

2020 Summer Camps



Nature Camps &
Pottawatomie Camps

2020 Camp Handbook

Camp is quickly approaching and we are happy your child will be joining us for a summer of fun! The St. Charles Park District offers a variety of camps to meet the needs of your family. Campers as young as three years-old can participate in recreational camp activities throughout the summer months. Our goal is to keep your child busy while engaging with others as they enjoy the outdoors and making new friends. This handbook will help you prepare your child for camp and answer frequently asked questions. We encourage you to read and become familiar with the following:

Camp Details

Nature Camps • Hickory Knolls Discovery Center • 630-513-4399

Nature Camps are held at Hickory Knolls Discovery Center and are half-day camps. Your child will engage in hands-on exploration of the natural world. Themed camps include critter visits, creek walks, science experiments and more! Nature Campers are required to wear closed-toe shoes and long pants. Half-day campers must bring a full water bottle, snack and backpack. Session registration closes at 12pm on the Thursday before the camp is scheduled to begin. Late registration may not be available.

Pottawatomie Camps • Pottawatomie Park • 630-513-6200

Pottawatomie Camps are always on the move within Pottawatomie Park from 8:30am-5:00pm. Campers experience a variety of adventures including wacky active games, creative crafts, miniature golf, walking field trips and more!

All campers are required to wear closed-toe, rubber soled shoes and a Pottawatomie Camp t-shirt each day they attend camp. Camp t-shirts are not included in the registration fee, and are available for purchase at the Pottawatomie Community Center. Campers who arrive without a Pottawatomie Camp t-shirt will be directed to the front desk to purchase a t-shirt. Sandals and flip-flops are **not** permitted. Pottawatomie Campers should bring a backpack with a full water bottle, sack lunch, snack, sunscreen and bug spray daily. Please label ALL items with your child's name.

General Information

Refunds & Transfers

Should you need to withdraw from camp, contact the Pottawatomie Community Center Front Desk, 630-513-6200.

1. Refunds requested for Pottawatomie Camp and Nature Day Camps will be issued, less a \$25 withdrawal fee.
2. Full refunds will be granted if a valid physician's note or proof of relocation out of the area is submitted.

Sign In/Out

You must sign in and out when dropping off or picking up your child from Pottawatomie or Nature Camps. Camp staff will not dismiss a child to someone not listed on the Emergency Form. Staff may require a photo ID at dismissal, if someone they do not recognize is picking up your child.

Late Pick Up

A late charge will be applied for picking up your camper after the designated end of camp:

- For the first 1-5 minutes, a \$5 late fee will be charged.
- An additional \$1 per minute will be charged thereafter.
- Parents will be asked to sign a Late Pick Up form, and fees will be charged to the credit card on file for camp payments.
- Habitual late pick up could result in discharge from the program.

Absences

If your child will be absent from camp, contact the camp supervisor in advance.

Electronic Devices

The use of other electronic devices including, but not limited to, cell phones, hand-held games and music devices are *not* permitted at camp. ***For security reasons, devices should be left at home.*** If devices are brought to camp, they must remain inside the camper's backpack for the duration of camp hours.

Lost/Stolen Items

Staff will be happy to assist in the location of lost belongings; however, we ask that campers not bring personal items from home. The Park District is not responsible for lost, stolen or broken items.

Childcare Expense Statements

Parents/guardians may access from their park district online account or request a Statement of Account which includes all registrations and payments to St. Charles Park District. The St. Charles Park District is not responsible or liable for determining childcare expenses. The FEIN (Federal Employee Identification Number) is: 36-6006441.

Safety Information

Emergency and Medical Information Form

Parents/guardians must provide Medical, Emergency and Authorized Pick-up information in order for campers to participate in any camp. A link to provide your child's information will come from ePACT Network, following your program enrollment.

Inclusion Services

The St. Charles Park District is pleased to partner with the Fox Valley Special Recreation Association (FVSRA) who can provide additional assistance to participants with qualifying medical, physical,

psychological and/or emotional needs. If your camper has a special need or request for a reasonable accommodation, please indicate so upon registering, or at least two weeks in advance of the start of camp. Please understand that failure to provide timely and appropriate notice of a special need and/or request for reasonable accommodation may result in a delay in starting camp.

Healthy Kids = Happy Campers

We ask that you assist us in maintaining a healthy environment for all campers. A child with an illness or condition that has not had medical treatment and is contagious may pose a risk to other campers.

- We ask that you be considerate of other campers and staff by keeping your child home if they show signs of illness, including uncontrolled coughing or sneezing, runny noses (not due to allergies), diarrhea, stomach issues, rash or pink eye.
- If a camper seems to be running a fever or appears sick, camp counselors will call a parent/guardian and request that the child be picked up as soon as possible. Campers will be made comfortable until a parent/guardian arrives. A child is to be fever-free and/or vomit-free for 24 hours before returning to the program.
- If your child contracts a contagious condition (e.g., lice or pink eye) that restricts them from returning, please inform the camp supervisor. A child must receive appropriate treatment, depending on the condition, before returning to the program and may require a medical release from a physician before returning.

Medical Emergencies

Paramedics will be called to handle serious injuries. If your child needs emergency medical care, staff will accompany them to a medical facility where a parent/guardian should meet staff as soon as possible.

Sunscreen/Bug Spray

Since we spend so much time outdoors, we require all campers to bring sunscreen and bug spray to camp each day. Sunscreen must be applied to your child before arriving to camp. Campers are reminded to re-apply sunscreen throughout the day. Campers must apply sunscreen themselves; however, we will assist with the application of spray sunscreen if needed. A sunscreen stick is a great tool for little faces.

Medication Procedures

Strict policies have been put in place regarding the tracking and dispensing of medication to campers. Your child's ePACT account must include all medication information. Counselors will track medication use on a 'Medication Dispensing' form any time park district staff assist with administering medication during program hours. Counselors will hold all medications until dispensing. This includes cough drops, vitamins, pain relievers and over-the-counter or prescription drugs.

Prescription Drugs/EpiPen

- Parent/guardian will provide the park district staff with the child's medication in the original container with prescription label that includes patient's name, physician's name, pharmacy

name, name of medication and complete dosage information. The proper dosage for the day should be sent in the original container each day.

- Medication will be stored in a secure area and at a temperature consistent with the package instructions. If the program is held outside, staff will carry the medication in the emergency bag.

Inhaler-Controlled by child for self-administration

- Medication must be in the original container with prescription label that includes patient's name, physician's name, pharmacy name, name of medication and complete dosage information. All medication will be held by counselors until needed.

