

2018



**PARKS,
RECREATION
AND
CULTURAL
ARTS**

BLOOMINGTON

— **DAY CAMP** —



Government Center - 115 E. Washington Bloomington, Illinois 61701

(309) 434-2260 www.bpard.org

Dear Day Camp Parents:

Welcome to Bloomington Parks and Recreation Day Camp. Camp officially begins on June 11, 2018. The last day of camp is Aug 3rd and there will be no camp held on July 4th. A copy of the Camper Information Sheet, and Waiver are included. Medication Forms are available by request. These forms must be completely filled out and be dropped off with your child on the first day they attend camp.

The Parents Meeting is being held on Wednesday, June 6 at 5:30 pm at Holiday Park and is for those new to the Day Camp program. In case of inclement weather, we will meet at Miller Park Pavilion, main level. This will be an opportunity to meet the staff and ask any questions you may have about the program. All forms may be turned in at this time. **Please note that all forms must be in the first day of camp that your child will attend. *This meeting is intended for those new to the program.**

What to Bring to Camp:

Lunch and Drink
Swim Suit and Towel

SUNSCREEN-(please apply to your child before dropping them off, and show them how to apply themselves)
Water bottle – your child will need their water bottle for the frequent water breaks throughout the day
Gym Shoes or Sandals that have a heel strap. (NO flip flops allowed)
Backpack
Camp T-shirts should be worn on field trip days. (Wednesdays)

All items should be clearly marked with the camper's name.

Please take time to review the enclosed handbook for more details on the entire program.

If you have any additional questions or need to contact me for any reason, please call 309-434-2260. Looking forward to a fun filled summer!

Jill Eichholz
Program Manager
Bloomington Parks and Recreation Day Camp



Day Camp is being held at Holiday Park with drop off/pick up at the circle drive by the pool. This is an all outdoor camp. We only go inside for severe weather

Our Redeemer Lutheran Church serves as a severe weather site. The Church address is 1822 East Lincoln St., enter in the North East door.

Medication Procedures:

Children needing to take medication of any kind during camp hours must have a Medication Form on file with the Head Counselors. All medication must be self-administered with staff supervision.

Medication needs to be sent daily in a disposable container with the child's name, type of drug, and time to be taken clearly marked. This is to be given to the Head Counselor who will monitor the child taking the medicine at the appropriate time. **NO** medication should ever be left in a child's personal belongings, with the exception of asthma inhalers.

Health Policies:

If your child becomes ill at camp you will be called and notified of the situation. Should your child have a fever, is vomiting, or experiencing diarrhea, you will need to pick them up from camp. **Your child must be fever free for 24 hours in order for them to return.** This is not only for the protection of your child, but also extends to other children and staff at camp.

Sunscreen: All campers need to wear water proof sunscreen daily. Due to liability, the counselors may not apply sunscreen to your child. Please show your camper how to apply sunscreen to themselves and encourage them to do so periodically. Please write your child's name on their bottle and put it in a ziplock bag in their backpack. It is extremely important that all children are protected from the sun as we are outside the entire day at camp. You may want to provide a hat and/or swim shirt.

In case of emergencies, paramedics will be called. Parents will be called and informed of the situation. A staff member will accompany them to the medical facility and remain with them until a parent or guardian arrives.

Clothing: Campers will receive one camp t-shirt. These will be distributed on each Tuesday. We recommend your child comes to camp in clothes that won't restrict participation in activities. Keep in mind we are outside and will use, paints, food, glue and other supplies. Campers should wear shoes that they can run and play in. Tennis shoes are ideal. **NO flip-flops are allowed.**



Camp Counselor Qualifications:

All staff members are hired based on a combination of education and/or childcare-related experience. Each employee is First Aid and CPR certified, goes through a criminal background check, drug screening, and completes training and staff orientation prior to working directly with your children.

Phone Contact:

Should an emergency arise, and parents need to contact your child while they are at camp, you may call the Parks, Rec, & Cultural Arts office between 8:00 am - 5:00 pm, at 309-434-2260. We will make sure we get a message to camp staff or your child.

Photo Policy:

Frequently, the Parks and Rec., and Cultural Arts Department take video and photographs of campers participating in the camp programs. These photographs and videotapes are for use on social media, flyers and publications. These materials are used at the department's discretion and become their sole property.

Swimming:

Camp participants will be swimming at Holiday Park Pool every afternoon during the camp. All campers must pass a swim test to be allowed in the deep end of the pool.

Please apply sunscreen at home prior to coming to Camp, and make sure they have sunscreen with them to re-apply frequently.

When at the pool, boys are required to wear swim trunks and girls are required to wear bathing suits. Street clothes, jean shorts, athletic shorts, or any other type of shorts that are not swim apparel will not be permitted. Please include a towel, sunscreen and a properly labeled change of clothing.

Program Participation & Discipline: All camp participants are expected to behave appropriately and follow the rules of the program and facility. Participation in all activities is expected.

The Purpose of discipline is to help a child develop self-control and to learn to assume responsibility for his or her own actions. We will use a multi-step approach which is outlined in the Day Camp Rules.



