

Wild Explorers Camp

Parent Manual

Dear Campers and Parents,

Welcome to summer camp at the Wheaton Park District's Northside Park! Lincoln Marsh staff is excited to host your child's camp and is busy making the final plans for your child's session. We have planned a very exciting week 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 the time to read this information over carefully. This helps minimize some of the confusion during the first few days of camp.

Our summer camps use exploration, science, games, crafts and nature study to introduce basic ecological and/or historical concepts and to promote an appreciation for the natural world. Campers also have an opportunity to go canoeing. Daily activities are designed to be enjoyable as well as educational. Each day we learn something new and exciting!

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,

*Lincoln Marsh Natural Area
Summer Camp Staff*

Lincoln Marsh Natural Area Staff:

Deb Ditchman, Environmental Education Supervisor
630.871.2810 • dditchman@wheatonparks.org

Terra Johnson, Lincoln Marsh Program Manager
630.871.2810 • terraj@wheatonparks.org

Camp Counselors – All camp counselors are CPR/First Aid certified and attend a week of training through the park district.



Where is my camp located?

Camps are located at Northside Park's Boy Scout Cabin. The Boy Scout Cabin is located on an island in the lagoon on the northwest side of the park just past the Northside Family Aquatic Center. We encourage those who are not familiar with the area to find the Northside Park Boy Scout Cabin before the first day of camp. A map of the park is included with this manual.

When dropping your camper off, park in the Northside Family Aquatic Center parking lot. The camp counselors meet you for check-in at the picnic table near the gate to the Boy Scout Cabin (left of the aquatic center). This is also where you pick your camper up at the end of camp. If it is lightning and/or thundering at arrival/dismissal time, you need to come inside the cabin to sign your child in/out.

What is the camp phone number for my child's camp?

Wild Explorers: 630.945.7926
Lincoln Marsh Office: 630.871.2810

Please do not call for your camper at camp unless there is an emergency or if you have questions for the camp counselor.

What are the camp hours?

Wild Explorers: 9:30A-3:30P



What are the arrival procedures at camp?

- Check in with the camp counselor each day. There is a sign-in/out form that you are required to initial each time you drop your child off at camp. On the first day of camp, the counselor goes through your camper's forms and makes sure that everything is filled out correctly.
- Staff uses the time before camp begins to prep for the day's activities; therefore, campers should not arrive more than 5 minutes (10 minutes on the first day) prior to start time.
- If your camper is a walker or bike rider, please present your written permission to staff so that we can mark it on our attendance sheets.

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

- Health History and Emergency Form; included with this manual
- Medicine dispensing form (if needed); download at wheatonparkdistrict.com or call 630.871.2810.
- Waiver for use of inhaler/Epi pen (if needed).

What is the Health History and Emergency Form used for?

Please fill out the Health History and Emergency Form (front & back) that is included with this manual. When filling in phone numbers please include cell phones for all contacts. **Please return this form on the first day of camp. If your camper does not return the form, he/she will not be allowed to participate in camp.** Please note any allergies, existing medical conditions, and who is picking your child up at camp. Camp staff carries these forms with them at all times.

If you have a camper who needs to have medicine available to them at camp, please contact the Lincoln Marsh office or download the Medicine Dispensing form at www.wheatonparkdistrict.com. This form must be filled out and accompany any medication in its original container.

What are the dismissal procedures from camp?

- Campers are only released to their parents, guardians or another adult who has been listed on their Health History and Emergency Form.
- Campers should be picked up where they were dropped off. Check in with the camp counselor when picking up your child and initial the sign-in/out form.
- There is a **\$1 a minute late charge, payable immediately for children left past the end of their camp day.** If you are running late, please call the camp phone or the Lincoln Marsh Natural Area office.

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. We won't wait if we know you won't be there. If you know ahead of time that your child will not be at camp, please give the counselor a written note with the dates that your child won't be at camp.

