

CAMP RULES!

Parent Handbook

2017

June 12th - August 11th

Monday through Friday: 9:00am-3:00pm

Before Camp Care: 8:00am-9:00am

Extended Hours: 3:00pm-5:00pm

Camp: Ages 6-11 years

Junior Counselors: Ages 12-14 years

Location: Rule Park, 33325 N Sears Blvd
Wildwood IL 60030

Phone: 847-223-7275

Fax: 847-223-2820

Email: info@wildwoodparkdistrict.com

Website: www.wildwoodparkdistrict.com

Welcome!

Welcome to Camp Rules! We are looking forward to having your child in camp with us this summer! Camp Rules is designed to be a fun and active summer camp experience for children ages 6 to 11 years old. Participants will spend a majority of their time outdoors enjoying the wonderful amenities that Wildwood has to offer.

Each day will be filled with many new and exciting age appropriate activities and experiences. A typical day will consist of games, activities, arts and crafts, trips to the playgrounds, special events and a variety of other activities. Most of our activities take place on Wildwood Park District grounds, but we also will incorporate some field trips that will be held off site.

To keep you informed, we will be sending out a newsletter at the end of each month, recapping what has happened at camp and what fun activities we have planned for the upcoming month. The ultimate goal of Camp Rules! is to ensure that each camper makes connections with friends, knowledge, and creativity while having an enjoyable recreational summer camp experience.

The Wildwood Park District is offering multiple camp experiences with the option of having your camper join us 3 days a week or 5 days a week from 9:00am until 3:00pm. Before Camp Care gives parents the option to drop their child off at 8:00am for a small fee. Lastly, we will be bringing back Extended Hours, which will be from 3:00pm until 5:00pm.

Camp Staff

The key to an amazing summer camp is our dedicated and talented Camp Team. Here at the Wildwood Park District our staff members do everything they can to create a safe and positive environment for our campers. The Camp Team consists of the Executive Director, Recreation Supervisor, and Camp Counselors. As a team, we all work together to help make sure that your camper is safe while having an amazing summer.

To help make sure that your camper is safe, we have put in place a ratio of campers to counselors of 8:1. Along with keeping an appropriate ratio, our staff have received many hours of training prior to the start of camp. Training includes CPR, basic first aid, behavior management, safety implementation, and activity planning. Lastly to ensure that we have hired the best possible counselors, we conduct multiple rounds of interviews, check references and conduct a background check.

We encourage you to meet your child's counselors. We look forward to serving you and your child's camp needs. If you should have any questions or concerns, please contact the Recreation Supervisor at (847) 223-7275 or by email at fhahn@wildwoodparkdistrict.com.

General Information

Camp Times:

Camp Rules! is held from 9:00am – 3:00pm

Before Camp Care is held from 8:00am - 9:00am

Extended Hours is held from 3:00pm – 5:00pm

*Please note that there is a 10-minute grace period after each pickup time. After 10 minutes, a late fee will be applied of \$1 per every minute.

Camp Dates:

First Session: 6/12/2017 – 7/14/2017

No Camp Dates: 7/3, 7/4, 7/5, 7/6, 7/7

Second Session: 7/17/2017 – 8/11/2017

Before Camp Care:

We will be offering Before Camp Care! Before Camp Care is for families who need to drop their child off earlier than the scheduled check in time. Before Camp Care starts at 8:00am and goes up until camp starts at 9:00am. Please check our Summer Brochure for Before Camp Care pricing and registration details.

Extended Hours:

Extended Hours is for families who need a later pick up time. It begins when camp ends at 3:00pm until 5:00pm, and you may pick up your child anytime between these hours. Please check our Summer Brochure for Extended Hours pricing and registration details.

Snacks/Lunches

Campers will need to bring a sack lunch and beverage each day. Please keep in mind that lunches will not be refrigerated, so please plan accordingly. Water will be available throughout the day for all campers, but we suggest your camper brings a water bottle to camp. Campers will have their lunch around 12:30pm each day. Snacks will be given once a day in the morning. If your camper is in Extended Hours, we encourage you to send them with a snack to be consumed during those hours.

Health Policies

If medication is to be given during camp hours, a separate Dispense Medication Form must be completed. If your child has allergies that require medication, a separate form must also be filled out. These forms can be found on the Park District Website or in the Park District Office.

