



## Camp Pee-Wee (Grades K&1<sup>st</sup> Graders) Information Sheet

### New 2019 Summer Camp Registration Guidelines

New changes are being made due to hiring/scheduling of camp staff and for the safety of your child. We want your child to have an easy transition into our camps.

- Please register early or by session deadline!
- If you register after the session deadline, your child will automatically be put on a waitlist.\* You will be notified within two business days *if* we are able to accommodate you. No friendship requests will be granted with late registration.
- Please register child for grade as of Fall 2019
- Resident registration begins Thursday, February 7 online or at the Weiss Community Center
- Open registration begins Thursday, February 14 online or at the Weiss Community Center

2019 Summer Camp	Initial Installment Payment	Last Installment Payment	Session Registration Deadline
<b>Session 1</b> June 17-28: 2 weeks	25% at time registering	May 31	June 10
<b>Session 2</b> July 1-19: 3 weeks *No camp July 4	25% at time of registering	June 14	June 24
<b>Session 3</b> July 22-Aug 9: 3 weeks	25% at time of registering	July 5	July 15
<b>Camp Finale</b> Aug 12-16	25% at time of registering	July 26	Aug 5

## **NEW LOCATION!!!!**

Camp days will begin and end at Grace Evangelical Lutheran Church – 1624 E. Euclid Ave. Prospect Heights, IL 60056. This facility is located to the East of the Weiss Community Center next to the skateboard park and softball fields. Drop off and pick up will take place behind the church.

### **TIMES**

7:00 – 8:30 am For Before Camp \*camper starts their day at the Weiss Center

(Children will be checked in and walked over to Grace Church for Camp Pee-Wee at 8:45am)

8:00 – 8:45 am For Camp Swim Lessons\* M – F or M,W,F camper will be either dropped off by parent or counselor at the pool (After lessons, children will be walked over to Grace Lutheran Church by a counselor or supervisor)

**8:45 am – 3:15 pm Camp Pee-Wee (MWF or M-F)**

3:15 – 6:00 pm After Camp \*  
(Will be held at Weiss Community Center until 6:00pm)

\*Additional fees apply. Please register for these separately.

**Camp options: Monday, Wednesday & Friday or Monday – Friday.  
Day selection must stay the same throughout the session.**

### **FIRST DAY OF EACH SESSION**

On the first Monday of each session, unless your child is enrolled in before camp or swim lessons, please walk your camper into Grace Lutheran Church (Door will be located behind the building) A counselor will guide you to the Large room to find their group. **Pick up after camp will be in the Large Room also.**

### **DROP OFF/PICK UP**

**Drop off time is 8:45 am. Please walk your camper to the designated drop off/pick up location and sign them in to camp.** The designated area will be located in the large room of Grace Lutheran Church. **Pick up is at 3:15 pm. To pick up your child, please walk to the designated drop off/pick up location and sign your camper out.** Your camper must be signed out by an adult authorized to pick them up. If your camper is not picked up by 3:30 pm, staff will take your child to After Camp and you will be charged \$1.00 per minute after 3:15 pm that your child is in After Camp.

### **ACTIVITIES**

The camp staff will plan a variety of activities consisting of arts & crafts, creative drama, cooperative games, sports, theme days and more. The staff will learn what the campers like to do and try to offer some of their favorite activities. It is our goal to have a safe, fun and festive day camp program that your camper looks forward to coming to each day.

### **COMMUNICATION**

Weekly newsletters and field trip information will be made available in the camp section of our webpage at [www.rtpd.org](http://www.rtpd.org) inside the Virtual backpack:

#### VIRTUAL BACKPACK

Click on the backpack to  
see all Summer Camps  
Downloads



### **HOT LUNCH OPTION**

You may choose to order a hot lunch for your camper one day or every day. Lunches are made in the pool concession stand and delivered to the campers at lunch time. Orders are due one week before the week needed. On field trip days you can order a special option that will be ready for your camper before they leave for the field trip. See form for more details. **\*Forms will be available by May 1st at the Weiss Center and online at [www.rtpd.org](http://www.rtpd.org)**

### **LOST AND FOUND**

**Please put your child's name on everything coming to camp.** A lost and found box will be kept at the campsite. Items not claimed by the end of the session will be donated. Please do not wear or bring anything to camp that is valuable (including jewelry, D.S.'s, Tablets, iPods Cell phones, etc.). ***The River Trails Park District is not responsible for lost, stolen or damaged items.***

### **ATTENDANCE**

If your camper will arrive late to camp, leave early or anything different from the normal schedule, please send a note with your camper to give to their counselor. If your camper leaves early, a supervisor will bring the camper to the Large room at Grace Luthern Church to meet you. If your camper arrives late, please bring your camper to the large room at Grace Luthern Church where a staff member will take them to their group. You will need to sign your child in or out in the large room when dropping or picking them up late.

