



## Avon Lake Recreation Summer Camp

### 2024 Camper Handbook

This handbook should be used as a guideline to answer any questions you have about the summer camp program. If you have any additional questions, please call the Recreation Department at 440-930-4130.

Our goal is to provide a positive camp experience that promotes personal and social development through creative summer activities.

### 2024 Summer Camp Dates:

Week 1: June 17– 21 – Sports

Week 2: June 24 – 28 – Farm

No Camp the week of July 4<sup>th</sup> Happy Holiday!

Week 3: July 8 – 12 – Animals

Week 4: July 15 – 19 – Music/Talent/Art

Week 5: July 22 – 26 – Water Week

\*Themes subject to change

### Camp Hours:

9:00 am - 4:00 pm, Monday through Friday

Drop Off: 8:45 am - 9:15 am

Pick Up: 3:30 pm - 4:00 pm

### Extended Care Options: (additional fee will apply):

Early Drop Off: 8:00 am - 9:00 am, \$20 per week @ Erieview Elementary

Stay & Play: 4:00 am - 5:30 pm, \$25 per week @ Erieview Elementary

### Camp Location:

Erieview Elementary School - 32630 Electric Blvd, Avon Lake

### Meet & Greet:

Monday, June 10 at 6:00 pm Erieview Elementary School - 32630 Electric Blvd, Avon Lake. Parents and guardians are encouraged to attend with their children. Meet the summer camp teachers and staff, learn about camp and get your camp t-shirts. If you cannot attend, your child will receive their shirts on the first day of camp.

### Attendance:

If your child will be missing camp or be late to camp, we ask that the parent/guardian call the camper phone to notify the staff or use the Remind app. Please do not send

your child to camp if they are ill and/or have a fever. If a child becomes ill during the day, the staff may contact the parent/guardian and ask them to pick up their child from camp. **FIELD TRIP DAYS:** If a child is late to camp and misses the field trip bus, the will not be permitted to attend camp that day.

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

All drop off and pick up will occur at Erieview Elementary School, 32630 Electric Blvd. Parents/Guardians must sign their child in and out with our camp staff each day.

**8:00 AM** Those registered for Early Drop Off are permitted to sign in your child with a staff member. If you arrive earlier than 8:00 am on any day, please be prepared to wait.

**8:45 AM** All camp staff will be available to receive campers registered for the regular camp day on the North side of Erieview off of Lake Road.

**9:00 AM** Camp Begins At 9:15 am, the staff will begin a Team Meeting for all campers so we ask that you ensure your child is at camp by this time. Campers will not be permitted to be dropped off once camp leaves the building for the day (typically around 10:00 am). If you require special arrangements, please speak with a counselor in advance.

**3:30 PM** Campers and staff will begin pick up on the South side of Erieview in the circle drive.

**4:00 PM** All campers must be picked up by this time, unless you are registered for Stay & Play (Pickup by 5:30 pm).

### **Late Policy:**

Late drop off, after 9:15 am, is strongly discouraged due to our schedule. Tardiness impacts the flow of camp and any can upset other campers. Campers that are perpetually late may not be allowed back to camp. Once camp has left Erieview for the day, campers will not be allowed to join camp.

The Avon Lake Recreation Department's late pick-up fees are as follows: A \$5 late pick-up charge, plus \$1 for each minute late will apply after 4:00 pm (5:30PM for those who select Stay & Play). For example: if a parent arrives at 4:01 pm, a \$6 late fee will be applied. *Fees must be paid prior to the start of the next camp day for your child to return to camp.* A no-exceptions policy allows us to apply the late policy to everyone consistently and fairly.

Campers will only be permitted to be picked up by parents/guardians and those individuals listed at the time of registration. For safety purposes, photo identification will be requested for verification purposes.

### **Camp T-shirts:**

For the safety of all participants **campers are required to wear their camp T-shirt every day.** Each camper receives 1 camp shirt per week registered. The t-shirts are dri-fit and

should be worn in the pool as well. Additional T-shirts can be purchased and are \$10 each while supplies last.

### **What to bring to camp:**

Camp is held primarily outdoors. Children are to wear appropriate clothes to camp, including socks and tennis shoes as there is lots of walking throughout the day. For the safety of all children – sandals, Crocs, and flip flops are not permitted. Each camper should bring a backpack with: (Please label everything)

- a non-perishable healthy lunch
- drink and/or reusable water bottle
- afternoon snack
- sunscreen (applied before camp and brought to be applied by the child)
- bug spray (if desired)
- hat to help keep the sun off of your child's face
- a bathing suit and towel on pool days (Tues/Thurs)
- NO toys, dolls, stuffed animals, electronics, etc. are permitted

Please send your child to camp in clothes and shoes that you do not mind if they get dirty, muddy, and wet.