Parents should report any diagnosed case of a communicable disease such as strep throat, ringworm, pinkeye, lice, etc. to the Recreation Supervisor. Campers are not allowed to attend camp for any reason until 24 hours after symptoms and/or fever have disappeared. Campers may return 24 hours after the first dose of antibiotics is taken.

Emergency Information

All camp staff are CPR, First Aid and AED Certified. Staff will administer first aid when necessary. Parents will be contacted before calling emergency services unless the injury is serious or involves the head or neck, the paramedics will be called immediately. All steps will be taken to ensure the safety and welfare of your child. If an injured or ill camper is transported by ambulance to the local hospital, a camp staff member will stay with the camper at all times until a parent or guardian arrives.

Personal Items and Camp Attire

Please send your camper dressed for play with a water bottle, lunch and backpack. On cooler days, please send along a sweatshirt or jacket. We will be swimming on Tuesdays and Thursdays this year so please make sure that your camper has a swimsuit and towel on those days. It is very important to **label every item brought or worn to camp**. It is amazing how fast our Lost and Found Box grows! If something is left behind, please check the box during your next visit.

We also ask that your child does not use their cell phone or any electronic devices (i.e., Ipods, Ipads, Nintendo DS, etc.) during camp hours. This rule is in place so that your camper can gain all the possible benefits that Camp Rules! has to offer. Also this policy lowers the chances of valuables being lost or stolen. If your child is sent to camp with a cell phone, we ask that it be kept in their backpack turned off. Camp Counselors will take away any electronics they see being used, and will return them at the end of the day. The Wildwood Park District is not responsible for any trades, lost, stolen, or broken items that may result when bringing personal items to camp.

Photography Policy

Photographs/videos for publicity purposes may be taken during summer camp programs by authorized Wildwood Park District staff. For the protection of all our campers, recording videos or taking pictures from a personal cell phone is strictly prohibited.

Field Trips

Camp Rules! will have multiple field trips scheduled for each session. A complete list of field trips will be emailed to parents before camp begins.

Pick Up and Drop Off Procedures

Pick Up/Drop Off

All parents or authorized individuals are responsible for the pick up and drop off their child each day. If you are picking up or dropping off your child during non-designated times, please call the front office at (847) 223-7275 so that we can inform their counselor. We will have camp counselors waiting to assist you with the check in process. When you arrive, please pull up to the counselor, and they will greet you at your car to assist you with check-in. The counselor from there will escort your child to the play area. If you choose to walk your child to camp, please park in a designated parking space and continue to the check in table, located on the South Side of the Rule House. Children are all around the park, so please use caution when entering and exiting.

Check In/Check Out

All campers must be signed in and signed out by their parent or other adult over the age of 18 authorized on their information form. Anyone that our staff does not recognize will be asked for identification.

Walkers/Bike Riders

Parents must initial on our Camper Information Form if their child has permission to check themselves in and out of camp each day due to walking or riding their bicycles. If your child walks or rides their bicycle to camp, parents must call in to the front office if their child needs to leave early for any reason.

Absences

If your child is ill or unable to attend camp, please call the front office at (847) 223-7275 or text (224) 723-2795.

Code of Conduct

Wildwood Park District has established certain rules necessary to ensure everyone's safety and enjoyment during programs and events. Proper behavior is expected from each participant at all times. This includes showing respect to all other participants, staff, equipment, supplies, and facilities, refraining from the use of foul and offensive language, causing bodily harm, and making threats of or committing acts of violence. This code of conduct applies to all campers, junior counselors and all WPD staff.

Inclement Weather Information

Rain or Shine

Camp is conducted outdoors and is held rain or shine, hot or cold. Campers will go indoors on rainy days and take shade on hot days. In the event that there is rain, campers will be brought inside the Rule House and camp will continue inside either in the Oak Room or the Maple Room.

Severe Weather

During any severe weather, campers will seek shelter immediately. Our Counselors will be informed when an all-clear sign has been given before returning back outside. If there is severe weather during pick up or drop off time, parents will need to drop off or pick up their child inside the program entrance.

Swimming Information

Location

Swimming will take place in Gages Lake at Willow Point Beach. To ensure the safety of our campers, a limited area will be roped off.

Time

Swimming will take place on Tuesdays and Thursdays. Swimming will usually take place from 11:45am to 12:30pm.

Bug Repellent and Sunscreen

Please apply sunscreen and bug repellent to your child each day of camp. Also send your child with a labeled bottle of sunscreen as there will be designated times throughout the day for sunscreen application. You may send a labeled hat if your child is extra sensitive to the sun.