



# Parent Information for Extended Camp

**Ridgeland Common**  
415 Lake Street  
**Center Camp Coordinator:**  
Amanda Heiman  
708-259-1471

Questions? Call Meredith Schwartz at  
708-383-3143

## Camp Description

This camp creates maximum flexibility for parents who are unable to pick their children up at the end of camp. Staff will pick up campers from programs that end at 3pm and walk them to Ridgeland Common. A variety of opportunities will be available daily for children to choose from including games, sports, crafts, and self-directed activities. Children may be picked up/signed out anytime after 3pm. **No field trips are scheduled for this camp; campers will swim on Thursdays.** *Not all camps are eligible for Extended Camp. For more information on the distance your child will be walking to reach Extended Camp, please see the walking chart in the Spring or Summer Program Guide.*

**Monday - Friday,  
3:00-6:00 pm**

Registration Code	Session Dates	Fees
#612025-01	June 8-10	\$47/\$68
#612025-02	June 13-17	\$75/\$113
#612025-03	June 20-24	\$75/\$113
#612025-04	June 27-Jul 1	\$75/\$113
#612025-05	July 5-8	\$60/\$90
#612025-06	July 11-15	\$75/\$113
#612025-07	July 18-22	\$75/\$113
#612025-08	July 25-29	\$75/\$113
#612025-09	August 1-5	\$75/\$113



The Park District of Oak Park is proud to be one of only a handful of park districts in the nation to be accredited by the American Camping Association (ACA). This nationally recognized program, developed exclusively for the camp industry, focuses on program quality, health, and safety issues. It also requires us to review every facet of our day camp operations on an annual basis.

## Preparing for the camp day

- Send your camper with a reusable water bottle to help keep them hydrated throughout their active day.
- Please apply sunscreen to your camper before leaving home. Pack additional sunscreen so that it may be reapplied by campers throughout the day. *Park District staff will not apply sunscreen, but will encourage and supervise the application by campers.*
- Dress campers in comfortable clothing that can get dirty. Make sure that they are wearing shoes that the camper can be active in; tennis shoes are strongly recommended.
- Check the weekly schedule sent home on the first day of the session for any additional needed items such as a towel and swimwear (for splash pads).
- We've got plenty of fun packed into each day at camp. Please leave all toys, electronic equipment (including cell phones), and any other valuable items. They only serve as a distraction that can lead to behavior problems or disappointment if the item is lost, stolen, or damaged.
- Snacks will be provided at camp. Of course, you are welcome to send your child to camp with their favorite snack, but 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.*

## 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

218 Madison Street  
Oak Park, IL 60302  
Phone: 708-383-0002  
Fax: 708-383-5702  
www.oakparkparks.com



## 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.

## Camper Emergency Forms

So that staff can be prepared on the first day of camp, camper emergency forms 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](http://www.oakparkparks.com)

## If your camper will miss a day of camp

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.

## If your camper isn't feeling well

For the benefit of everyone attending the camp, a child or staff member 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



## Camper 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.

The Park District of Oak Park reserves the right to dismiss a participant whose behavior endangers the safety of themselves or others.