Day Camp Rules:

1. Parents are asked to check children in with the head counselor when drop-ping them off, and will be asked to show a photo identification to counselor when picking the child up. (may not be required after the first week once the counselors get to know the kids and parents)
2. Campers are not allowed to leave the area without checking out with a counselor. If campers are going to use restroom etc., they must go with a buddy and check back in with a counselor when returning.
3. All bags and lunches will be placed in a designated area and are not to be touched until campers go home or move to activity areas.
4. Campers are not allowed to bring toys, money, or other items to camp.
5. Campers need to bring a sack lunch, drink, swim suit, and towel daily. Campers need to carry a reusable plastic cup or water bottle each day. Each group will place their lunches in their assigned cooler.
6. Campers must stay with their assigned group and leader at all times.
7. Campers must be respectful of leaders and other campers at all times. Fighting, name calling, profane language, spitting, or littering will not be permitted.
8. All swimmers must pass a swim test to be allowed in the deep end of the pool.
9. Behavior Issues: All discipline will be recorded by the counselor. These basic steps will be followed:
 - 1st offense: 5 - 10 minute time out of activity
 - 2nd offense: time out of entire activity
 - 3rd offense: referred to Head Counselor and parents contacted
 - In cases of severe behavior issues, any or all steps may be skipped, and may lead to time off from camp or dismissal from camp.



Day Camp Schedule:

9:00 am Camp Begins - group activity
9:30 - 10:15 am Activity #1
10:15 - 11:00 am Activity #2
11:00 - 11:45 am Activity #3
11:45 am - 1:00 pm Lunch/ R&R
1:00 - 3:00 pm Swimming & group activities
3:15 pm Group Songs & snack

Wednesday and Friday Schedule:

These days will be either for Special Events or Field Trips. Campers will be going to COMLARA Park on June 20. We will be going to Miller Park on July 18 & Aug. 1. ***No late drop offs or early pick-ups on Field trip days.** Campers are encouraged to wear their camp t-shirts on trip days.

Special events will be held at Holiday Park and will involve special activities for the day. If any special clothes or other items are needed, a note will be sent home to parents.

Late Pick-up Policy:

- 5 to 15 minutes late: parent will receive a verbal warning from program staff.
- Past 15 minutes staff will attempt contacting both parent's or emergency contact.
- Any youth remaining 1/2 hour or more past the ending time of program will be waiting with park police.
- Parents will be assessed a \$5.00 fee for every 15 minutes a child is left past the end of a program. This will need to be paid before child is allowed to return. Fee may be paid to Head Counselors
- Second offenses will result in a phone call or letter from Program Manager.
- Extreme cases will result in loss of program privileges.



Description of Camp Activities:

- Archery:** Campers will use beginner bows and arrows to shoot at archery targets. Challenges such as balloons, pictures, and targets they make themselves will be used. Safety will be emphasized
- Fishing:** Campers will learn about the different kinds of fish, how to bait a hook, different types of bait to use, how to take a fish off the hook, and how to maintain a fishing pole.
- Nature:** This activity will include anything that pertains to nature. It will include hiking, orienteering, animal and plant identification, and recycling.
- Cooking:** This activity involves cooking over an open grill fire. Food preparation and safety will be emphasized.
- Games:** Campers will participate in active group games. They will consist of more recreational activities where participation is stressed.
- Potpourri:** This activity area is for drama, music, and creative writing.
- Arts & Crafts:** Campers will be able to make a new project each week. Projects will emphasize creativity.
- Jump-N-Jive:** Campers will learn different activities involving creative movement. Activities could include aerobics, line dances, and gymnastics.
- Surprise:** Campers will not know what the activity is until they get to the assigned area. This area could include community service projects, special guests, and activities.





PARKS, RECREATION & CULTURAL ARTS

2018 Camper Information Sheet: FORM MUST BE FILLED OUT COMPLETELY

Name _____ Age _____

Address: _____ City: _____ Zip _____

Phone: _____

Medications? type: _____ dosage: _____ time: _____

Parent/Guardian: _____

Work Phone: _____ Cell Phone: _____

Parent/Guardian: _____

Work Phone: _____ Cell Phone: _____

Emergency Contact: _____

Name: _____ Phone: _____

Relation: _____

Please list two additional people that may pick child up if parents or emergency contact cannot be reached:

1. Name: _____ Phone: _____

Relation: _____

2. Name: _____ Phone: _____

Relation: _____

On Average: What time will your child be dropped off: _____

and picked up: _____

Any additional information camp staff should be aware of: _____



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City of Bloomington Parks, Recreation and Cultural Arts Department

Waiver and Release of All Claims

Please read this form carefully and be aware that by registering your child, and having your child participate in Day Camp activities, you will be releasing all claims for any injuries that may arise in this program.

I understand that my child:

Participant's Name _____ **Minor's Birthdate:** _____

Participant's Name _____ **Minor's Birthdate:** _____

- * will be transported by school bus to designed field trip destinations.*
- * will participate in some or all of the following activities: swimming, boating, cooking, arts and crafts, games, fishing, archery, hiking, and running.*

“As a parent or guardian of a Day Camp participant, I recognize and acknowledge that there are certain risks of physical injury, and I agree to assume the full risk of any injuries, including damages or loss which may be sustained as a result of participating in the program.

I agree to waive and relinquish all claims that I may have as a result of participating in the program against the City of Bloomington, its officers, agents, servants, and employees.

I do hereby fully release and discharge the City of Bloomington and its officers, agents, servants and employees from any and all claims from injuries, damages or loss which may accrue to participant by participation in the program.”

**I have read and fully understand the above program details and
Waiver and Release of All Claims.**

Date: _____

Parent or Guardian Signature: _____