### **FIELD TRIPS**

There will be one field trip per session for M-F campers. Campers attending less than 5 days may not get a field trip every session depending on the days they attend and the day of the trip. Trips will be on a variety of days. For safety reasons, children must wear their camp T-shirts on trips. T-shirts will be given out at the end of the first week of camp. Only one t-shirt will be provided to a camper throughout the entire summer. An additional T-shirt can be purchased for \$5. A newsletter sent home the first week of each session will list date of field trip and other information. Also, a notice will be sent home prior to each trip with more information and available on our website camp page in the Virtual Backpack.

#### VIRTUAL BACKPACK

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### **COOKOUTS**

On Fridays we will have a cookout for lunch. The day will vary depending on field trips so we will let the campers know on the Monday of each week. The park district will provide a hot dog or hamburger for lunch which includes all the fixings of ketchup, mustard, and chips. We ask campers to bring a drink. If your child does not like hot dogs/hamburgers, they are welcome to bring their lunch that day or use out Hot Lunch option.

### **OPEN SWIM**

On Monday's campers will go to the splash pad/zero depth pool at the Woodland Trails Pool. They will not be allowed to swim in the main pool.

### **SUNSCREEN**

Camp staff is not allowed to apply sunscreen lotion onto campers. We suggest that parents use/send spray on sunscreen and teach your camper to use it. Staff can help with spray if needed.

### **FAMILY NIGHT**

On **Tuesday, June 25** from 6:00–7:30pm, there will be a Family Night for campers and their families. Family Night is an opportunity for parents to meet the counselors, enjoy dinner and participate in fun activities. You will receive more details in the camp newsletter sent home the first week of the session.

### **CELL PHONES**

**Campers are not allowed to bring a cell phone to camp.** If a camper is found using their phone, we will hold it and return it to your camper at the end of the day. Staff will also speak to parent at pick up time. If your camper needs to contact you, they may ask their counselor or the Site Supervisor. If you need to contact your camper, please leave a message with the Weiss Center office and specify which camp your child is in.

### **TAX DEDUCTION INFORMATION**

Parents are asked to keep a tally of their camp payments for tax deduction information. The park district tax ID number can be obtained by calling the Weiss Center at 847.255.1200. You can get this online if you have set up an account. Please inquire at the Weiss Center.

### **SAVE THE EARTH**

We ask each camper to bring a lunch in a reusable container and a water bottle every day. Eliminating paper cups can save hundreds of trees! Please write your camper's name on the water bottle & lunch container with a permanent marker.

### **WHAT TO BRING TO CAMP**

Your child should bring a **backpack** to camp each day with the following items:

\*lunch & drink                      \*water bottle                      \*spray sunscreen                      \*snacks  
\*swimwear & towel on water days                      \*SMILE

## **Additional Program Options Information Sheet**

***Before/After Camp - Camp Swim - Golf Lessons – Tag-Ons –***

# **Rob Roy Jr. Golf Camp Leagues**

## **LOCATION**

All additional program options will begin and end at Woodland Trails Park, 1500 E. Euclid Ave., Mt. Prospect.

## **TIMES**

7:00 – 8:30 am	Before Camp (MWF or M-F)
8:00 – 8:45 am	Camp Swim Lessons (M-F) or (M,W,F)
3:00 – 6:00 pm	After Camp (MWF or M-F)
3:00 – Time Varies	Camp Tag-Ons (MWF or T/TH)
10:00 – 1:00pm	Rob Roy Jr. Golf Camp Leagues (M)

Please register for these programs separately. Additional fee applies.

