff" they need to wear each night of camp. All the kids' t-shirts will be the same color, but their buffs will be different colors depending on their specific track (sport or art).

## Monday – Thursday:

Camp is from 6 to 9 p.m. nightly. Drop-off begins at 5:45.

Kids will be assigned to a small group with 6-10 kids of similar ages and will be under the supervision of a small group leader (SGL) from the time they are dropped off until they are picked up.

Kids will participate in their sport or art at West Ridge Church (WRC) or East Paulding Middle School (EPMS).

They will also participate in a large group gathering in the WRC Worship Center and small group lessons in their designated areas.

## Friday:

EVERYONE (Yes, that includes you, parents! 😊) will meet together at West Ridge Church at 6 p.m. for the last Large Group of SURGE that we like to call the SURGE Friday Night Family Finale. You will be in charge of and participate with your kids at this event. Feel free to bring the whole family, some friends, and a few neighbors too (even if they didn't participate in SURGE during the week)! Large Group at West Ridge should wrap up about 7:15 and then there will be an optional adventure you can go on with family and/ or friends after that.

# #2 - WHAT DO I NEED TO DO BEFORE CAMP?

## Kid Registration:

Kids MUST be registered in advance to attend SURGE. Kid registration opens at [westridge.com/SURGE](http://westridge.com/SURGE) at 6:09 p.m. on Sunday, April 27<sup>th</sup>.

WEST RIDGE KIDS PRO TIP: Invite friends ahead of time. Find out a few tracks your kids AND THEIR FRIENDS are interested in. Reiterate that all SURGE tracks are awesome, so they will have fun in whichever they end up doing. Then **sign up early** (ENCOURAGE YOUR KIDS' FRIENDS' PARENTS to sign their kids up early, as well!) **because tracks fill up quickly.**

The deadline to register is 11:59 p.m. on Sunday, May 18th. Cutting off registration at this time allows our SURGE team to order t-shirts, print nametags, assign kids to small group leaders and more.

If spots are still available after registration, we will offer ONE DAY of late registration ONLINE at [www.westridge.com/SURGE](http://www.westridge.com/SURGE) on Sunday, June 1st from 2 p.m. until Monday, June 2nd at 11:59 p.m. Open slots will be offered on a first come, first serve basis

### **Kid Check-In:**

Kids who have registered for SURGE must check-in before camp. Check-in will be offered at West Ridge Church in the Discovery Room under the stairs on Sunday, June 8th from 10 a.m. - 2 p.m. and at Camp Central (WRC Help Center located in the atrium) on Monday, June 9th from 3 p.m. - 5 p.m. At check-in, all kids will receive a bag that contains:

- Your kid's SURGE t-shirt, colored buff, water bottle, and an envelope with two parent pick-up tags that will match your kid's SURGE nametag number. (Kids get their nametags from their small group leaders at camp drop-off on Monday evening).

## **#3 - WHAT DO I NEED TO KNOW FOR CAMP WEEK?**

### **Parking:**

Both the Hwy 92 and Dallas Hwy Wal-Mart entrances and exits to WRC will be open. The EPMS main entrance and exit will be open, and you can also enter and exit EPMS through the East Paulding High School parking lot. There will be a parking team to assist with traffic flow and any questions you may have at both campuses. Please use caution and pay attention to the parking team's directions.

### **Going In:**

If your child is an upcoming 1<sup>st</sup> – 3<sup>rd</sup> grader, you should take them DIRECTLY to their chosen track (sport, art, or STEM) location to meet their small group leader (SGL) and start the night.

If your child is an upcoming 4<sup>th</sup>-6<sup>th</sup> grader, they will begin the night in Large Group in the WRC Worship Center! Enter the Worship Center through one of the front doors (inside the church on either side of the Help Center in the atrium), and then look for a sign with your kid's track name on it (Soccer, Beautiful Bakery, Woodworking, etc.) Head to that sign, and you should find all the SGLs for that track waiting for your kid there. See the map of the large group track assignments on page      of this handbook.

