

# **Crete Park District**

## **Day Camp**

### **Parents Manual 2017**

Dear Camp Parents and Campers,

Welcome to the Crete Park District's 2017 Summer Day Camp! Our returning staff has been working hard to plan an exciting, yet educational summer for your children! Each week of camp will revolve around a theme. The theme for the upcoming week will be revealed in the newsletters sent home the previous Friday along with any other reminders, announcements, and up-coming events. Please help your child to participate in these themes by dressing them appropriately and /or providing the counselors with ideas for the theme or any other input you may have. If you have any suggestions, ideas, or would like to participate in any of our themes each week, contact either the Camp Director, Nicole Tatge or Superintendent of Recreation, Janel Geary.

Field trips have been planned and we are very excited about each one. To allow your child(ren) to participate and attend, the field trip forms need to be signed and returned to the office at least seven days prior to the trip. This is very important because we need to confirm the reservations immediately with the place we are going to attend. Your child has the option of not going on these field trips, but **CAMP (at the Crete Park District) WILL NOT BE HELD ON THESE DAYS WHILE THE GROUPS ARE ON THE FIELD TRIP!** If your child is not going, please return the permission slip stating so. This way we know for sure that your child should not be included in the numbers given to confirm our trips. If you are interested in being a chaperone or if you have any questions or concerns about the field trips please contact the camp office at 672-6969.

Summer is time for your child to have fun. We consider it our responsibility to be sure to provide an equal balance between fun, education and safety that will leave your child with positive memories of their summer camp experience. If you have a job, hobby, or time that you would be willing to share with the campers, please give Day Camp Director, Nicole Tatge, or Superintendent of Recreation, Janel Geary, a call at 672-6969.

Please see your child's Counselor or Camp Director if you or your child has ANY problems while camp is in session. Contact the Park District Office as soon as possible at 672-6969. We will be extremely happy to arrange to meet with you to solve any problems and make any necessary adjustments to make your child's experience a better one. One of our goals is to take charge of any problems immediately.

Sincerely,

Janel Geary, CPRP  
Superintendent of Recreation

### **Camp Hours**

Camp hours are Monday through Friday from 9:00 – 4:00 for all day camp, and 9:00 – 12:00 for the themed camp. Themed camp times can be arranged around summer school if need be. Please speak to Janel or Nicole about different times. Extended hours in the AM (Before Camp) begin at 7:00 AM. Extended hours in the PM (After Camp) will go until 6:00 PM. Campers must be registered for the Before and After Camps before they start.

### **Pick Up and Drop Off**

It is our best intention to alleviate the confusion at drop-off and pick up time at camp. ALL CAMPERS will be dropped off and picked up at the South Shelter. Please park your car and meet your child and child's counselor at the designated area to sign in and sign out.

\*\*\*If there is lightning, thunder, or extreme heat children will be located in the basement of the Willard Wood Building for pick-up and drop-off.

### **LATE Pick-Up**

In order to control pick-up, fees will be assessed in the following manner for tardiness. After your child's designated pick-up has passed and your child is left waiting at the park, a counselor will wait with your child; however, a fee will be charged. The fee is \$5.00 for every five (5) minutes that the child is waiting past pick up time. The fee must be paid to the Park District in the office before your child is allowed to return to camp the next day. **If a child is not picked up by 7:00 PM, the Crete Police department will be notified along with the Department of Child and Family Services.**

### **Sign In and Out**

This is a day camp program, not a playground. Attendance will be taken daily and campers will not be free to leave the camp area during camp hours. We ask your cooperation in stressing this policy to your child. **All campers will need to be signed IN and OUT of camp.** Anyone other than a parent may be asked to produce identification. If you are dropping off late or picking up early you must do this in the park district office, and the camper will be escorted out to their group by staff.

### **Camp Attire**

Campers should wear clothing that is durable and comfortable (i.e. jeans, shorts, t-shirts). The park is well shaded however if camp is on a walking or bus field trip to a more sunny location a hat/visor and or sunglasses are recommended. Weather permitting, the majority of activities will be held outdoors, so please be sure to send your camper with a jacket on cool days. Gym Shoes and socks should be worn at all times (no sandals). Remember it is easy to get dirty at camp.

### **Camper Items**

Campers should bring a lunch daily, unless registered and paid for the Hot Lunch program. We will have a refrigerator on site, however if you are able to send the lunch in an insulated bag with ice packs it would be helpful as all the lunches will not fit. It is suggested that parents put sunscreen and/or bug repellent on their children before they arrive at camp, as our staff are not allowed to apply them. Because our camp offers a wide variety of activities, please refrain from sending items from home to camp. We cannot be responsible for lost or stolen items.

