

Southern Methodist University  
Department of Campus Recreation



# **Hilltop Sports Camp Parent Handbook**

[www.smu.edu/recsports/hilltop](http://www.smu.edu/recsports/hilltop)

Summer 2025

# **SMU Hilltop Sports Camp**

## **Parent Handbook**

### **Camp Mission Statement**

To provide a variety of opportunities, both conventional and non-conventional, for kids to maintain healthy and active lifestyles during the summer.

### **Camp Activities:**

At Hilltop Sports Camp we work to make all of our activities inclusive to every level of ability. Therefore, we play a variation of the following sports: basketball, soccer, baseball/softball, volleyball, and dodgeball. A variety of fun fitness activities get our campers moving in new ways. Variations of tag and other PE games are included in our activity list. Campers will swim every morning and each camper will have the opportunity to scale the rock-climbing wall throughout the week.

### **Overview of Day:**

9 a.m. - Swim Time

10:10 a.m. - Snack Time

10:30 a.m. - Sport and Fitness Activities

Noon - Lunch

1 p.m. - Sport and Fitness Activities

3 p.m. - Camp Day Ends

## **Camp Registration**

Registration will open on Monday, February 10<sup>th</sup>, with registration being first come, first served. **All online registration forms must be completed in full and payment received in order for a camper to be considered registered and their spot reserved.** Those registered or paid after May 1st will not be guaranteed a camp shirt.

## **Payment**

Payment must be made online at the time of registration by credit card.

## **Wait List**

Parents will place names on the wait list via the camp registration software. Waitlist priority will be in the order in which they are received.

## **Buddy Requests**

Up to 2 campers can request to be placed in the same group. These requests are never guaranteed. If any behavioral issues arise, we reserve the right to move campers to a different group. Buddy requests must be made during the time of registration. Buddies cannot be more than one year older or younger than their requested buddy.

## **Drop-off and Pick-up**

Regular camp hours are 9 a.m.-3 p.m. daily. Before Care is offered from 8 a.m. – 9 a.m. and After Care is offered from 3 p.m. – 5 p.m. for an additional fee. The rate is \$30 for before care and \$60 for after care. Hilltop Sports Camp officially closes at 5 p.m.

\*\*If a camper is not picked up by 5 p.m., a \$10 fee will be charged for the first 5 minutes, then \$1 per minute after that time. For example, if a child is picked up at 5:03 p.m., a \$10 late pick up fee will be charged. If a camper is picked up at 5:07 p.m., a \$12 late pick up fee will be charged.

## **Drop-off**

Campers should be dropped off in the Dedman Center Lobby. Parking on campus may change with each camp session. See the specific camp session email for parking details.

## **Pick-up**

Parents are welcome to pick up their children starting at 3:00pm. If you come earlier, your child may not be ready. **A photo I.D. must be presented at the time of pick-up, and the designated pick-up person must be listed on the approved pick-up list for each child they will be picking up. If the individual is not listed as the designated pick-up person, the camper(s) will not be released to the individual.**

## **Absences and Late Arrivals**

Attendance is taken each morning at drop-off. Please alert a member of the camp staff by 9:00 a.m. if your child will not attend camp on any given day. You may notify a member of the camp staff by calling the camp phone at 214-768-6104 or emailing [gabrielc@smu.edu](mailto:gabrielc@smu.edu) . If a child is absent and a member of the camp staff is not notified the absence will be verified by a member of the camp staff no later than 10:30 a.m. each day.

## **Notes-Special Arrangements**

Special arrangements for your camper to arrive late or leave early can be accommodated if advance notice is given. This notice should be given in writing at pick-up or drop-off. E-mail is also acceptable.

## **Snacks & Vending Machines**

We will take a snack break mid-morning each day. Please pack a water bottle and healthy snack for your camper. The vending machines in the Dedman Center are off limits to Hilltop Sports Campers throughout the camp week. Please do not send money with your camper as they will not have access to the vending machines.

## **Lunch**

Lunch is taken each day around 12 p.m., and campers are to provide their own lunch **AND** a snack each day. The sack lunches should be packed in a container that can keep food cool, but that are also easy to carry to our designated lunch location.

## **Beating the Summer Heat**

It's hot in Dallas! For this reason we keep the campers indoors for the vast majority of the day. However, we do eat snack at 10 a.m. and lunch at 12 p.m. outdoors each day. Please send a water bottle with your camper each day. The camp staff will make sure your child has the opportunity to stay properly hydrated and is protected from the sun.

## **Rainy Days**

We have fun at camp, rain or shine. If it is a rainy day we will stay indoors throughout the day, including lunch. Pick-up and drop-off procedures will remain the same regardless of inclement weather.

## **Behavioral Expectations**

Hilltop Sports Camp provides a fun, relaxed and happy environment for your child. Our camp experience is structured and it is important that we maintain control through appropriate rules and policies. Your child will be informed of our camp expectations and the manners they will need to use to form new relationships. We are committed to quickly resolving any conflicts that may arise. On occasion a “time out” may be necessary to give a child the opportunity to regroup. Persistent negative behavior may result in a child being removed from an activity. Parents will be notified immediately of any persistent attitude and/or behavioral problems. Continued problems may require a conference with the camp director. In rare instances dismissal may be necessary.

## **Emergencies**

All Hilltop Sports Camp counselors are certified in CPR and Standard First Aid through the American Red Cross. In case of an emergency or accident involving your child, you will be notified immediately by a member of the professional camp staff. We request that you alert us to any allergies or special needs your campers may have at the time of registration. Please notify us if there are any changes or additions to this information. If you have an emergency and need to get in touch with your child, call the camp phone at 214-768-6104.

## **Emergency Contact During Camp Hours**

Camp Director:

Gabe Cruz; [gabrielc@smu.edu](mailto:gabrielc@smu.edu); 214-768-6104

Dedman Center for Lifetime Sports

Front Desk: 214-768-3374

## **Valuables**

Please do not send any valuables with your camper, including electronics, money or anything of sentimental value. We will not take responsibility for lost or damaged items.

## **Appropriate Attire/Footwear**

Please be sure that your camper is wearing tennis shoes and socks each day. **Crocs and flip-flops are not allowed at camp, except for swim time.** Shorts and a t-shirt are ideal for camp attire. Campers should be sent each morning in their swimsuit with their towels readily available, they will swim first thing every day.

## **Lost and Found**

Lost and found items will be placed in a box and kept at the front during camper pick up. We will do our best to match lost items with the owner. Please do your part by labeling each item you send to camp with your camper. Hilltop Sports Camp is not responsible for lost items.

## **What To Bring**

- Change of clothes (wear swimsuit to camp as we swim first)
- Towel
- Athletic Shoes (no sandals or flip flops)
- Snack
- Lunch
- Water Bottle (for lunch, we will take breaks at water fountain)

## **What To Leave At Home**

- Valuables
- Electronics (not permitted for use during camp hours)

## **Questions**

You may call 214-768-6104 or email [gabrielc@smu.edu](mailto:gabrielc@smu.edu) with any concerns. It may be difficult for us to answer your call during the camp day, so please be sure to leave a detailed message and your call will be returned by the end of the day. E-mailed questions will be answered promptly and are encouraged.