**Please, NO entering or exiting through the Worship Center side doors!**

There will be Guest Services Volunteers located at WRC & EPMS to further assist you on arrival. They will be wearing SURGE shirts and holding up signs that say, "How may I help you?"

### **Camp Security:**

There will be Security Team Members located throughout the SURGE campuses to help ensure the safety of all team members and participants.

No one will be allowed to work with camp participants without a name badge and a SURGE t-shirt which shows that they have been cleared to serve with kids.

From drop-off until dismissal, each kid will be required to stay with his or her SGL.

**For security reasons parents are unable to watch tracks (outdoors or indoors). Please drop your kid(s) off and then leave campus or stay in your car until pick up time at 9 p.m.**

The exception to the above rule is that parents are allowed to observe large group time in the WRC Worship Center, but as a security measure, we require that you have your parent pick-up tag and stay in the back of the Worship Center in the section labeled "Parent Viewing."

### **Snack and Hydration:**

We will NOT provide snacks for kids at SURGE camp, but they will need a snack. Please send your child with a packed and labeled snack each night. Your kid's SGL will have a group bag where snacks can be kept. (Please note that the 1<sup>st</sup>-3<sup>rd</sup> graders do NOT have snack until 8:15 p.m. each night, so be sure that they do not come to camp hungry). Your kid should bring their SURGE water bottle or another one of their choosing LABELED with their name each night of camp. Water fountains will be accessible to kids participating in indoor tracks, and we will provide water coolers for kids in outdoor tracks.

### **Dismissal:**

Rising 1<sup>st</sup>-3<sup>rd</sup> graders will be picked up at 9 p.m. in the WRC Worship Center. You will need your parent pick-up tag to enter the Worship Center through one of the front doors (inside the church on the right side of the Help Center in the atrium), and then look for a sign with your kid's track name on it (Soccer, Beautiful Bakery, Woodworking, etc.) Head to that sign, and you should find your kid and their small group there. See the map of the large group track assignments on page 12 of this handbook.

Rising 4<sup>th</sup>-6<sup>th</sup> graders will be picked up at 9 p.m. in their track location.

We kindly ask you to NOT pick your kids up or encroach on their group's space until 9 p.m. each night. This will allow them to get optimal time in their track.

At 9 p.m., your kid's SGL will be required to check your parent pick-up tag number against your kid's nametag number to make sure that they match.

**No kid will be allowed to leave their designated dismissal area without proper tag matchup.**

**THERE WILL BE NO EXCEPTIONS to the above rule. If you lose your parent pick-up tag or forget it, you MUST stop by Camp Central on your kid's campus (*WRC Help Center in the Atrium or EPMS in the pop-up tent – see EPMS map*) with a valid form of I.D. to get a temporary tag made BEFORE you go to your kid's designated dismissal location.**

SGLs will need to keep your kid's lanyard and nametag Monday – Wednesday, but on Thursday night, kids can take their nametags and lanyards home after dismissal. **On Thursday, we need SGLs to take the lanyards and nametags off the kids and put them around the parent's neck as you leave so that we know that your child has already been checked out.**

*\*\*If you have an emergency, and you need to pick your kid up early from camp, you must go to Camp Central at the campus where your kid will be at that time (check the schedule on page 8 to know where your kid will be at any given time). Camp Central will then radio for a team member to bring your kid to you, and that team member will check your parent pick-up tag against your kid's nametag.*

### **Late Pick Up:**

At 9:15 each night, SGLs and any kids that are still in their track locations because they have not yet been picked up will head to the WRC Worship Center for late pick up. Please note that groups are coming from all over the WRC Campus and riding buses from EPMS, so it may take them anywhere from 5 to 15 minutes to arrive to the WRC Worship Center. For late pick up, you will need your parent pick-up tag to enter the Worship Center, and then you will find your kid near the sign with their track name (Volleyball, Mad Science, etc.). Your kid's SGL will still need to check your parent pick up tag against your kid's nametag in order to release them to you.