## **BEFORE CAMP**

- ❖ Please walk camper into the meeting room of the Weiss Center no earlier than 7:00 am. You must **sign your child in**. At 8:30 am, a counselor will walk your child over to their camp meeting location.

If your child is enrolled in both Before Camp and Camp Swim Lessons, a counselor will take your camper over to the pool by 8:00 am. **They will then meet your camper after swim lessons and bring them to their camp meeting location at 8:45am.**

- ❖ Activities

Before Camp will offer choices of quiet activities including low organized games, coloring, board games, puzzles, etc. Some TV time and PG videos may be included.

- ❖ Lost and Found

A lost and found box will be kept at the campsite. Items not claimed by the end of the session will be donated. Please do not wear or bring anything to camp that is valuable (including jewelry, DS's, tablets, iPods, cell phones, etc.). ***The River Trails Park District is not responsible for lost or stolen items. Please put your child's name on everything coming to camp.***

## **CAMPER SWIM LESSONS**

- ❖ Our swim lesson program is designed around flexibility that allows each child to progress at their own pace rather than conforming to the peer group. Lessons are taught by qualified instructors who love to teach. We provide students with a safe, interactive, and fun environment.
- ❖ Day Camp swim lessons will be available from 8:00–8:45 am, Monday–Friday or MWF. If your camper is not enrolled in Before Camp, it will be your responsibility to get them to the pool for their 8:00 am lesson. When lessons are over, counselors will meet campers and walk them to their camp meeting location. Parents are invited to watch their camper from outside the pool fence. All campers will be tested on the first day and placed in correct level.

## **CAMPER GOLF LESSONS**

- ❖ Golf lessons will be held at the driving range from 3:00-4:00 pm Monday & Wednesday. Lessons will be structured towards the individual skill level of each participant. Our golf instructor will teach stance, grip, driving, putting, etiquette, pace of play & rules. Ample time for individual attention. Clubs will be supplied. Camp staff will walk campers to lesson & back.

## **CAMP TAG-ONS**

- ❖ Camp Tag-Ons will be held at various River Trails Park District locations from 3:00-4:00 pm on Monday, Wednesday, Friday, or Tuesday & Thursday depending on the Tag-On you have chosen. If a Tag-On is held off site, Camp Staff will provide transportation from the Weiss Center and back.

## **ROB ROY JR. CAMP GOLF LEAGUE**

- ❖ A fun and friendly recreational league where we stress learning and developing golf skills while playing with friends in a relaxed and fun atmosphere on the golf course. The 1<sup>st</sup> day will include a clinic on skills and course etiquette. We will drive your child to and from the golf course. The league plays Mondays 10am- 1pm. Lunch and greens fees included.

## **AFTER CAMP**

At camp dismissal time, After Camp counselors will walk your camper to the shelter area north of the Weiss Center. After attendance is recorded, snack & drink will be provided and then the campers will have a choice of activities.

- ❖ Pick up  
Look for the colored lawn sign out on the grassy area along the parking lot to help you identify where your camper's pick up location will be. **Campers must be signed out by an adult authorized to pick them up.**
- ❖ Activities  
Staff will offer choices of activities including sports, cooperative games, crafts, board games, etc. Some TV time and PG videos may be included on hot or rainy days.
- ❖ Swimming  
After Camp will go swimming on **Wednesday** afternoons until 5:00 pm. Sometimes camp may not be able to swim due to Home swim meets. Please look for the colored lawn signs on the grassy area along the parking lot to inform you where to pick up your child.
- ❖ Rainy Days  
If it rains, the children will be in the Weiss Center.
- ❖ Snacks  
A snack is provided in our After Camp program only. Each camper is asked to bring a water bottle/plastic cup to camp with their name on it. A drinking fountain is available to campers. Please help us refrain from using paper cups. If you wish, you may send a snack with your child. Please no snacks containing nuts, due to others with food allergies.
- ❖ Lost and Found  
A lost and found box will be kept at the campsite. Items not claimed by the end of the session will be donated. Please do not wear or bring anything to camp that is valuable (including jewelry, iPods, D.S.'s, tablets, cell phones, etc). **The River Trails Park District is not responsible for lost or stolen items. Please put your child's name on everything coming to camp.**
- ❖ Late Pick up Fees  
There will be a charge of **\$1.00 per minute** for each minute after 6:00 pm that a child is picked up late. If a parent is late, a counselor will stay with the child until 6:15 pm. Any camper not picked up by 6:15 pm will be taken into the Weiss Center and left under the care of Park District personnel. **The number of late pick-ups will be closely monitored. If they become excessive, there is a possibility that your camper could be removed from the program.**