### **Field Trips**

Throughout the summer we will take walking field trips and bus field trips to various locations. We will also have different programs come to the park district. Some trips may give cause for campers to bring a backpack/bag with extra items in them such as: swimsuit, towel, and sunscreen etc. Please make sure all items are clearly marked with the campers name on them. Depending on the type of trip parents may accompany the camp on the trip for an extra fee.

### **Pop Machine**

The Crete Park District no longer has a pop machine. Campers are asked to bring extra water bottles and a drink for lunch. The Park District supplies the camp with water, campers are encouraged to bring water bottles with their names on them to camp daily.

### **Lunch**

All campers will be eligible to receive a free lunch provided by the Northern Illinois Food Bank. These lunches will begin on **June 19<sup>th</sup>**. We will receive a menu from the NIFB at the start of the month for what the food options will be everyday for that month. In order to participate in this program we need to have the orders in a week before. More information will follow at the start of summer.

### **Crete Park Behavior and Discipline Policy**

Our main goal at the Crete Park District is to ensure that your child has fun in a safe manner. Inappropriate behavior takes away from this goal. Your child's utmost respect and good behavior is expected throughout the day. Since most campers stay for at least six hours a day, each counselor will be recognized as a legitimate influence in your child's care and development.

To make certain that every child is safe, every camper must....

1. Listen to staff.
2. Respect staff and other children.
3. Respect facility property.
4. Not leave property without parent permission.
5. Keep hands, feet and other objects to yourself.
6. Participate in all activities and stay with counselor at all times.
7. Use an inside voice when indoors.
8. Respect the bus and rules of the bus.
9. Follow staff instructions at all times.
10. Be positive and have fun.

Children ***may not*** bring.....

1. Flip Flops/Sandals
2. CD Players
3. MP3 Players
4. IPODS
5. Hand held games
6. Trading Cards
7. Cell Phones
8. Heelies
9. Ipads/Tablets

Your child does **NOT** need to bring anything to camp besides their lunch, water bottle; therefore, there is no need for backpacks. If you need to send a backpack with your child, a parent, needs to explain to the office why this is necessary and the child must leave the bag in the office while camp is in session.

### **Medications**

In order for your child to take any medications (including those over the counter) during the day camp, the medication portion of this packet must be turned in to the Day Camp Director. At no time will a camper be allowed to carry medication with them on the camp grounds. Medication may only be administered in the office under the direction of the Day Camp Director or other Park District personnel. If your child needs to have an inhaler with them at all times, his or her inhaler needs to have their name printed clearly on the inhaler with permanent marker and it will be kept with the Head Camp Counselor of the child's group.

## Health Policy

The Crete Park District should be notified when a participant will be absent due to illness of any type. **The office number is 708-672-6969.** It is warranted to exclude a participant from the programs at The Crete Park District when that person is either too ill to participate in activities, or when illness or injury requires a level of care or observation that cannot be managed at the program. Participants with any of the following symptoms will not be allowed to attend the program and should be kept at home until they can meet the criteria for readmission. (See readmission policy). Written protocols can never be so well outlined and up-to-date that they will answer all questions regarding exclusion for every possible situation, therefore The Crete Park District reserves the right to request a letter from a medical professional stating that a condition is non-contagious.

Any fever, diarrhea or vomiting in the past 24 hours

Any undetermined rash

Any persistent cough

Mouth sores, unless a health professional has determined it is not from a communicable disease.

Conjunctivitis (Pink Eye)

Scabies, head lice, or other infestations

Green and/or thick discharge from the nose

Unusual lethargy, persistent crying, difficult breathing or other signs of possible severe illness

Participants will not be permitted to attend park programs and may not return until admission requirements are met for the following types of contagious illness:

*Tuberculosis, Mumps, Impetigo*  
*Hepatitis A & B, Chicken Pox, Measles*  
*Rubella, Shingles, Strep Throat, Scarlet Fever,*  
*Ring worm, Herpetic Gingivostomatitis, Pertussis (Whooping Cough)*

## Readmission Policy

After an illness participants may return to the program after the following criteria have been met:

Persistent cough diagnosed as non contagious

Fever free for 24 hours

Diarrhea free for 24 hours

A rash has been determined to be non-contagious by health professional

24 hours after antibiotic treatment has begun for

Conjunctivitis (Pink Eye)

Strep Throat

24 hours after antibiotic treatment has been completed for Whooping Cough (pertussis) Isolation periods:

Chicken Pox-6 days and when all skin eruptions have scabbed over

Mumps- 9 days

Measles- For four days after the disappearance of the rash.

