



The ZONE

Parent Handbook Summer Camp 2026

Gilbert Public Schools

Community Education Business Office
6839 E. Guadalupe Road, Mesa, AZ 85212
(480)892-9089 ext 1 - Community Education
(480)892-8775 - Fax

District Office
140 S. Gilbert Road, Gilbert, AZ 85296
480.497.3300 - District Office

Disclaimer:

All information and policies in this handbook have been written with the intent to be a permanent policy. Policies and Procedures may be subject to change at the direction of Gilbert Public Schools, Maricopa County Health Department, CDC Guidance, and Department of Health and Human Services Protocol.

Gilbert Public Schools Summer Camps

Mission Statement

The vision of the **Gilbert Public Schools Summer Camps** was created to offer enriching opportunities that complement our high-quality educational programs. Our goal is to develop programs that uphold the high standards of excellence, all within a nurturing, friendly, and safe environment during the summer break.

Gilbert Public Schools Summer Camp Programs provide a loving, safe, fun, and educational atmosphere for children. Kids ages 3 to 14 have the opportunity to select from a variety of well-rounded programs designed to meet their developmental needs and personal interests.

Please carefully read the Parent Handbook.

You are responsible for understanding the information it contains. If you have any questions, please contact the Gilbert Public Schools Community Education Office at 480.892.9089 x1.

Community Education Business Office:
6839 E. Guadalupe Road, Mesa, AZ 85212
Monday-Thursday: 8:00 a.m. to 4:30 p.m.
Friday: 8:00 a.m. to 12:00 p.m.
Closed on Fridays during June

Computers are available for community use during regular office hours.

Please note: The Community Education Office is not responsible for late payments due to personal technical difficulties.

Program Overview

The Zone Summer Camp (for students ages 11 to 14) offers tweens and teens a fun and safe environment to build lasting friendships, learn new skills, and enjoy exciting field trips. Activities include age-appropriate sports and active games, cooking classes, team-building exercises, individual and group challenges, an Iron Chef competition, arts and crafts, computer time, and much more.

Program Location

Mesquite Junior High School

Address: 130 W. Mesquite, Gilbert, AZ

Site Phone: 480-772-5488

Field Trip Phone: 602-803-2838

Program Dates and Hours

First Day of Camp: May 28, 2026 (Thursday)

Last Day of Camp: July 17, 2026 (Friday)

Hours: 6:30 am - 6:00 pm daily

Drop-Off Policy:

Please note that students **may not be dropped off** before The Zone's opening time of 6:30 AM.

Late Pickup fees:

Late pickup fees will be assessed for pickups after 6:00 PM. Please refer to the Fees and Payment policies below for further details.

The Zone Summer Camp Staff:

The Zone Summer Camp staff is required to complete 18 hours of training before the start of camp. This training includes Behavior Management, Field Trip, and Site Safety, as well as the Department of Health Services guidelines and standards. In addition, many of our staff members are returning employees who have completed over 120 combined training hours through Gilbert Public Schools and The Zone.

Our staff is made up of qualified counselors and specialized instructors. The average staff-to-student ratio is 1:20.

Program Policies and Procedures

REGISTRATION:

Registration must be completed online. During this process, you will create a username and password for future access to your Eleyo account. Please ensure that all required information is completed accurately, as the details you provide will be used to complete your child's registration form and emergency contact information.

Creating an Eleyo Account:

If you are new to the Eleyo registration system, please create an account at <https://gilbertschools.ce.eleyo.com/>. This account will be used for all future online transactions. If you've already created an Eleyo account, simply log in, click on "Explore All Programs," select "Summer Camp," and then choose "The Zone."

For assistance with account setup or any general questions regarding the Eleyo Registration system, please contact Community Education at 480-892-9089 x1.

Registration Fee:

A non-refundable registration fee per child is due at the time of registration.

Program Policies and Procedures continued

Confirmation:

Once your registration is approved, you will receive a confirmation email.

Employee Discount:

If you are eligible for an employee discount, it must be verified before your registration can be approved.

