



RIVER TRAILS
 PARK DISTRICT

Camp FINALE (Grades K-9)

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
Session 1 June 17-28: 2 weeks	25% at time registering	May 31	June 10
Session 2 July 1-19: 3 weeks *No camp July 4	25% at time of registering	June 14	June 24
Session 3 July 22-Aug 9: 3 weeks	25% at time of registering	July 5	July 15
Camp Finale Aug 12-16	25% at time of registering	July 26	Aug 5

LOCATION

Camp days will begin and end at **Weiss Community Center at Woodland Trails Park**, 1500 E. Euclid Ave., Mt. Prospect.

TIMES

7:00 – 8:30 am	Before Camp*
8:30 am – 3:00 pm	Camp FINALE
3:00 – 6:00 pm	After Camp*

*Additional fees apply: Please register for Before & After Camp Care separately.

FIRST DAY/EVERY DAY

Before Camp – Please walk your camper into the meeting room of the Weiss Community Center no earlier than 7:00am. You must **sign your child in please**.

Camp FINALE – Drop off time is **8:30 am**. Please walk your camper to the designated drop off/pick up location and sign them in to camp. The designated area will be inside the Weiss Community Center gymnasium. **Pick up is at 3:00pm**. 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 3:15 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.

After Camp - A snack will be provided. Please pick your camper up at the designated drop off/pick up location to sign your camper out. If it rains, we'll be in the Weiss Community Center. Campers must be picked up by an adult by 6:00 pm. If your child is picked up after 6:00 pm you will be charged \$1.00 per minute until the child is picked up. A counselor will stay with the camper until 6:00 pm; after that, the camper will be taken to the Weiss Center office and left under the care of Park District personnel. **Campers must be signed out by an adult.**

ACTIVITIES

The counselors will plan a variety of activities for the campers, mostly outside but including arts & crafts, cooperative games, sports, swimming, mini-golf and more. Campers will not be assigned to a specific counselor but will be divided depending on the activity. The counselors 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.

HOT LUNCH OPTION*

You may choose to order a hot lunch for your camper one day or everyday. Lunches are made in the pool concession stand and delivered to the campers at lunch time. An order form is available in the camp packet, online or at the Weiss office. Orders are due one week before the week needed. **Form available by May 1st at the Weiss Center or online at rtpd.org in the Camp Section Virtual Backpack.**

VIRTUAL BACKPACK

Click on the backpack to see all Summer Camps Downloads



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, staff will bring camper to Weiss Center office to meet you. If your camper arrives late, please bring your camper to Weiss Center office and staff will take them to their group. You will need to sign your child in or out at the Weiss Center front desk when dropping or picking them up late.

BICYCLES

The campers that ride bikes must lock them up at the outdoor bike rack. All bikes must be locked with the camper's own lock. The River Trails Park District is not responsible for lost or stolen bicycles. Please give us a note giving your permission to have your child walk/ride their bike from camp.

COOKOUTS

On Monday we will have a cookout for lunch. 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 purchase a lunch from the concession stand.

OPEN SWIM

Campers will swim on **Tuesday & Wednesday afternoons**. Kindergartners and 1st graders will be allowed to go to the splash pad/zero depth inside the pool. They should bring their swimwear and a towel on these days. Please teach your camper to apply his/her own sunscreen or to wear a clean white T-shirt while swimming to avoid sunburn.

SUNSCREEN

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

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 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.

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.

VENDING MACHINE

Campers may use the outside vending machines at designated break times. Please send your camper with correct change or dollar bills as the pool and Weiss Center are unable to give change.

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 summer will be donated. Please do not wear or bring anything to camp that is valuable (including jewelry, tablets, cell phones, D.S.'s, iPods, etc.). **The River Trails Park District is not responsible for lost, stolen or damaged items.**

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 swim days

*SMILE

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.

ALL PARTICIPANTS MUST SIGN		
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 2.

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

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. **

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