### **Shuttle Buses:**

Shuttle buses will be used Monday - Thursday to transport kids participating in tracks located at EPMS to and/ or from WRC.

### **In Case of a Medical Emergency:**

There will be a medic team at Camp Central on both campuses to respond to any medical needs or emergencies. If an emergency occurs, we will use the permission/waiver you (the parents) filled out during registration to call emergency contacts.

### **Sunscreen, Bug Spray and Medication:**

If you think your child may need sunscreen or bug spray, please apply it before bringing them to camp.

If your kid takes any type of medication to help with behavior, attention span, etc., we ask that you give it to them a little later in the day during camp week so that it will still be in their system while participating in SURGE each night.

Also, it is important that you know that West Ridge Kids staff and team members WILL NOT administer any medication EXCEPT in life threatening situations when there is not enough time for a parent to arrive on the scene.

HOWEVER, if your child has a medical condition that may require immediate medication (Examples: epi-pen or inhaler) that they are familiar with taking on their own, you may bring this medication in a bag LABELED with their name and any pertinent information. Give the bag to your kid's SGL each night.

*PLEASE NOTE: SGLs will not administer medication, nor will they be held responsible for lost or stolen medication.*

### **Wellness Policy:**

To ensure the health of children and volunteers, we ask that sick children NOT attend camp.

The Committee of Control of Infectious Diseases of the American Academy of Pediatrics says that a child should NOT leave home when any of the following symptoms have existed within a 24-hour period:

1. Fever
2. Vomiting or diarrhea
3. Common cold (*from onset through one week*)
4. Any unexplained rash
5. Any skin infection – boils, ringworm, or impetigo
6. Untreated pink eye or other eye infection
7. Lice, including eggs or nits

### **Inclement Weather:**

Weather notifications that would cause changes at camp will be distributed using a mass email to parents, so please check for an email before drop-off and before pick-up each night. Below is our basic plan for bringing outdoor tracks inside due to inclement weather. (FYI, SURGE does NOT consider rain inclement weather).

#### **WRC Outdoor Tracks**

Backyard Games – Upstairs Near WR Kids Desk

BMX - Upstairs in Gallery Past the Elevator

Dodgeball – One side of Student Theater

Grill Masters –Atrium to right of stairs (Can use kitchen for food prep)

Kid vs. Wild – Upstairs Near Men's Restrooms

Ninja Warrior – WR Kids Hall Near Theaters

RC Cars – Atrium Near Men's Restrooms

Skateboarding – Upstairs Near Women's RR

#### **EPMS Outdoor Tracks**

Baseball – 600 Hall

Field Day Fun – 400 Hall

Football – Cafeteria

Soccer – 800 Hall

Tennis – 700 Hall

Rocket Blast –Hallway in front of gym

Volleyball – 500 Hall

If the Inclement Weather Plan is put into place BEFORE the start of SURGE, 1<sup>st</sup>-3<sup>rd</sup> graders participating in an OUTDOOR track should be dropped off at the locations listed on the previous page. All other 1<sup>st</sup>-3<sup>rd</sup> graders still report to their regular track locations, and 4<sup>th</sup>-6<sup>th</sup> graders still report to the WRC Worship Center.

If the Inclement Weather Plan is in place AT THE END of SURGE, 4<sup>th</sup>-6<sup>th</sup> graders participating in an OUTDOOR track should be picked up at the locations listed on the previous page. All other 4<sup>th</sup>-6<sup>th</sup> graders will still be picked up in their regular track locations, and all 1<sup>st</sup>-3<sup>rd</sup> graders will still get picked up in the WRC Worship Center.

## #4 - HOW DO I STAY INFORMED?

If you need to contact our West Ridge Church Kids Ministry Team about SURGE before, during or after camp, please call the church at 770-222-2125 ext. 367 or email us at [SURGE@westridge.com](mailto:SURGE@westridge.com)

When registering your kid for SURGE, please ensure that we have your correct cell phone number and your correct email address. We will keep you in the know with pertinent information in preparation for camp. Then during camp, we will send you daily updates and exciting camp news.