Special Considerations:

- If your child has an IEP, a copy must be emailed to: Communityedbusinessdept@gilbertschools.net
- The supervisor of your specific program must review and approve it before registration can be approved.

Important Notes:

- Your child may not attend the program until you have received a confirmation email. The Zone enrolls on a first-come, first-served basis.
- Incomplete information or missing documentation may delay enrollment in the program.
- It is the parents' responsibility to keep enrollment records current.

EMERGENCY CONTACTS

Emergency Contact and Pickup Information:

Parents must ensure that the information provided in their Eleyo account is kept current. It is extremely important that all home, business, cell phone, and emergency contact numbers are correct in case of an emergency. Parents/guardians must list at least two local contacts, and these contacts must have different phone numbers from the parents/legal guardians.

Please note: Only individuals listed in the Eleyo account as emergency contacts and on the Emergency Information Card (Blue Card) will be allowed to pick up a child. If a contact needs to be added to the list of those eligible to pick up a student, the account owner must add that person to the contact list in their Eleyo account.

To update or add a contact, log into Eleyo, go to the Dashboard, and under “Your Accounts,” click on the program, then select “Manage Authorized Pickups.” Under each child’s name, click on “ADD Authorized Pickup,” enter the person’s name and phone number, and then click “SAVE Authorized Pickups” when finished.

SCHEDULES

The Zone Summer Camp Program provides a variety of schedules to fit a family's needs. Upon registration, families will select a schedule for the summer. Modification to schedule/contracts can be requested in the Eleyo system if the time frame requested has not been invoiced. Requests will be reviewed, approved, or denied based on the availability of the specific program. The Zone offers two choices of schedules/contracts for the summer.

- **Pick Your Week Contract:** Select this option if your child will need a Monday-Friday schedule for all or select weeks during the Summer Camp session
- **Pick Your Days Contract:** Select this option if your child will need a mix of days during the Summer Camp session

Schedule Changes and Contracts:

If your child’s schedule needs to be changed, it must be done online before the account is invoiced for that date range.

A contract must be selected when registering for The Zone Summer Camp Program. If a child has a Pick Your Week or Day contract, schedules must be submitted before the account is invoiced for the required dates (see Payment Due Dates on page 3). Families also have the option to schedule all needed dates for the entire summer, as the calendar will be available once registration opens.

FEES

Registration Fee:

A non-refundable \$50.00 registration fee is due at the time of registration.

Each Camper will receive 2 Camp t-shirts must be worn on all field trip days.

Additional T-shirts may be purchased for \$10.00 each at the Community Education office.

Session Fee:

\$50.60 per day

\$230 per week (requires Monday-Friday schedule)

Discounts:

Sibling Discount: 5% off session fees, as long as a sibling is registered for one of our summer camp programs

Gilbert Public Schools Employee Discount: 20% off session fees

Note: Only one discount may apply.

Late Payment

A late fee of \$25.00 will be charged if payment is not received by the due date.

Past Due accounts

If your account shows an outstanding balance for more than 5 days, your child will not be able to attend until the account has been brought current. The account may also be turned over for collections.

Late Pick-Up Fee

A late pick-up fee of \$1.00 per minute, per child, will be charged for any pick-up after 6:00 p.m. This fee will be automatically applied to your account in the Eleyo system and must be paid with your next invoice.

Please note that more than five (5) late pick-ups during the summer session may result in the dismissal of your child from the program.

BILLING AND PAYMENTS

A non-refundable registration fee is required at the time of registration. During Summer Camp, invoices will be sent every two weeks. Once an invoice has been issued, no changes can be made to the dates that were invoiced. Payments received after the due date will incur a \$25.00 late fee.

Invoice Schedule:

- **Invoice May 18th for weeks of May 28 - June 5, due May 22nd**
- **Invoice June 1st for weeks of June 8 - June 19, due June 5th**
- **Invoice June 15th for weeks of June 22 - July 3, due June 19th**
- **Invoice June 29th for weeks of July 6 - July 17, due July 3rd**

All payments must be submitted online via your Eleyo account.

Please note that payments will not be accepted at the Zone location.