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

Yes. Camp takes place rain or shine. If sprinkles or light rain are expected, wear a raincoat. Staff monitors weather conditions during camp. If a storm takes place during camp, campers and counselors remain in the cabin. If lightening is seen or thunder is heard, campers are kept indoors and are not allowed outside until 30 minutes after the last sighting or sound of thunder. If it is lightning and/or thundering at arrival/dismissal time, the parent/guardian needs to come inside to sign their child in/out.

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

On the first day of camp, weekly camp schedules are given to each parent at drop-off. While we strive to stick to the schedule, flexibility is necessary. Activities may be adjusted due to weather and other circumstances.

When will campers be canoeing?

Campers have the opportunity to participate in canoeing during camp. Exact days/times are determined the week of camp. Canoeing takes place weather permitting.



What about lunch and/or snacks?

Campers should bring a snack, lunch and water bottle in a backpack each day. All items brought to camp including backpacks, water bottles, lunch boxes, etc. should be labeled with the camper's name. Please remember to pack an ice pack in your child's lunch/snack to keep things cool. We do not refrigerate lunches at camp.

"Green" snacks/lunches:

The park district's environmental policies promote recycling and reducing solid waste. For this reason, we ask that your camper bring a **no waste snack** each day. If there is leftover packaging or wrapping, your camper may bring it home.

To help you know how a waste-free lunch/snack can be packed, please read the following guidelines. Thank you for your efforts to go green!

Waste-Free Tips

- canvas lunch bag/plastic or metal lunch box
- cloth napkins or washcloth
- refillable drink container
- metal silverware or reusable plastic utensils
- small servings put in Rubbermaid/Tupperware or similar container

Are there kids with allergies at camp?

Yes. The Wheaton Park District requests the cooperation of parents with children in our programs to partner with us in promoting a safe environment for children with allergies. The district will attempt to accommodate each program participant who has such an allergy within each camp. Please refer to the park district's camps page at wheatonparkdistrict.com/programs/camps/camp-forms/ to review the agency's allergy guidelines. While the Wheaton Park District is committed to monitoring foods and responsibly limiting potential food allergens, the District cannot guarantee a 100% nut-free or allergen-free environment.

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 his/her participation in the program before bringing him/her to camp. A camper who shows signs of illness should be kept home for his/her 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. Staff follows directions stated on the Health History and Emergency Form concerning your physician and others who are to be notified if a parent or guardian is unavailable.
- 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 anytime after 6 pm 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. Please do not wear new or favorite articles of clothing. Old clothes and sneakers are strongly recommended. Campers should also dress for the weather. **Please make sure to label all belongings because campers are responsible for their own belongings.**

- Backpack to carry projects, supplies and snack/lunch.
- Water bottle
- Sunscreen and **bug spray** (please apply before you get to camp)
- Lightweight long pants or shorts that come down to the knees. This provides protection from briars and insects.
- Gym shoes. **No open toed shoes, including but 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 to not have enough.
- When it is **hot** wear light colored clothing, black shirts absorb heat/sunlight.
- Hat and sunglasses
- Towel (in case your camper gets wet)

What should my camper *not* bring to camp?

- Pets of any kind
- Cell phones (unless turned off and stored in backpack)
- Electronic games
- Any clothing with inappropriate sayings or pictures
- Personal items that can be lost

What about mosquitoes?

We want to remind you that mosquitoes make their presence known. These tiny buzzing blood suckers can make camp miserable if your child is not adequately protected. The simplest way to make sure that your child has an enjoyable experience is to dress them in long, light-weight pants and apply insect repellent prior to your arrival. **We will not provide insect repellent to campers. If a camper wishes to bring insect repellent, he/she is responsible for carrying it. Camp staff can help campers re-apply insect repellent during camp. The repellent must be spray-on and be clearly labeled with the camper's name.** We **highly** recommend applying insect repellent before you get to camp.

Is there a lost and found at camp?

Yes, items left behind at camp are stored by the camp counselor or at the Lincoln Marsh office. Call the camp phone or the Lincoln Marsh office to inquire about any missing items. At the end of the summer all remaining articles are donated to charity.

