



2018 Camp Sports & Sorts Parent Manual

May/June 2018

Dear Campers and Parents,

Welcome to Camp Sports & Sorts at Central Athletic Complex (CAC)!

As the start of camp for your child draws near, the Wheaton Park District staff is busy making final plans for your child's session at camp. We have planned a very exciting summer and look forward to welcoming your child back to camp or to meeting them for the first time.

All the information you need prior to the start of camp is in this manual. Please take time to read this information over carefully. This helps minimize some of the confusion during the first few days of camp.

The camp manual is available on our website at wheatonparkdistrict.com/camps

The following forms need to be returned on the first day of camp to your Camp Director:

- **Yellow Health History & Emergency Form** (Please download and return on first day of camp.)
- **Medicine Dispensing Form** (mandatory for campers requiring medication/inhalers while at camp)

We hope that this information is helpful to you. Please feel free to let us know if you have questions.

We are looking forward to a great summer!

Sincerely,

Mark Dolphin, Athletic Manager
630.510.5119 | mdolphin@wheatonparks.org

Jayne LaBelle, Camp Director
Preston Hammerschmidt, Camp Director

About the Staff

Camp directors have either graduated college with degrees in education and teaching in Illinois or will be teaching for the first time this fall. All assistant directors and counselors have at least one year of college behind them, and the majority are working towards degrees in elementary education. All staff are CPR/First Aid certified and attend a training week through the park district. Many staff have been campers in a variety of Wheaton Park District camps in their younger years.

Summer camp staff by location:

Community Center

Mark Dolphin- Athletic Manager, 630.510.5119 | mdolphin@wheatonparks.org

Central Athletic Complex (CAC)

Jayne LaBelle-Camp Director

Tyler Mamrot- Camp Director

Where is my camp located?

Camp is located at the Central Athletic Complex (CAC), 500 S Naperville Rd, Wheaton.

Phone number for camp: 630-945-7045.

What are the camp hours?

Before-Care: 7:30-9A

Normal Camp Hours: 9A-4:30P

After-Care 4:30-6P

Drop off and pick up

Please drop off and pick up your camper in the CAC Lobby at the appropriate time. Also, there is a **\$1 a minute late charge, payable immediately for children left past the end of their camp day that are not enrolled in after-care.**

If you will be late, please call the camp phone and ask to speak with the camp director. If you are waiting in line to pick up your camper these charges do not apply.

Will camp take place if it is raining or severe weather?

Yes. Camp takes place rain or shine! In case of severe weather, camp staff follows park district procedures:

- If weather conditions indicate a tornado watch, staff monitors the weather conditions and will act appropriately.

- If there is a tornado warning this means a tornado has been sighted. All campers and staff will take shelter immediately.
- If a parent comes to pick up their camper while under a tornado warning, we recommend the parent and camper stay in the building. If the parent wants to take the camper(s), they must sign the camper(s) out prior to taking them from camp.

What are the arrival procedures at camp?

On the first day of camp, please turn in all required paperwork and sign in your camper with the camp director. On every other day of camp, all you need to do is sign in your camper. If a camper has not shown up for camp, and you have not contacted the Athletic Manager, the camp director will call your home number to make sure the camper is not coming to camp.

Forms that need to be turned in on the first day:

All forms should be completed and turned in on the first day of camp. Documents are available to download and print at: wheatonparkdistrict.com/camps

- Health History & Emergency Form (both sides)
- Medicine dispensing form (if needed)
- Inhaler/Epipen Waiver (if needed)
- Movie Permission

What are the dismissal procedures from camp?

To insure their safety, campers are only released to their parents, guardians or another adult who has been listed on their yellow emergency form. Campers are only released once they are signed out.

For the safety of our campers, please be prepared to show your license or a photo ID for the first few days at camp until staff becomes familiar with you. This may take some time, but in the end we expect this to be a speedy process. This is to ensure your camper is safe and released to the appropriate adult.

What if my camper will be absent?

As a courtesy, please call us if your camper will miss a day of camp due to illness, vacation, appointment, etc. If you know ahead of time that they will not be at camp, please give the director a written note with the dates your camper won't be at camp.

How will I know what is happening each day at camp?

Camp will be mostly sports activities, gym class and recess type games. They may watch a movie at the

end of the day occasionally to unwind from a fun and tiring day. All camp letters and information will be emailed to the parents along with the theme for that week.

What about lunch?

Camp Sports & Sorts does not provide lunch at camp, but we urge parents to pack a lunch for their camper. There are no refrigerators to put lunches in so plan accordingly please. We recommend that your camper brings a water bottle and a snack.

Are there kids with allergies at camp?