Refund Policy:

Schedules cannot be changed once the session has been invoiced through the Eleyo system. Refunds or credits will not be issued for student absences, including unused, sick days, or vacation days. No exceptions.

ILLNESS, ACCIDENTS & EMERGENCIES

Parents must inform the Camp Director when an absence is due to illness. Please note that a child may not attend The Zone if they exhibit any of the following symptoms:

- Fever within the past 24 hours
- Vomiting
- Diarrhea
- Undiagnosed rash
- Inflamed or matter-filled eyes
- Severe cold or sore throat
- Swollen glands
- Head or stomach ache
- Head lice

If a child becomes ill while attending The Zone, with any of the following symptoms:

- Temperature
- Frequent diarrhea
- Onset of a rash

A parent/guardian/emergency contact must pick up the student within an hour of being notified. Students may not return to the Zone until they are symptom-free for at least 24 hours.

Accidents & Emergencies

If a child is injured at the site, basic first aid will be administered. If a physician must treat a child, every effort will be made to contact the child's parent/guardian and the doctor indicated on the Emergency Information Form (Blue Card). In the event of an emergency, a child will be given the necessary emergency treatment until a parent/guardian can be contacted.

MEDICATION & EMERGENCY PROCEDURES

Medication is not given to a participant without prior arrangements with the Camp Director. Medication will be held and administered by a Zone staff member. All medication must be labeled by the pharmacist and must include the name of the child, date, dosage, name of the medication, and method of administration. A "Medication Consent Form" must be completed by the parent or guardian and be kept on file at the site.

Any unused or expired prescription medication will be returned to the Parent or Guardian. Medications will be disposed of two weeks after the expiration date, the end of summer camp, or a child's withdrawal from the program if not picked up from The Zone.

In case of an emergency, as determined by program staff, the paramedics will be called and a parent will be notified immediately. Parents will be responsible for all costs incurred in such emergencies.

SPECIAL NEEDS

Gilbert Public Schools Summer Camps fully comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, applicable DHS regulations, and all relevant federal, state, and local laws.

Reasonable modifications will be provided to ensure students with disabilities have meaningful access to our programs, unless it is demonstrated that such modifications would fundamentally alter the nature of the program or impose an undue financial and administrative burden. A student, including those with disabilities, may be removed from a summer camp if, even with reasonable modifications, the student's behavior is so disruptive that it prevents other students from participating or creates a safety risk.

If your child has special needs or disabilities, please contact the supervisor of your program before registration. DHS regulations (R9-5-507) require that you provide copies of the following: your child's IEP, medication schedule, and staff qualifications.

GENERAL STUDENT GUIDELINES & REQUIREMENTS

Students must wear and/or bring the following items daily, each clearly marked with the student's name:

- **Athletic shoes** (if the camper wants to participate in active games or dances)
- **Backpack or bag** for personal belongings (labeled with student's name)
- **A bottle of sunblock** (labeled with your child's name) must be left at the site for application during the day as needed.
- **A water bottle** (water will be available throughout the day on campus)

Students are responsible for their own belongings. Please note that The Zone does not assume responsibility for personal items if they are damaged, lost, or stolen. This includes cell phones, iPads, laptops, handheld video game systems, CDs, CD players, MP3 players, and similar items.

NUTRITION

Breakfast, Lunch & Snacks

Breakfast, lunch, and an afternoon snack will be provided daily for children who choose to participate. Families may choose to provide their own non-refrigerated meals and snacks instead.

Water Access

Hydration stations will be available at all summer camp locations. **Students are required to bring their own water bottles.** Water will also be provided on all buses during field trips. Please ensure that your child brings a water bottle daily, clearly labeled with their name.

FIELD TRIPS & REQUIREMENTS

Field Trips - Tuesday & Thursday

Swimming - Monday, Wednesday & Friday

Field Trip Schedule & Transportation:

Field trip schedules will be available starting April 1st. The Zone will be using Gilbert Public Schools buses for all field trips.

T-Shirt Requirement for Field Trips:

All students are required to wear a Zone Summer Camp T-shirt on field trip days for safety purposes. If a student does not have a T-shirt on the day of the field trip, a T-shirt will be provided, and the family's account will be charged \$10.00 per shirt.