## **WAIVER & RELEASE**

### **IMPORTANT INFORMATION**

The River Trails Park District is committed to conducting its recreation programs and activities in a safe manner and holds the safety of participants in high regard. The River Trails Park District continually strives to reduce such risks and insists that all participants follow safety rules and instructions that are designed to protect the participants' safety. However, participants and parents/guardians of minors registering for the listed programs/activities must recognize that there is an inherent risk of injury when choosing to participate in recreational activities/programs. You are solely responsible for determining if you or your minor child/ward are physically fit and/or skilled for the activities contemplated by this agreement. It is always advisable, especially if the participant is pregnant, disabled in any way or recently suffered an illness, injury or impairment, to consult a physician before undertaking any physical activity.

### **WARNING OF RISK**

Recreational activities/programs are intended to challenge and engage the physical, mental and emotional resources of each participant. Despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury when participating in any recreational activity/program. Understandably, not all hazards and dangers can be foreseen. Depending on the particular activity, participants must understand that certain risks, dangers and injuries due to inclement weather, slipping, falling, poor skill level or conditioning, carelessness, horseplay, unsportsmanlike conduct, premises defects, inadequate or defective equipment, inadequate supervision, instruction or officiating, and all other circumstances inherent to indoor and outdoor recreational activities/programs exist. In this regard, it must be recognized that it is impossible for the River Trails Park District to guarantee absolute safety.

### **WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK**

Please read this form carefully and be aware that in signing up and participating in the listed programs/activities, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with this program/activity (including transportation services/vehicle operation, when provided). I recognize and acknowledge that there are certain risks of physical injury to participants in the listed programs/activities, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in this program/activity against the River Trails Park District, including its officials, agents, volunteers and employees (hereinafter collectively referred as "River Trails Park District"). I do hereby fully release and forever discharge the River Trails Park District from any and all claims for injuries, damages, or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with the listed programs/activities. I have read and fully understand the above important, warning of risk, assumption of risk and waiver and release of all claims. If registering on-line or via fax, your on-line or facsimile signature shall substitute for and have the same legal effect as an original form signature.

<b>ALL PARTICIPANTS MUST SIGN</b>		
If participant is under 18 years old, parent must sign for them		
SIGNATURE	PRINTED NAME	DATE
_____	_____	_____

**CAMPER EMERGENCY FORM**

**Please print clearly**

**Camper's Last Name** \_\_\_\_\_ **First** \_\_\_\_\_ **Date of Birth:** \_\_\_/\_\_\_/\_\_\_

**Parent's Last Name (if different):** \_\_\_\_\_ **Male** \_\_\_\_\_ **Female** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **Phone ( )** \_\_\_\_\_

**School** \_\_\_\_\_ **Grade entering in fall** \_\_\_\_\_ **Age** \_\_\_\_\_

**Mother's First Name** \_\_\_\_\_ **Work: ( )** \_\_\_\_\_ **Cell: ( )** \_\_\_\_\_

**Father's First Name** \_\_\_\_\_ **Work: ( )** \_\_\_\_\_ **Cell: ( )** \_\_\_\_\_

**Emergency Contact: NOT PARENT** (local friend/neighbor who can pick up child)

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_

Does your child have any allergies? (animals, foods, medications or plants) \_\_\_\_\_

Any health problems that would limit participation? (asthma, nose bleeds, etc.) \_\_\_\_\_

List all medications & times taken: \_\_\_\_\_

\* additional forms needed if medication is taken during camp hours

Does your child have special needs that require accommodations or special assistance?