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 short camp experience. Campers are given verbal warnings 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 is given.*

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 for example: egg cartons, milk jugs, brown paper bags, baby food jars, paper towel rolls, plastic water bottles, etc.

Will my camper receive a camp T-shirt?

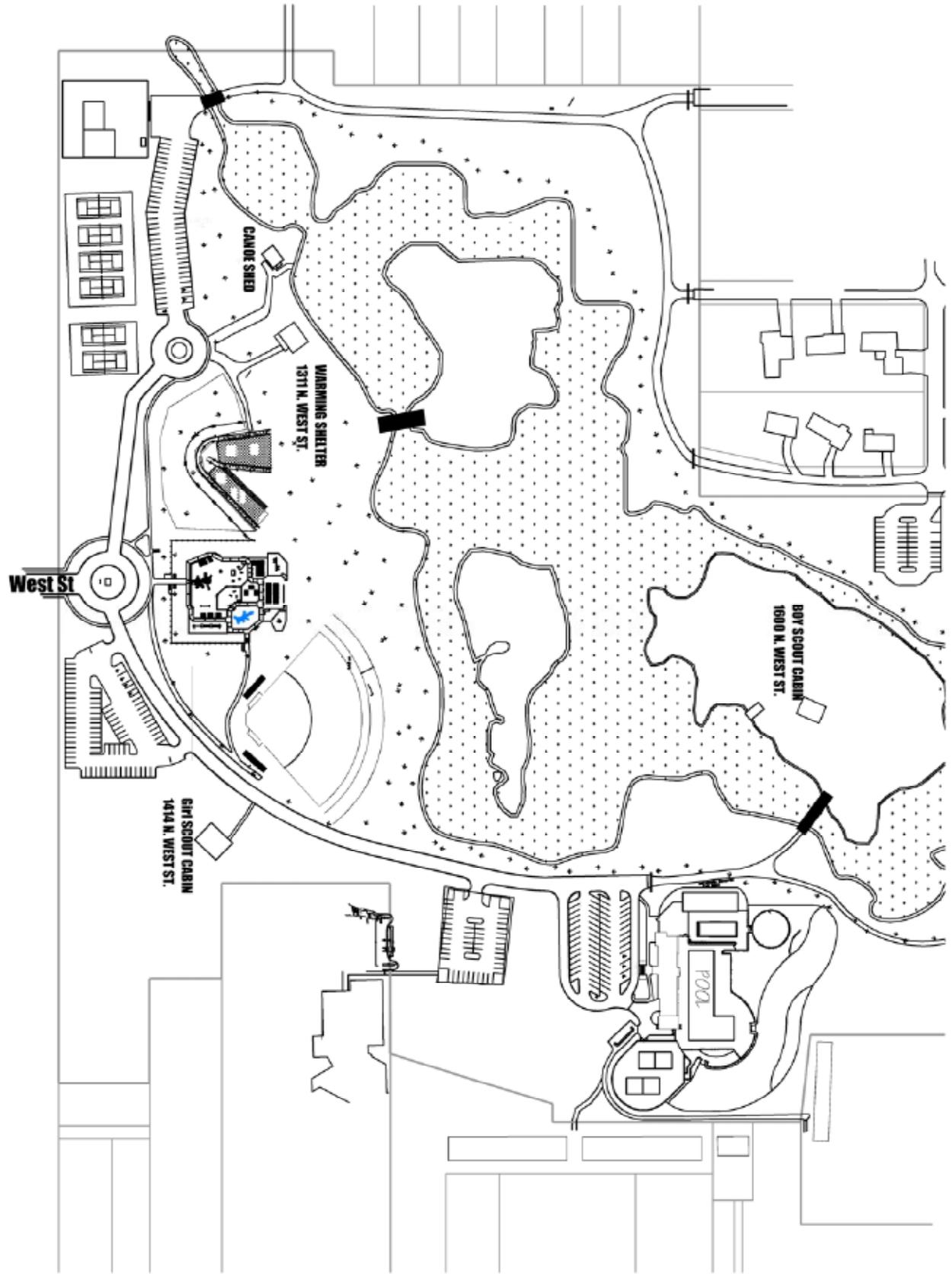
Yes. Campers receive a tie-dye and Lincoln Marsh T-shirt one of the first days of camp.