A physician's statement to return to the program must be submitted if any of the following were a cause of absence:

*Tuberculosis, Mumps, Impetigo*  
*Hepatitis A & B, Chicken Pox, Measles*  
*Rubella, Shingles, Strep Throat, Scarlet Fever,*  
*Ring worm, Herpetic Gingivostomatitis, Pertussis (Whooping Cough)*

## Staff

The majority of the camp staff are post-college or college age, who are education and related field students. Many of our staff has worked with the park district camps for 3 or more years. We do employ some high school students who work side by side with some of our seasoned staff. Our campers are supervised with a ratio of 1:10 counselors to campers.

### **Suspected Abuse or Neglect**

In accordance with the procedures set forth in The Abused and Neglected Child Reporting Act any camp personnel having reasonable cause to believe that a child known to them in their professional capacity may be an abused or neglected child shall immediately report the matter to their supervisor. The proper authorities will be notified.

## **The Go-To Guide for All Field Trips**

### **Splash Station:**

We will travel to Joliet's very own water park. Campers will enjoy Splash Station's Miner's Mountain, Rattlers and Hot Shot Slide, The Tunnel and The Gauntlet Pelican Pond, Tumbleweed Pass, and Raging Rapid Ravine. All campers will be placed in groups based on their swim ability. Swim ability will be determined by parents on the swim ability form, included in the parent's packet.

**Website:** <http://www.joliet splashstation.com/>

**Address:** 2780 Channahon Rd., Joliet, IL 60436

**Phone Number:** (815) 741-7275 ext. 400

- **Friday July 21 & Wednesday August 9**
- Please fill out the swim ability form and send it in with the permission slip.
- Bag lunch only this day. We will be eating outside the park before it opens.
- Bus will leave at 9:10 am and return at 4:00 for normal pick-up.
- Children should wear their bathing suits under their camp shirt and clothes. A bag may be sent with your child's name on it with sunscreen, bug spray, and a towel in it.
- Make sure to put on sunscreen and bug spray!
- Bring a sack lunch this day. We will be eating our lunch before to go into the waterpark.
- Money does not need to be sent with your child.

## **In house Field Trips**

### **Puppet Show:**

**June 23, 2017**

Campers will enjoy learning about how to be a good friend and not bullies by watching a fun puppet show.

### **Paint Party:**

**July 7, 2017**

Campers will have fun becoming artist and painting their own canvas under the instruction of Michelle. Once done creating their masterpieces they will be able to take them home.

### **Jump N Climb:**

**July 14, 2017**

Campers will have the opportunity to play and climb on a rock climbing wall. Close toed shoes and socks are a must.

**Time Warp Dance:**

**July 28, 2017**

Campers will go back in time and have a dance party at the park. Campers are encouraged to pick a decade and dress up in the decade. We will have music, snacks and games.

**Frog Lady Animal Signs:**

**August 4, 2017**

Who left that track behind? Was something nibbling on that plant? IS THAT POOP? Become an animal detective as you read the signs animals leave behind in this sometimes gross, yet always intriguing program. If desired, students will be able to make their very own track plaster cast to take home.

## 2017 Summer Camp Themes

June 19 – 23: All Ball

June 26 – 30: Going Green

July 5 – 7: Artful Antics

July 10 – 14: Get Your Play On!

July 17 – 21: H2O Wow

July 24 – 28: Time Travelers

July 31 – August 4: Animal Planet

August 7 – 11: Camp Closeout

PAPER WORK  
THAT MUST  
BE FILLED OUT  
AND RETURNED  
TO THE PARK  
BEFORE  
THE FRIST DAY  
OF CAMP



Dear Parents and Guardians,

We welcome you to another great year in camp. We are excited about all the upcoming events we have planned and are excited about the exciting events still to come. We request that you fill out an "All About Me" worksheet with your child to help us plan events and activities that will tailor to your child's interests. We also believe this would create a stronger connection between counselors, peers, and your child. Campers can share common interests with others by discussing the information on their worksheet and give campers the opportunity to discover new perspectives and perhaps come to love something new. We look forward to working with you and your child to make this a successful and educational camp year. If you have any questions or concerns about this worksheet please feel free to contact us at the park office, at 708-672-6969.

Sincerely,

Janel Geary and Nicole Tatge

Crete Park District  
Summer Day Camp  
Medication Form

I \_\_\_\_\_ give the staff of the Crete Park District permission to dispense the listed medications to my child \_\_\_\_\_, during the hours of which he/she is at camp.

