

PARENT HANDBOOK



**WILLOW SPRINGS
DAY CAMP**

Summer 2026

WWW.WILLOWSPRINGSDAYCAMP.COM

willowspringsdaycamp@gmail.com



WELCOME TO WILLOW SPRINGS DAY CAMP

THE WHAT:

At Willow Springs Day Camp we are committed to growing independent, resilient, and flexible campers through our summer camp program.

THE HOW:

Our program is designed to give children the freedom to choose their own schedule. We believe by offering this flexible format, we give campers the chance to try new things, while also being in control of their own day. This helps them learn more about themselves and how to balance their time. Our seasoned staff members are trained to guide our campers through their daily activities while sharing the magic of camp, and the importance of nature, all while making new friends.

THE WHY:

We believe in camp. We believe that camp can have a lasting impression on a camper. We believe that through play and free choice, campers learn valuable life skills. We want our campers to know they can do hard things, trying new activities and meeting different friends can open doors to exciting adventures and make lasting summer memories. We care for each camper as a whole, for who they are and who they want to be.

**JOIN US THIS
SUMMER AND
LEARN WHAT SETS
US APART**





2026 SESSION DATES

Session 1: May 26-May 29

*4-day week

Session 2: June 1-5

Session 3: June 8-12

Session 4: June 15-19

Session 5: June 22-26

Session 6: June 29-July 2

*4-day week



AGE GROUPS

SPROUTS: rising 1st and 2nd grade

SAPLINGS: rising 3rd-7th grade

rising 7th graders are not eligible for Sessions 1

ROOTS AND ACTIVITIES

Campers will be divided into small groups which we call Roots. These groups meet in the morning, at lunch and the end of the day. Our Roots are a great chance for friends to catch up, and make small group connections throughout the week.

When not in their Roots, campers have the choice to pick and choose their own activities each day. We offer up to 5 activity periods daily. During this time, campers will join a counselor and group of campers at a specific activity area that they chose. All campers have the choice to try all activities during the week. They also have the choice to keep doing what they love. We want our campers to be in control of how they spend their day.

Most activity options are listed below.

- 9-square
- Archery
- Arts and crafts
- Bikes and scooters
- Board games
- Creek play
- Creek walk
- Cooking/canning
- Drama
- Field and yard games
- Gaga ball
- Gardening
- Nature activities
- peddal carts
- Slackline
- Tie dye
- Ziplines
- And more!



WHAT TO BRING

- **Creek shoes (ie: Keens, strapped sandals, old tennis shoes)**
- **1 water bottles (we will refill during the day)**
- **Lunch**
- **Sunscreen and bug spray (we will not share bug spray)**
- **Change of dry clothes (optional for if your camper plans to spend time in the creek)**
- **Swim Suite for Water Wednesday**

Make sure everything is labeled so it can be returned if lost.

DAILY SCHEDULE

8:45-9:00	Car line begins and campers are checked in.
9:05-9:20	Morning Root time (attendance, small group games, announcements)
9:30-10:30	First Period (this time includes signing up for activity choices for this period)
10:40-11:40	Second Period (includes signing up for activity choices for this period)
11:40-12:15	Campers return to their Roots from their activities and meet their Root Counselor for lunch and small group time.
12:20-1:20	Third Period (includes signing up for activity choices for this period)
1:30-2:30	Fourth Period (time includes signing up for activity choices for this period)
2:40-3:30	Fifth Period (time includes signing up for activity choices for this period)
3:30-3:45	Snack, closing announcements
3:45	Parents begin lining up for afternoon Car line. Goodbye Games until campers are dismissed to their cars.
4:00	Campers load and leave for the day



HEALTHCARE POLICIES

At Willow Springs, the health and safety of each camper is very important to us. Our staff provides close supervision to all campers during all activities. Campers are required to fill out an updated health history annually. This form is due by May 1st. A doctor's signature or physical is not required.