We will LIVE STREAM Large Group each night at 6 p.m. at [www.WestRidge.com/KidsYouTube](http://www.WestRidge.com/KidsYouTube).

You can also follow our Instagram feeds @WestRidgeKids and @WestRidgeChurch.

## #5 - WHAT DOES MY KID'S SCHEDULE LOOK LIKE?

We will be operating with four different schedules depending on your kid's grade and track location. All four schedules are listed on the next page.

*\*\*Three Quick Reminders for Understanding the Schedules:*

- 1. "Track" = Sport or Art or STEM activity*
- 2. All 1<sup>st</sup>-3<sup>rd</sup> graders get dropped off in their track location, but they get picked up in the WRC Worship Center.*
- 3. All 4<sup>th</sup>-6<sup>th</sup> graders get dropped off in the WRC Worship Center, but they get picked up in their track location.*



## 1st - 3rd Grade Schedule Monday-Thursday

### West Ridge Church Tracks

5:45 - Drop-off Begins in Track Location  
6:00 - Track Begins  
7:10 - Track Ends & Head to Worship Center  
7:20 - Large Group Begins  
8:10 - Large Group Ends  
8:15 - Small Group Begins  
(Have Snack During Small Group)  
9:00 - Small Group Ends & Parent Pickup Begins  
In the Worship Center  
9:15 - SGLs & Remaining Kids Stay in the  
Worship Center for Late Pickup

### East Paulding Middle School Tracks

5:45 - Drop-off Begins in Track Location  
6:00 - Track Begins  
7:00 - Track Ends, Bathroom, & Bus to WRC  
7:20 - Large Group Begins  
8:10 - Large Group Ends  
8:15 - Small Group Begins  
(Have Snack During Small Group)  
9:00 - Small Group Ends & Parent Pickup Begins  
in the Worship Center  
9:15 - SGLs & Remaining Kids Stay in the  
Worship Center for Late Pickup

## 4<sup>th</sup> – 6<sup>th</sup> Grade Schedules Monday – Thursday

### West Ridge Church Tracks

5:45 - Drop-off Begins in Worship Center  
6:00 - Large Group Begins  
6:50 - Large Group Ends & Head to Track Location  
7:00 - Small Group Begins  
(Have Snack During Small Group)  
7:50 - Small Group Ends & Track Begins  
9:00 - Track Ends & Parent Pickup Begins  
9:15 - SGLs Take Remaining Kids to the  
Worship Center for Late Pickup

### East Paulding Middle School Tracks

5:45 - Drop-off Begins in Worship Center  
6:00 - Large Group Begins  
6:50 - Large Group Ends, Bus to EPMS, Bathroom  
7:10 - Small Group Begins  
(Have Snack During Small Group)  
8:00 - Small Group Ends & Track Begins  
9:00 - Track Ends & Parent Pickup Begins at EPMS  
9:15 - SGLs & Remaining Kids Ride a Bus to the  
Worship Center for Late Pickup

### Thursday Parent Sneak Peek

*(Spend time in your kid's track area seeing what they have been doing at camp – Thursday only)*

1<sup>st</sup>-3<sup>rd</sup> grade at drop-off = 6-6:15 p.m.

4<sup>th</sup> -6<sup>th</sup> grade at dismissal = 9-9:15 p.m.

### Friday Night Family Finale for ALL Ages

*(Parents and siblings will stay and participate with their camper at this event!*

*Friends and family that didn't attend SURGE are also welcome to come!)*

6:00-7:15 p.m. SURGE Recap Video and Last SURGE Large Group in the WRC Worship Center

7:15-9:00 p.m. Families go off campus for an adventure together!

## #6 SURGE MAPS FOR WRC & EPMS

*(Stay tuned...Maps coming soon on next several pages )*

**West Ridge Church Downstairs**  
**West Ridge Church Upstairs**  
**West Ridge Church Outside**  
**East Paulding Middle School Outside**  
**EPMS Inside**  
**Large Group Seating Chart**