



Parent Information For Camp Evergreen



Location:
Holmes School
508 N. Kenilworth

**note: Camp supervisor contact information will become available after May 1, 2010*

Camp Description

This camp provides indoor and outdoor activities for a large group of friends to enjoy. Camp activities include group games, crafts, outdoor play, and special themed activities on Friday.

Weather permitting this camp swims on Monday, Tuesday, Thursday, and Friday. This camp goes on a field trip every Wednesday. Pickup is at Ridgeland Common on swim days and at Holmes School on field trip days.

Meeting Days/Times

Camp Evergreen is a weekly camp that begins on June 8th and goes until August 5th. This camp meets Monday-Friday from 7:30am-3:00pm.

What to Bring

- Reusable water bottle
- Healthy Snack
Please do not send milk or mayonnaise-based products, as we will not have access to a refrigerator. Due to severe allergies, please do not send peanut based products (including peanut butter), or any other tree-nut based products.
- Lunch that is well marked with campers name
- Sunscreen
Parents should apply sunscreen prior to arriving at camp. Park District staff will not apply sunscreen, but will encourage and supervise the application by campers.
- Wear loose, comfortable clothes that can get dirty
- Swimsuit and towel on pool days

What Not to Bring

- Toys
- Electronic equipment
- Valuable items that you wouldn't want your child to lose or have damaged

Absences

Parents should call and notify the Site Supervisor of the child's absence daily. If we do not hear from you [via phone or written note] and the Supervisor reports your camper absent, staff will make every attempt to contact you by phone. Please help the staff avoid unnecessary phone calls by reporting your camper's absence or late arrival.

Sign In/Out Procedures

- Parents are responsible for signing their child both in and out of camp at the designated pick up and drop off locations.
- Sign-in procedures will begin at the scheduled camp start time. No children will be allowed into camp early.
- Parents and/or guardians are required to show a picture ID to staff until staff become familiar with those authorized to pick campers up.
- Campers who walk or bike must have written permission in advance from a parent or guardian. **Children must be at least 10 years of age to sign themselves in and out of camp.**
- A late fee will be billed to you for each occurrence that children are picked-up late:

1-15 minutes =	\$10
16-30 minutes =	\$20
31-45 minutes =	\$30
46= minutes =	\$40

Park District of Oak Park

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Inclusion

The Park District of Oak Park works cooperatively with the West Suburban Special Recreation Association (WSSRA) to integrate campers with disabilities into recreational programs. Inclusion aides may be present at camp to work one-on-one with a specific camper. These aides only intervene in necessary circumstances. If you feel that your camper would benefit from additional assistance at camp, be sure to communicate the necessary information to the Camp Director.

If your child will need special accommodations and you have not yet spoken to Park District staff or the Inclusion Coordinator from WSSRA regarding assistance, PLEASE DO SO IMMEDIATELY! There is a 2-week minimum notice required by WSSRA for proper staffing and training purposes.

Participant Emergency Forms

So that staff can be prepared on the first day of camp, camper emergency forms and field trip forms (if applicable) must be returned to the Park District main office at 218 Madison by 5:00p.m. on the Thursday before camp begins.

Please be aware that your child will not be allowed into camp without an emergency form completed by a parent or guardian by the first day of camp.

All required forms are available online at www.oakparkparks.com

Sick Procedures

For the benefit of everyone attending the camp, a child suspected of having or that has been diagnosed as having an infectious, contagious, or communicable disease should not attend camp.

Symptoms could include:

- Vomiting or diarrhea on one or more occasions within the last 24 hours
- Rash with blisters or one accompanying a fever or other symptoms
- Yellow or Green nasal or eye discharge or pink eye
- Persistent, deep, or hard cough
- Fever at 100.5 or higher
- Lice or nits

Code of Conduct

We want camp to be a great experience for everyone involved. In order for this to happen, everyone needs to play a role in creating a positive and safe environment. Campers have a responsibility to help with this as well by:

- Showing respect to all campers, staff, equipment, and facilities
- Behaving in way that results in only appropriate, kind, and positive interactions with others
- Leaving any unnecessary items at home that may cause a distraction at camp, including toys, cell phones, electronics, weapons or items that appear to look like weapons
- Using caution when playing with others so as to avoid causing bodily harm to others

Consequences for not following these or any other rules developed for specific camps will be shared with the campers each session. In order for this to be successful, the Park District asks for parents' support in enforcing these guidelines. Staff will address each incident with the camper (and parent if the situation requires) in a positive and fair manner meant to help teach campers how to make better choices. The Park District reserves the right to dismiss a camper whose behavior endangers the well-being of themselves or the camp and no refunds are issued in these circumstances.

Summer Field Trips!

Field Trip Information will be available after May 1, 2010.