Yes. Please be aware that many campers have food allergies. We ask that any food you send be “nut-free.” Remember that peanut butter and some other processed foods contain nuts. We truly appreciate your help.

If your camper needs to have medicine available to them at camp, please fill out the Medicine Dispensing form and Inhaler/Epipen Waiver included with this parent manual. This form must be filled out and accompany any medication in its original containers. All medicine is stored in a locked box and administered to the camper by the director or assistant director who records the usage in a log book.

What is the yellow health history and emergency form used for?

This form helps to ensure the health and wellness of your child in the event of an emergency. Please fill out the yellow health history and emergency form and include cell phones for all contacts. This form must be returned on the first day of camp. If your camper does not return the form, they will not be allowed to participate in camp. Please note any allergies, existing medical conditions, and who will be picking your child up at camp.

Health Requirements

For each camper’s protection, the following health regulations are required:

- Camp staff has the authority to refuse any camper who shows signs of illness. In such cases, the camp staff’s judgment is final. It is the parent’s responsibility to verify that their camper’s daily health is adequate for their participation in the program before bringing them. A camper who shows signs of illness should be kept home for their own good as well as for the protection of other campers.
- If a camper becomes ill or injured at camp, the parent is notified promptly. The staff follows directions stated on the yellow emergency form concerning your physician and others who are to be notified if a parent or guardian is unavailable. If an ambulance is called, a camp staff member rides with the camper to the hospital.

- If your camper is exposed to a communicable disease, you must notify us immediately so that incubation dates can be verified and/or health of all campers concerned can be protected.

Please do not send your camper if they display any of the symptoms below, as they may indicate a real illness:

- Temperature above 99°F in the morning.
- Diarrhea, where more than one abnormally loose stool has occurred in the last 24 hours.
- Vomiting any time after 6P the preceding evening.
- Severe coughing where the child gets red or blue in the face or the child makes a high-pitched croupy or whooping sound after he or she coughs.
- Difficult or rapid breathing.
- Yellowish skin or eyes.
- Pinkeye (conjunctivitis), evidenced by tears, redness or eyelid lining and irritation, followed by swelling and discharge of pus.
- Infected skin patches that are crusty, bright yellow, dry or gummy.
- Any contagious disease, like chicken pox, measles, mumps, mono, etc.
- If an antibiotic has been given for an ear infection or sore throat, wait 24 hours before sending a child back to camp.
- Severe itching of the body or scalp could indicate the presence of lice.
- Severe sore throat or trouble swallowing.
- Constant runny nose.

When validated, keeping children from camp when sick prevents the spreading of disease, so that all kids in the camp are healthier and miss fewer days.

How should my camper dress for camp and what should they bring?

Ready to play! Campers should wear clothes that they can get dirty or stained and be dressed for the weather – sometimes it gets cold in the summer. **Please make sure to label all belongings because each camper is responsible for their own belongings.**

- Backpack to carry lunch or jackets
- Sunscreen
- Gym Shoes – No open-toed shoes. These include but are not limited to sandals and Crocs. These create a tripping hazard and do not protect little feet from being harmed when stepped on.
- When it is **cold** add layers. Remember it is always easier to take off layers than not have enough.
- When it is **hot** wear light colored clothing, black shirts absorb heat/sunlight.
- Hat
- Water bottle

What should my camper NOT bring to camp?

- Pets of any kind
- Cell phones (unless turned off and stored in back pack during camp)
- Electronic games – iPads, Nintendo, etc.

- Any clothing with inappropriate sayings or pictures
- Personal items that can be lost
- Weapons of any kind, including but not limited to, pocket knives, screwdrivers, lighters and/or matches

NOTE: If any of these items are brought to camp, they will be confiscated.

Is there a lost and found at camp?

Yes, there is a lost and found for camp. It is located in the lobby of the CAC. At the end of the summer all remaining articles of clothing are donated.

What happens if my camper misbehaves at camp?

Misbehavior at camp is not tolerated. Persistent problems can harm the safety of other participants or ruin the camp experience for all involved. Campers are given verbal warnings (documented) before parents are contacted. When parents are contacted, a conduct report is filled out and signed by all persons involved. If the problem persists, the camper is expelled from the camp. No refund will be given if the camper is expelled.

Can I bring “odds and ends donations” to camp?

Absolutely. During the camp session, the staff would appreciate any donations of “odds and ends” that you have at home.

Examples of “odds and ends donations”:

- Egg cartons
- Milk jugs
- Brown paper bags
- Baby food jars
- Paper towel rolls
- Plastic water bottles

Will my camper receive a camp T-shirt?

No, Camp Sports & Sorts campers will not receive a T-shirt.