Departure Time:

Departure times for all field trips will be posted on The Zone field trip calendar. The calendar will be available on April 1st on our website, at the Community Education office, and at The Zone site.

Arrival Time:

On field trip days, students must arrive at The Zone at least 15 minutes before the buses are scheduled to leave for the destination.

Missed Field Trips:

If a student misses the field trip bus, a parent or legal guardian may transport the student to the field trip location and sign the student in with Zone staff once the Zone arrives. Please note that Zone staff will not remain at the site during scheduled field trip times. No refunds or credits will be issued for missed field trips.

Swim Days:

On Swim days, students must bring and/or wear the following required items:

- A swimsuit (All swimsuits must fit modestly)
- A towel
- Sandals (may be worn to the pool)
- Sunscreen/Sunblock (Please note that sunscreen may not be shared due to potential allergies)

STUDENT BEHAVIOR GUIDELINES:

Because social growth is so crucial during the middle school years, The Zone Summer Camp will focus on helping children learn appropriate behaviors. Behavioral guidelines have been established to maintain the physical and emotional well-being of each student, as well as teaching self-discipline, good judgment, and manners. Positive techniques are used to guide children's behavior, such as verbal praise and positive redirection. Parents and staff are viewed as partners in guiding a child's development, and Zone staff will work with parents to establish consistent expectations for our students. Additionally, The Zone is committed to providing open and honest communication with all Parents and Guardians should student behavior concerns arise.

Appropriate behavior is essential to learning and growing and should be based upon mutual respect for the rights and property of others, respect for those placed in authority, and respect for every student. No one will be allowed to jeopardize the health, safety, or learning environment of other children. Children will be expected to display responsible behavior when they attend The Zone Summer Camp. Emphasis is placed upon each student to take responsibility for his/her own behaviors. A child's choice may result in positive or negative consequences such as rewards, redirection, or loss of privileges.

For more severe or continuous problems, one or more of the following may result: incident report, conference with parent, one to three-day suspension, or disenrollment from The Zone Summer Camp. If a child is not following the direction of staff or has violated Gilbert Public Schools' code of conduct in a way that jeopardizes their safety or the safety of others, a parent will be required to pick up said child immediately. It is then required that all parties involved are cleared to return by the Program Supervisor.

In the unfortunate event that a Program Supervisor determines that a child cannot benefit from The Zone Summer Camp or presents a danger to themselves or other children, parents may be required to withdraw their child from the Zone program.

The following are general expectations of all students attending The Zone summer program:

- Listen and follow directions the first time given.
- Be respectful in both attitude and language towards Zone staff and other students.
- Use appropriate words to solve problems. If that doesn't work, ask a Zone staff member for assistance.
- Never be out of sight or sound of The Zone staff.
- Respect the facility and all equipment.
- Follow all GPS student behavior guidelines as outlined in the Secondary Student Handbook available online on the GPS District website.
- No weapons or drugs are allowed on any GPS school/facility property. *No Exceptions.*
- All students must follow the GPS district dress code as outlined in the GPS Secondary Student Handbook available on the District website.
- The Zone has a no-tolerance policy for bullying, including but not limited to cyberbullying, the use of profanity, gang affiliations, or any other behavior that violates the GPS Student Code of Conduct.

CAMPER SELF-RELEASE:

Students attending The Zone are allowed to self-release with prior parent approval. A parent or guardian must sign a self-release permission form and return the completed form to the Camp Director before the student is permitted to leave on their own.

INSURANCE:

Gilbert Public Schools District carries liability insurance that covers the GPS Summer Camps. The insurance is provided by the Arizona School Risk Retention Trust, Inc. This coverage applies whenever your child is signed into a preschool program, including during off-site field trips. Please note that this policy **does not** provide accident or medical coverage, and we strongly recommend that each child be covered under an individual or family health care plan.

For any questions or additional information, call or email our Business Office:

Phone: 480.892.9089 x 1

Email: communityedbusinessdept@gilbertschools.net