

Pleasant Dale Park District



Summertime2020 Program Manual

Dear Summertime2020 Parents:

Welcome to Summertime2020! This summer the Pleasant Dale Park District has been given the challenging task of creating a summer program while maintaining the safety guidelines provided by local government and health officials, including the Illinois Department of Public Health and the Center for Disease Control. We have worked really hard to plan a fun and exciting summer program and look forward to meeting you and your camper. In this manual, you will find all the information you will need prior to the start of camp. Thank you for taking the time to read this information. We hope that this information is helpful to you and that the camp experience is great for you and your family. As always, if you have any questions, please don't hesitate to contact us at 630-662-6220.

Sincerely,

Laurie Murray
Recreation Supervisor
& the entire Summertime2020 Staff

Day Camp Goals

The camps organized by the Pleasant Dale Park District are set upon a recreational basis. Our main goal is for each camper to have a fun, safe and exciting summer. We hire camp counselors who we believe will help us achieve this goal. They are called upon to be a mentor, educator and friend. This helps the campers learn new skills, make new friends, and have a safe, enjoyable time at camp. We hope you enjoy what our camp has to offer! We are continually striving to make camp a great experience for all participants.

General Information

Camp is located at Walker Recreation Center at 7425 S. Wolf Road, Burr Ridge. **Camp runs from 9:00am—3:00pm.** There will not be extended care this summer.

Summertime2020 is designed for children entering 1st-8th grade

Our summer camp program begins on July 6th and ends on August 14th.

IDPH Guidelines

Summertime2020 will follow current approved IDPH guidelines. These will be updated and adjusted as needed. As of this printing Guidelines relating to the novel Corona virus for summer camps in Phase 3 include:

- Social Distancing of 6 feet for regular activities
- Social Distancing of 10 feet for game play
- Masks must be worn by all campers and staff when social distancing is not possible and while transitioning in the building. **Campers are required to provide their own masks for camp** (we recommend packing a few extras in case they get wet.)
- There will be no field trips, water play or in-house visitors
- Groups will not intermingle and there will be no changing groups ones assigned. Staff will remain with each group once assigned.
- We will increase sanitizing and provide each group supplies that will not be shared between groups. These will be sanitized daily. Some supplies will be individual to the camper. Please do not bring anything from, home other than lunch, water bottle, sun screen or masks!

Health & Safety

If your child is ill or has a fever, he or she cannot come to camp. Please pre-screen your child daily. Please do not send a camper who has any of the following the morning of camp: fever, headache, shortness of breath, diarrhea, vomiting, runny nose, pink eye, lice, etc. If we are made aware of a contagious illness that was brought to camp, we will notify the immediate camp group as soon as possible such as novel corona, chicken pox, strep throat, lice or pink eye, we will respect your confidentiality in reporting the illness. Please keep in mind, a signed doctor's note will be required for a camper to return to camp if they were out due to a contagious disease/illness.

If a child becomes ill during camp, a parent will be notified immediately and will be required to pick up the child. Camper will be separated from camp group, per IDPH Guidelines. If a parent is unavailable, the emergency contact will be called. One of the emergency contacts should be able to pick up the child within 15 minutes of the call.

If a camper becomes Covid positive, or is exposed to a Covid positive person, please notify Laurie Murray immediately. 630-662-6220. Per IDPH Guidelines, campers and staff testing positive are to isolate at home for a minimum of 10 days after symptom onset and can be released when feverless for 72 hours or 2 negative Covid tests. The CDC Guidelines state those in the same camp group should be self-isolating for 14 days. If a staff or participant are found Covid positive then CDC disinfecting will be performed in areas where staff/participant were.

*****Please note: *We recommend that children with underlying health conditions (asthma, allergies, auto immune disorders, etc.) consult their family physician before entering camp.***

Emergency Forms and Paperwork

All forms including The Summertime2020 Emergency Form, Parent and Camper Agreement, Authorized Pick-up and any additional medical forms must be completed and returned prior to having the ability to officially register and pay on line. If at any time you wish to update any forms, please contact the park district. Only those listed on the Authorized Pick-Up form will be allowed to pick up the camper , no exceptions will be made to this rule. ID's will be mandatory and you should let contacts know this.

Drop Off and Pick Up Procedures

A parent, guardian or other authorized individual must sign the camper in and out of camp each day. Camp counselors will have the daily sign in and sign out binders. Please provide your own pen and wear a mask when dropping off and picking up your child. **Specific instruction will be provided closer to the start of each session based on program registration numbers.**

Staggered times may apply. We encourage the pick-up and drop off person be the same person as much as possible.

Late Pick Up Policy & Fee Structure:

Campers must be picked up at the conclusion of the camp day, 3:00pm for most unless a staggered pick up time is necessary. A late pick up fee will be charged if your camper is not picked up after 10 minutes from your assigned time. A fee of \$5.00 will be charged if your camper is not picked up on time. The fee must be paid by the following business day. Your camper will not be readmitted to the program until the fee has been paid.

Medical Treatment Policy

Your camper's well-being is important to us. The medical portion of the emergency form must be completed. Please list any/all conditions that may affect your camper during camp hours, ie. asthma, allergies, (bee stings, peanuts, etc.), appropriate use of inhalers and any information you feel is important. Camp staff are not medical personnel. Medications cannot be administered to the participant without written consent from the parent / guardian. Camp Staff is trained in basic first aid and CPR and will take appropriate action when necessary. If emergency services personnel are deemed necessary by staff, the expense will be the responsibility of the camper's parent / guardian.