MEDICATION: If your child needs to take prescription or non-prescription medication during camp hours, please note this on the health history form. A nurse will contact you before your summer session to discuss further instructions.

SPECIAL NEEDS: If your camper has additional needs or may require specific assistance, please email or give us a call so we can discuss this further. We want to make sure that our activities and property can accommodate every camper. If a one-on-one counselor is required, there are additional fees associated with these services and based on schedules and availability.

NURSES: We are proud to have a nurse on site during camp hours. The nurse is there to assist in distributing medication, applying basic first aid and any other needs our campers and staff may have. We rotate between multiple nurses during the summer. They are Registered Nurses with a background in School Health and emergency care. They come to us with current certifications, and go through training sessions on site to learn our procedures. Our healthcare policies are reviewed annually by a local pediatrician.





DROP OFF/PICK UP PROCEDURES

Morning Drop Off: Please arrive to camp between 8:45-9:00 am. Staff will direct you through the parking lot in a designated pattern. The morning check-in counselor will ask for your camper('s) name. Once you have signed in, your camper will be helped out of your car and taken to morning Root time. If you have questions for the staff, you may pull through the car line to a designated parking spot, and a staff member will be over to assist.

Afternoon Pick Up: Afternoon carline will begin at 3:45. All campers must be picked up by 4:00 pm. Follow the same designated route through the parking lot. A staff member will ask to see your ID. Parents/guardians are listed as well as any extra pick up authorizations you submitted during registration. Once you have been checked, your camper will be escorted to your car.

CAMP RULES

1. **Be Kind:** to people, animals, nature, and self!
2. **Be Clean:** trash goes in the trash can. Please pick up any trash you find! Let an adult know if something needs attention.
3. **Be Respectful:** keep hands to yourself; do not touch others' belongings.

We believe in treating every camper and staff with respect. We also believe all are welcome to attend camp. We do not always have to agree with our friends, but we will show them respect and courtesy. If campers cannot follow these rules, a conversation will be had with their parent to determine the best plan going forward.

Willow Springs Day Camp has a zero tolerance policy for: bullying, drugs, alcohol or weapons.



STAFF

We are lucky to have the best staff at Willow Springs Day Camp. Our counselors and leadership team are "kid-professionals" who understand the value of camp and building relationships. All staff are at least 17 years old and have gone through a specific Willow Springs Day Camp staff training. They are background checked and have references on file. Many of them have previous camp counselor experience.



Executive Director

Shanelle is a graduate of the University of Evansville. She began her camping career in 2005 at Whippoorwill Farm Day Camp and became Executive Director in 2009. She left in August 2022 when Whippoorwill closed their doors. She is an active member of the American Camp Association (ACA), is the National Conference Program Chair for 2027 and an ACA Camp Standards Visitor. She lives in Spring Hill with her husband Jonathan, their daughters, Jordan and Haley and toddler twins Austin and Charlotte. They love playing games, watching movies, and cheering on the Titans!



Sprout Director

Holly is a librarian for Williamson County Schools. She has been in the camp world for 6 years. Her kind and childlike spirit brings a well-balanced, exciting, and nurturing experience to Willow Springs and our younger campers. When her nose isn't stuck in a book, Holly spends her time playing with her three dogs, seeing musicals, and exploring trails in the area.



Sapling Director

Molly is an undergraduate student at Indiana University. She is studying International Studies and Religious Studies with a minor in archeology. She has been in the camp world for most of her life, moving from camper to counselor and now director. Molly loves camp because it reminds her to view the world with childlike curiosity. Molly loves spending time outdoors, cuddling her two cats, crafting, spending time with her family, and singing camp songs!



CONTACT US

The camp office is open from 8 a.m.-5 p.m. Monday-Friday from May-June. The camp has limited office hours during the fall and winter. We are always checking email and social media and will respond promptly. Please reach out if you have any questions.

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