Medication: \_\_\_\_\_

Dispensing information:

Medication: \_\_\_\_\_

Dispensing information:

Medication: \_\_\_\_\_

Dispensing information

Parent Signature: \_\_\_\_\_

Emergency contact number: \_\_\_\_\_

# Field Trip Permission

## Field Trip Details

**Location: Splash Station**

2780 Channahon Rd.,  
Joliet, IL 60436

**Date:** Friday July 21, 2017

**Time:** The bus will be leaving at 9:00 and returning back to camp at 4:00

**Cost:** Trip is free for campers. Should you want to accompany your child, there will be an extra fee. Please contact the office for more details.

## What to Bring

\* Flip Flops

\*Swimsuit, Sunscreen, Towel, and Clothes to Change in and out of.

\* NO cell phones, iPods, video games, etc should accompany the children. Any equipment of this kind will be taken away by the counselors and returned at the end of the day.

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## Emergency Information

In case of an emergency, please contact:

\_\_\_\_\_  
Name/ Relationship

\_\_\_\_\_  
Phone

I give permission for my child, \_\_\_\_\_ to attend the field trip to Splash Station Water Park on July 21, 2017.

My child \_\_\_\_\_ will not be attending the field trip and will not be at camp on July 21, 2017.

X \_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

# Field Trip Permission

## Field Trip Details

**Location: Splash Station**

2780 Channahon Rd.,  
Joliet, IL 60436

**Date:** Wednesday August 9, 2017

**Time:** The bus will be leaving at 9:00 and returning back to camp at 4:00

**Cost:** Trip is free for campers. Should you want to accompany your child, there will be an extra fee. Please contact the office for more details.

## What to Bring

\* Flip Flops

\*Swimsuit, Sunscreen, Towel, and Clothes to Change in and out of.

\* NO cell phones, iPods, video games, etc should accompany the children. Any equipment of this kind will be taken away by the counselors and returned at the end of the day.

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## Emergency Information

In case of an emergency, please contact:

\_\_\_\_\_  
Name/ Relationship

\_\_\_\_\_  
Phone

I give permission for my child, \_\_\_\_\_ to attend the field trip to Splash Station Water Park on August 9, 2017.

My child \_\_\_\_\_ will not be attending the field trip and will not be at camp on August 9, 2017.

X \_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

Crete Park District

SPLASH VALLEY FIELD TRIP

On July 27 & August 9, 2017, campers will be taking a trip to Splash Station Water Park. We like to break up our campers into groups based on their swim ability to help us determine where the campers can swim and where they cannot. Please place a **check mark** next to the description that best describes your child's swim ability so that we ensure that your child is placed in an appropriate group.

Child's Name: \_\_\_\_\_

- My child will not be attending this day.
- Level 0** My child has no swimming ability.
- Level 1** My child can float on their back, submerge their head, nose, and eyes underwater, and swim with support.
- Level 2** My child can float on their back, can swim (ex. dog paddle) for 1 minute without support, and submerge their head under water.
- Level 3** My child can tread water for 30 seconds, swim backstroke, breast stroke, etc for short distances, float on back, and completely submerge head underwater.
- Level 4** My child can proficiently tread water for 1 minute, swim backstroke, breast stroke, etc. for 2 minutes, and swim underwater.

Please return this form **before Friday July 14th** or we will assume they have very limited swimming ability and place them in a group accordingly.

Parent/Guardian Signature: \_\_\_\_\_

Any questions? Please call Crete Park District at 672-6969 and ask for Janel or Nicole.

# Walking Field Trip Permission

## Field Trip Details

**Camps:** All Camp

**Location:** Martin Park, Heritage Park, Cone Cottage, Crete Library, Crete Elementary Playground, Crete Fire Station, Crete Police Station, Finishing Touch, Gaines Farm, Aurelio's, Crete Lion's, Crete Park on Main other local businesses in Crete.

**Time:** Please make sure your child is with their head counselor promptly at 9:00 a.m.

**Cost:** Free for children.

**Dates :** TBA through flyers sent home.

## What to Bring

\* Walking shoes

\* Make sure to wear your camp shirt!!

\* NO cell phones, iPods, video games, etc should accompany the children. Any equipment of this kind will be taken away by the counselors and returned at the end of the day.

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## Emergency Information

In case of an emergency, please contact:

\_\_\_\_\_

\_\_\_\_\_

I give permission for my child, \_\_\_\_\_ to attend the Walking Field Trips with the Crete Park District Day Camps.

My child \_\_\_\_\_ will not be attending the walking field trips.

X \_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_