WHEATON PARK DISTRICT
 102 E. Wesley WHEATON, IL 60087
 (630) 565-4700
 www.wheatonparkdistrict.com

NORTHSIDE PARK
1300 N. WEST ST.
BUILDING ADDRESS MAP



drawn by	SMH	checked by	SMH	date	7/07	revised by		checked by		date	
file name	1300N.WEST	revised by		checked by		date		revised by		checked by	



**Wheaton Park District
Health History and Emergency Form**

Attach Picture
Here

Name of Camp: _____ Session: _____

Name _____ Birthday _____ Age _____ Grade in Fall _____

Home Address _____ City _____ Zip Code _____

Parent/Legal Guardian _____ Phone Number _____

Address _____ City _____ Zip Code _____
(If different from address above)

Work Phone: _____ Cell Phone: _____

Second Parent/Legal Guardian _____ Phone Number _____

Address _____ City _____ Zip Code _____
(If different from address above)

Work Phone: _____ Cell Phone: _____

If not available in an emergency, notify:

Name _____ Relationship _____

Cell: _____ Home Number: _____

Address _____ City _____ Zip Code _____

Insurance Information

Is the participant covered by family medical/hospital insurance? ___yes ___no

If yes, indicate carrier or plan name _____ Group # _____

Carrier Address _____ City _____ Zip Code _____

Name of Insured _____ Relationship to participant _____

Physician Information

Name of Physician _____ Telephone _____

Address _____ City _____ Zip Code _____

Name of Dentist _____ Telephone _____

Address _____ City _____ Zip Code _____

Authorization for Emergency Medical Treatment

I authorize the Wheaton Park District to take action as necessary in case of an emergency.

_____ Date

_____ Signature of Parent or Guardian

Health History

The parent/legal guardian must fill in the following information. The intent of this information is to provide camp personnel the background for appropriate care. Keep a copy of the completed form for your records.

ALLERGIES – List all known Medication Allergies (List)

Describe Reaction and Management of the Reaction

Food Allergies (List)

Other Allergies (List) – include insect stings, hay fever, asthma, animal dander, bug spray, etc.

Restrictions (The following restrictions apply to this individual)

Does not eat:

Peanuts Tree Nuts Pork Poultry Seafood Eggs Dairy Other

Please describe other: _____

General Questions (Explain “yes” answers below)

- | | | | | | |
|--|-----|----|--|-----|----|
| 1. Had any recent injury, illness or infectious disease? | Yes | No | 7. Ever had back problems? | Yes | No |
| 2. Have a chronic or recurring illness/condition? | Yes | No | 8. Ever had problems with joints? | Yes | No |
| 3. Ever had a head injury? | Yes | No | 9. Have any skin problems (rash, itching, Etc) | Yes | No |
| 4. Ever been knocked unconscious? | Yes | No | 10. Have diabetes? | Yes | No |
| 5. Wear glasses contacts or protective eyewear? | Yes | No | 11. Have frequent headaches? | Yes | No |
| 6. Ever been diagnosed with a heart murmur? | Yes | No | 12. Ever have frequent ear infections? | Yes | No |

Please explain any “yes” answers, noting the number of the question (s).

My child is up-to-date on his/her immunizations and tetanus shots: ____yes ____no

Use this space to provide any additional information about the participant’s behavior and physical, emotional, or mental health about which the camp should be aware:

Explain any restrictions to activity (e.g. what cannot be done, what adaptations or limitations are necessary, including swimming info):

My child is authorized to be picked up by the following person(s) from camp: (ID must be provided by person picking up)

1. _____ Relationship _____ Phone # _____
2. _____ Relationship _____ Phone # _____
3. _____ Relationship _____ Phone # _____