If your camper is injured and requires more than just basic first aid, we will contact a guardian; if we cannot reach the guardian, we will notify the individual listed as the emergency contact. We will arrange to have the injured camper transported to the nearest hospital. Park district employees are NOT permitted to transport an injured camper in either a park or personal vehicle. You will be responsible for any charges for the transportation and the emergency medical treatment rendered.

Dress Code / Camp Shirts

Campers will be outside the majority of every day. Campers should dress for the weather and MUST wear gym shoes and socks every day. Please do not send your camper in open-toed shoes as they may not be allowed to participate in activities. It is recommended that campers wear a cap or hat for protection from the sun. Please label all items. The park district is not responsible for lost, stolen or damaged items.

Camp T-Shirts— The park district will supply each camper with two shirts. We will tie dye shirts the first day of each session with the campers assigned group color. Campers MUST wear their shirt every day.

Sunscreen and Bug spray

It is recommended that your child bring sunscreen and bug spray to camp each day. Sunscreen may not be shared except by siblings. **Staff CANNOT assist with applying sun screen and we recommend packing spray sunscreen for your camper to self-apply.** Campers will be reminded to re-apply frequently, Spray sun screen is often easier for campers to apply than cream. Hand sanitizer is made available to all camp sites. If you wish your camper to wear bug spray, please send daily.

Lunch / Snacks

Each camper should bring a sack lunch daily with his/her name printed on the outside of the bag. Please have your child bring a drink in a non-breakable container. Lunches will not be refrigerated and will be kept with the campers until lunch time. A suggestion is to freeze a juice box and put it in your child's lunch bag; it will serve a dual purpose of keeping both the lunch and drink cold. Our touchless refillable water fountain will be available for the children to refill water. **We strongly recommend sending a refillable water bottle with the child's name clearly marked on it each camp day.**

Severe Weather Plan

Severe weather consists of high heat index, extreme high winds, increased rainfall, lightening and / or tornado warnings. If severe weather approaches, camp will be moved indoors to the Walker Recreation Center to individual group rooms that are exclusive to each.

Park District Code of Conduct

To ensure enjoyable and safe programs for all participants, the Pleasant Dale Park District has developed a Code of Conduct for all participants. Participants are expected to exhibit appropriate behavior at all times, including:

1. Show respect to all participants and staff.
2. Take direction from staff.
3. Refrain from using abusive or foul language.
4. Refrain from causing bodily harm to self or others.
5. Show respect for equipment, supplies and facilities.

Additional rules may be developed for particular programs as deemed necessary by staff.

Failure to comply with this Code of Conduct may result in removal from the program or event without refund.

Day Camp Behavior Management Plan

Expectations for Campers:

- Keep hands and feet to self.
- Talk to others (campers and staff) with respect.
- Listen attentively.
- Treat all park district material and property with care.
- Be safe while having fun.
- **FOLLOW ALL COVID-19 GUIDELINES AS INSTRUCTED BY STAFF INCLUDING BUT NOT LIMITED TO PHYSICAL DISTANCING AND WEARING A FACE MASK WHEN NECESSARY.**

Discipline Procedure:

1. When a camper has trouble following the expectations of the camp, park district staff will verbally request that the behavior be discontinued. If behavior continues, staff will remove the camper from the activity for "quiet time." "Quiet time" allows the child to reflect on his/her behavior. It is given appropriate to the camper age, ability and the severity of the inappropriate behavior. A parent will be notified at the end of the day if a camper needed "quiet time" during the program. If a camper is removed from the group 3 times in one day, a parent will be called immediately and asked to remove the camper from the program for the remainder of the day. Park District staff documents all removals and phone calls to parents.
2. If a camper has difficulty following camp expectations on a daily basis, a parent will be contacted. Next, a conference will be scheduled between the parent, camper, program staff and recreation staff. A written report will be filed after this conference. It will state the unacceptable behaviors previously demonstrated by the camper and expected changes for the next program meeting date. It is also to be stated that one more incident of unacceptable behavior may result in the camper's removal from the program permanently or for a specific period of time. This report is to be signed by a parent and program staff.

One copy remains at the park district and the parent will retain another.

3. If a camper continues to have trouble following the camp's expectations and the above procedures have been followed, a parent will be contacted and immediately requested to remove the camper from the program for the designated period of time determined at the parent conference meeting.

**In extreme cases of unacceptable behavior that are physically threatening to other participants or staff, the park district reserves the right to immediately remove a participant from a program. There will be a Zero Tolerance Policy if there are any verbal threats or actions toward the physical well-being of other campers or staff. This behavior will result in the immediate dismissal of the camper. No refunds will be issued if your child has been removed from the program for disciplinary reasons. **

In addition, we are taking COVID-19 guidelines and precautionary measures extremely serious in all our programs. Any child unable to follow the guidelines presented for the safety of themselves or others will also be subject to removal from the program

Cell Phone and Electronics Policy

Please do not send your camper with technological devices (ex. cell phones, MP3 players, iPods, handheld gaming devices etc.). There is no need for campers to bring these items to camp. Please be aware that if items are brought to camp, they are the responsibility of the camper, NOT the Park District. The Park District is not responsible for damaged, lost or stolen items.

Park District Photo and Video Policy

Pleasant Dale Park District staff may use videos or photographs of participants in programs and special events to inform others of recreational opportunities available in our community. We do not use identification in our publicity materials. Please be aware that videos and photographs may be used in future promotional pieces. All videos and photographs are property of the Park District.