### **Lunch & Snacks:**

Each day please send your child with a non-perishable healthy **lunch** and **water bottle** (no soda/candy permitted). Refrigeration is not available for lunches. Campers are encouraged to bring a **snack** for the afternoon as well. If your child has any food sensitivities they must be listed in this packet. Camp is not a nut-free environment; however, counselors do their best to ensure there is a "nut-free" table/eating-area for any children with nut-allergies.

### **Administration of Medicine:**

If a child needs medication administered during the hours of camp, a physician's signature is required. Parents will need to fill out the Physician & Parent Authorization for the Administration of Medicine form.

### **Illness or Injury:**

Children not feeling well or who have a fever should stay home. Illness or injury that occurs during camp will immediately be reported to the parent/guardian. In the event of a serious illness or injury, emergency services will be contacted.

### **Pool Policies:**

Weather permitting, we will be going to the pool on Tuesdays and Thursdays. For the safety of all children, our staff and all campers will be in the water and we will group

them with children of similar abilities to keep them in the correct area of the pool. When registering your child for camp, you will need to indicate their level of swimming abilities.

#### Swimming Permissions:

\_\_\_ My child is a non-swimmer and I only feel confident with them swimming in shallow water (zero-entry to 4ft). Disposable non-swimmer wristband will be provided each pool day and should be worn at all times during the swim session.

\_\_\_ I feel confident that my child is a deep water (up to 12 ft 6 in) safe swimmer.

\_\_\_ After passing the swim test, given by a pool lifeguard, my child has permission to go off the diving boards (1 meter board and 3 meter board).

After passing their swim test, one re-usable wristband will be given to your child for the summer. They will need this wristband in order to go off the diving boards or swim in the deep end. They should wear this wristband to camp on pool days (Tues/Thurs). If lost, there is a \$1 replacement fee each time.

#### **Personal Items:**

The City of Avon Lake is not responsible for lost or stolen property, including money. Please make sure all necessary items are labeled with your child's name. The following items are **prohibited** during camp: Cell phones, smart watches, ipods/MP3 players, video games, money, knives or weapons or any kind (including toy guns) toys or stuffed animals or any other distracting items that the teachers request that the child leave at home. The camp counselors will have a cell phone and the number will be provided to parents. The camper can have a teacher make a call to parents if needed. If a child brings any prohibited items to camp, the item will be confiscated and returned to his/her parent/guardian at the end of the day. These items are banned in order to eliminate any disruptions and safety concerns that may arise from their use.

#### **Lost & Found:**

Lost & Found items will be kept in at Erieview. If items are not claimed by the end of the camp, they will be donated or discarded.

#### **Field Trip Permission:**

Field trips will take place each Wednesday and Friday during camp and are included in the price of camp. Transportation is by Avon Lake City School bus. Orange or Green Camp t-shirts must be worn for each field trip. If the t-shirt is not worn, a new one will be provided and your account will be charged accordingly (\$10 each). Should your child not attend a field trip for any reason, we cannot issue you a refund. Final camper counts are sent out to the organizations we visit well in advance. Additionally, if you opt out of a field trip you will not be permitted to attend camp that day as all staff attend every field trip.

**Behavior Management:**

At the City of Avon Lake, we expect all of our staff, volunteers, campers and visitors to conduct themselves in an appropriate manner. In order to help facilitate a safe and positive environment for all individuals, Avon Lake Recreation Department has adopted a discipline policy. Any summer camper caught physically fighting, bullying, sexually harassing another individual, disrespecting authority figures; or with alcohol, drugs, tobacco products, pornography, or anything that can be construed as a weapon. There will be no refunds for missing camp due to a discipline issue.

**1<sup>st</sup> offense** - Parents will be contacted and may be asked to pick up their child immediately and keep them home for the day.

**2<sup>nd</sup> offense** - The child will be sent home and will be excluded from camp for the rest of the week. If this occurs on a Friday, the camper will miss their next scheduled day of camp (i.e. Monday).

**3<sup>rd</sup> offense** - The child may be excluded from future camps.

Avon Lake Recreation reserves the right after reviewed by camp teachers and the Recreation Director, a child can be excluded from all current and future camps held by the Avon Lake Recreation Department at any time. Parents/guardians will not be refunded their child's registration fees for their child being removed from camp. If it is discovered after summer camp ends someone violated the discipline policy, they will be prohibited from attending summer camp the remaining sessions and/or years.

We ask parents and guardians to help the summer camp staff and volunteers remain faithful to this commitment, by reporting to the Recreation Director, any violations of the discipline policy they are aware of.

**Special Accommodation:**

I acknowledge that my child has no physical limitations or disabilities of any kind which would restrict him/her from participating, unless listed on this form. Any special accommodations needed should be noted during registration and should be discussed with a camp teacher in advance.