No \_\_\_ Yes \_\_\_ Please explain: \_\_\_\_\_

Please list any conditions/behaviors we should be aware of: \_\_\_\_\_

Child's swim skills: \_\_\_ Non-swimmer \_\_\_ Beginner \_\_\_ Intermediate \_\_\_ Advanced

After camp my child will \_\_\_ Walk home \_\_\_ Ride his/her bike home \_\_\_ Be picked up by car

\_\_\_ Attend a RTPD program other than a tag on. Program Name: \_\_\_\_\_ Dates \_\_\_\_\_

**One (1) Friendship Request:** (same age/camp session) \_\_\_\_\_

Please note this is a request, not a guarantee. You may request one friend and they must request you too. Must be made by June 1.

**After Camp Participants only:**

Please print the person (s) names that will be picking up your child from After Camp:

\_\_\_\_\_

Sess:	CF	CC	CFin	CA	BC	AC	CM	WLO	Swim	Golf	Tag On	Tag On	PW
I													
II													
III													
IV													

Office Use only: write # days under camp



River Trails Park District  
847.255.1200

1500 E. Euclid Avenue  
Mt. Prospect, IL 60056

## **EMERGENCY TREATMENT RELEASE**

### **My Minor Child is**

**Last name** \_\_\_\_\_ **First name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_

As a parent and/or guardian, I authorize that in a medical emergency regarding my minor child, that the local emergency medical service be contacted. If, as determined by the local emergency medical service, my child needs immediate care and needs to be transported to an emergency care center, I authorize treatment and transportation. If in the opinion of the attending physician at the emergency care center that further treatment is necessary, I authorize the treatment of my child.

I recognize that time is important during an emergency situation and I authorize emergency medical treatment for my child. However, a reasonable effort should be made to contact myself and/or if needed, the alternate emergency contacts listed below.

I declare that I exercised my own judgment in deciding whether to sign this agreement and I further declare that my decision to sign was not based on or influenced by any declarations or representations of the River Trails Park District or its employees, agent or instructors. In addition, I agree that I will be responsible for payment for any and all medical services provided.

**Date** \_\_\_\_\_

**Signature of Parent/Guardian** \_\_\_\_\_

**Please print name** \_\_\_\_\_

### **EMERGENCY CONTACTS:**

**Name** \_\_\_\_\_ **Phone: (H)** \_\_\_\_\_ **(W)** \_\_\_\_\_

**Name** \_\_\_\_\_ **Phone: (H)** \_\_\_\_\_ **(W)** \_\_\_\_\_

**Name** \_\_\_\_\_ **Phone: (H)** \_\_\_\_\_ **(W)** \_\_\_\_\_

## BEHAVIORAL STANDARDS CONTRACT

The following standards have been adopted by the River Trails Park District to be used uniformly as a guideline for disciplining any child enrolled in our Day Camp programs

### GENERAL INAPPROPRIATE/UNACCEPTABLE BEHAVIORS:

1. Abusive language
2. Disrespectful behavior towards staff and/or fellow participants.
3. Continuous disruptive behavior
4. Any aggressive behavior (slapping, punching, kicking, biting, etc.), whether it is initiated or in retaliation.

### FIRST WARNING:

The first time any inappropriate/unacceptable behavior occurs, the parent will be notified by phone (or written letter if parent is not reachable). Documentation of this behavior will be kept on file at the park district. If that behavior occurs again within the same day, the parents will be called to come and remove the child from the program for the remainder of the day. \*\*

### SECOND WARNING:

If a child continues to display inappropriate/unacceptable behavior after a first warning has been given, the child will receive a written letter of second warning. This letter will state the child's inappropriate/unacceptable behavior and notify the parent(s) that one more incident of such behavior could lead to the child's last warning and possible removal from the program. This letter must be signed by a parent and returned. One copy will remain at the park district and one copy will be given to the parent. \*\*

### REMOVAL FROM THE PROGRAM

After the first and second warnings have been issued and an inappropriate behavior is displayed, a parent will be contacted by phone and a written notice that the child will be removed from the program for a certain period of time or permanently. (depending on the severity of the behavior). \*\*

\*\*In an extreme case of unacceptable behavior that is threatening to other participants or staff, the first two warnings can be omitted and the child will be removed from the program immediately with the final warning. \*\*

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### Please Print

Child's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Camp \_\_\_\_\_ Session:    1   2   3   4

I have read, understand, and accept the above Behavioral Standards Contract and procedures.  
I will also go over these Behavioral Standards with my child.

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

\_\_\_\_\_  
Date

