



280 Chester Street, Saint Paul, MN 55107 | (651) 300-3705
info@internationalelitegymnastics.com | www.internationalelitegymnastics.com

2025 Summer Camp Policies and Procedures

Registration and Payment:

- Pre-registration is required for all campers. You can sign your child up for an entire week, full or half days, through our website: www.internationalelitegym.com/camps. To register for single days, full or half, you must call us at 651-300-3705, to get a direct link to register.
- A Parent Portal account and advanced online registration are required before coming to camp.
- Full payment is due upon registration.
- No refunds will be issued for missed days. A credit may be requested, in writing, for absence accompanied by a doctor's note.

Drop-off and Pick-up:

- Full-day and Half-day AM Drop-off time: 8:30 AM
- Half-day AM Pick-up time: 11:30 AM
- Half-day PM Drop-off time: 12:30 PM
- Full-day and Half-day PM Pick-up time: 3:30 PM

Sign in and Out

- Parents must sign their camper in at the front desk at drop-off.
- Campers must be signed out at the front desk at pick-up.
- Only authorized individuals listed on the camper's registration for may pick up a child. ID may be required.
- Late pick-up fee: \$1 per minute if picked up more than 10 minutes past scheduled pick-up time (e.g. after 3:40 PM for full-day campers with a 3:30 PM pick-up.)

Camper Groupings

- At the start of each day, campers will be divided into smaller groups by age (5-9 and 10-14) and gender. Campers will stay with that group for the duration of the day. You can send any questions you may have regarding this policy to info@internationalelitegymnastics.com.

Camper Requirements

- All participants MUST be fully potty trained and bathroom independent at the time of registration.
- Must meet age requirements by first day of their registered attendance (5-14 years old).
- Please label every item send with your camper.
- Campers should wear a leotard or well-fitting athletic clothing (no zippers, buttons, or excessively loose clothing) and bring:
 - Reusable water bottle (We have water fountains)
 - Change of clothing in case of accidents (Optional)
 - Gymnastics grips (Only for campers already using grips)



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Health and Safety

- Campers must be free of fever, vomiting, diarrhea or other contagious illness for a minimum of 24 hours, without the use of medication, before attending camp.
- Injuries or illnesses that occur during camp will be documented and parents will be contacted.
- First aid will be administered by certified staff as needed.
- Emergency contact information must be current and accessible.

Behavior Expectations

- Respect for coaches, staff, and fellow campers is required at all times.
- Bullying, rough play, or inappropriate language will not be tolerated.
- Disciplinary actions may include:
 - Verbal warning
 - Time-out
 - Parent notification
 - Removal from camp for repeated offenses (no refunds)

Facility Safety Rules:

- No running, flipping, or horseplay outside designated activity areas.
- Campers must follow all instructions from coaches and staff.
- Only one camper on each apparatus at a time, unless otherwise instructed.
- Shoes must be removed before entering the gymnastics area.

Daily Schedule

- 8:30 AM: Drop off (Full-day and Half-day AM Campers)
- 8:30 AM – 8:45 AM: Warm-up and stretching
- 8:45 AM – 9:30 AM: Event 1
- 9:30 AM – 10:15 AM: Event 2
- 10:15 AM – 10:30 AM: Snack Time
- 10:30 AM – 11:00 AM: Gymnastics Games
- 11:00 AM – 11:30 AM: Open Gym
- 11:30 AM: Pick-up (AM Campers)
- 11:30 AM – 12:30 PM: Lunch and Quiet time (Full-day Campers)
- 12:30 PM: Drop-off (PM Campers)
- 12:30 PM – 12:45 PM: Warm-up and stretching
- 12:45 PM – 1:30 PM: Event 3
- 1:30 PM – 2:15 PM: Event 4
- 2:15 PM – 2:30 PM: Snack Time
- 2:30 PM – 3:00 PM: Gymnastics Games
- 3:00 PM – 3:30 PM: Open Gym
- 3:30 PM: Pick-up (Full-day and Half-day PM Campers)



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Lunch and Snacks

- Snacks: We will provide snacks for all campers, Full-day and Half-day, during designated snack times. If your camper has special dietary restrictions or a special diet, please send snacks (1 for Half-days, 2 for Full-days) with them to ensure they have a safe snack to eat.
- Lunch: Full-day campers will have lunch time from 11:30AM – 12:30 PM. We have 2 options for lunch; home lunch or catered lunch provided by us at an additional charge.
- There will NOT be access to a refrigerator for campers, so please keep that in mind when packing lunches and snacks.

Inclement Weather

- Facility closures due to extreme weather will be communicated via email and/or text.

Photo and Media Release

- Parents must sign a release form if they agree to allow their child to appear in photos/videos used for promotional purposes.

Communications

- Weekly emails will include updates and reminders.
- A designated staff member will be available at check-in/check-out for questions.
- Emergency contacts will be called immediately in case of serious injury or illness.