

Parent Guide to Summer Day Camp

Session Dates	Field Trip for the Week	Balance Deadline Date
May 28 – 31	Starlite Skating, Laser Tag	May 10, 2019
June 3 – 7	Wild Animal Safari	May 17, 2019
June 10 – 14	Braves Game	May 24, 2019
June 17 – 21	Sky Zone	May 31, 2019
June 24 – 28	Tiny Town Driving Experience	June 7, 2019
July 1 – 5	CAMP IS CLOSED!!!	
July 8 – 12	Medieval Times	June 21, 2019
July 15 – 19	Georgia Aquarium	June 28, 2019
July 22 – 26	Pin Strikes, Laser Tag	July 5, 2019
July 29 – 31	Swimming	July 12, 2019

- Hampton, Heritage Park and Locust Grove Recreation Centers will go swimming on Thursdays and the Field Trip on Tuesdays.
- Fairview and J.P. Moseley Recreation Centers will go swimming on Tuesdays and the Field Trip on Thursdays.



Henry County Parks & Recreation

99 Lake Dow Road

McDonough, GA 30252

770-288-7300

www.hcprd.org

Dear Parents/Guardians:

Welcome to Summer Camp. We are very excited about the opportunity to share the summer with your child(ren). Camp will be offered eight weeks this summer from May 28 to July 26, 2019.

Our goal is to provide a safe and fun camp experience for all participants. Our trained staff strives to make camp a memorable experience.

We urge you to use this guide for important information regarding camp directors/phone numbers, rules/policies and safety. This is YOUR guide to a great summer.

Thank you for choosing Henry County Parks & Recreation for your child's summer fun and activities.

The Henry County Parks & Recreation Staff

Camp Goals and Objectives

- Provide a safe, secure, nurturing and fun environment for campers in a quality summer camp program;
- Provide activities that meet the cognitive, social, physical and emotional needs of children;
- Provide fun activities that include: arts and crafts, games, field trips and other creative means of expression and recreation.



INCLUSION STATEMENT

HCPRD believes in making every effort to offer complete inclusion within our Summer Day Camp Program. Our camp is open to all children, regardless of disability or perceived limitations.



SITE EMERGENCY

In the event of an emergency or a natural disaster, the following procedures will be in effect:

- Children will remain at the site until a parent or other authorized person can pick them up.
- In the event of a site evacuation, children will be taken to a local emergency center. The location will be posted on the facility door. Efforts will be made to contact parents if an evacuation becomes necessary.
- Day Camp staff will remain with the children until they are picked up.
- Private vehicles will not transport children for any reason.

Behavior Policy Continued

The following outlines steps that may be used with campers who are not behaving appropriately. Summer Day Camp fees will not be refunded for any person removed from the program due to violation of this behavior policy.

First Offense: a discussion will take place between the child, parent, and either Recreation Coordinator or Camp Supervisor.

Second Offense: a discussion will take place between the child, parent, counselor and either Recreation Coordinator or Camp Supervisor and one day suspension.

Third Offense: a discussion will take place between the child, parent, counselor and either Recreation Coordinator or Camp Supervisor and the child will be suspended for the remainder of the Program.

Also: Depending upon the severity of the consequence, your child may be automatically suspended from the Camp Program in which you will not receive any refund for the remaining weeks you have paid for.

The use of corporal punishment is not allowed. The method used is time-out. Time-out is when a child is given time away from an activity, peers, etc., to think about his/her inappropriate behavior and try to develop a positive manner in which to deal with the situation. After three time-outs in a week, the first offense will be issued. Time-out is 1 minute per age. Example: if a child is age 6, time-out is 6 minutes.

Henry County Parks and Recreation Staff have the final say in discipline.

Camp Staff

- Some camp staff are recreation professionals who work year-round for Henry County. Many of the counselors are teachers and college students who return summer after summer.
- All counselors are over 18 years old, and campsite supervisors must be at least 21 years of age. All counselors go through one week of extensive training prior to the beginning of camp.
- All summer counselors are CPR/First Aid trained and have received thorough background checks.
- Staff to child ratio is 1/10.
- Each campsite has a regular staff person serving as the campsite supervisor closely monitoring all activities. This is the person to whom you should direct any concerns. Camp director is always available to assist and answer any questions or concerns.

Summer Camp Information		
Site	Supervisors	Phone
Bear Creek Rec. Center	Kenyatta Bush Katherine Fowles	678-326-1505
Fairview Rec. Center	Tony Hallmon Joshua Jordan	404-293-5670
Heritage Park	Lyrik Darby-Hopson Stephanie Kundrat	404-304-1815
J.P. Moseley Rec. Center	Crystal Greene TBA	404-290-6524
Locust Grove Rec. Center	Gaelon Farquharson Sandy Hayes	404-291-8147

Emergency Communication

- Camp sites have access to a phone. However, it may not always be possible to reach the staff by phone during the camp day.
- In case of an emergency and you cannot reach your child's camp site, call the Parks & Recreation administrative office.

Eligibility

Participants must be between 5 – 12 years of age by June 1, 2019.

Cost Policy

- Fee \$110 a week/per participant. \$20.00 per week, per child will not be refunded in case of cancellation.
- \$10.00 discount for each additional child
- All registration and payments MUST be made in person at any Recreation Center.
- All payments must be received by the Friday two (2) weeks prior to the registered week of camp.
- Fees not paid on this day will result in forfeiting your child's space in camp.
- We accept cash, check, Visa, MasterCard and American Express.
- \$20.00 of the Camp Fee is Non-Refundable/Non-Transferable.
- A Written Notice must be given 3 days prior to start of camp week if child or children cannot attend camp.
- No Refunds will be issued after the camp week has begun.

Late Pick Up

Camp staff works very hard during the day, and often have commitments they must attend to after work, so be prompt when picking your child up from camp. A late fee of \$1.00 per minute / per child will be assessed for the campers picked up beyond the scheduled pick up time. Your child(ren) will not be able to return to the program if the late fee is not paid within 24 hours of late notice.

State License

The Henry County Parks and Recreation Department is exempt from licensure by the Georgia Department of Early Care and Learning. However, we strive for a safe and fun environment for all of our participants; this will not change due to the exemption.

Behavior Policy

Appropriate behavior is expected from all participants, members and observers in programs and in facilities to protect the enjoyment and safety of all patrons. Therefore, The Henry County Recreation Department has developed the Behavior Policy.

Behaviors that will not be accepted include, but are not limited to, the following:

- Endangering the health and safety of other members, participants, patrons or staff.
- Disrupting a program or creating a disturbance at a facility.
- Continuous refusal to follow program and/or facility rules and guidelines.
- Use of verbal harassment, profanity, vulgarity, obscenity, or racial slurs.
- Blatant disrespect of staff and program or facility rules and guidelines.
- Damage, vandalism, or theft of County facilities, equipment or supplies.
- Inappropriate or offensive dress, including, but not limited to, dress which is too revealing and clothing which displays obscene or offensive words or pictures.
- Possession or threat of a weapon.
- Gang activity including display or possession of symbols, hand signals, soliciting membership, intimidating or threatening an individual, wearing or displaying colors or items of dress, etc.
- Inappropriate display of affection, including but not limited to any kissing or touching of any area of the body.

Field Trips & Swimming

Each week, campers enjoy field trips and/or special events that can take place on or off the camp site. A list of field trips will be provided in advance. Campers will conduct themselves with complete respect towards bus drivers, tour guides, staff of visited locations, and any other persons they may interact with (including other patrons.) This includes respect of facilities and property of others. They are representatives of the camp, and we want to show all whose paths we cross what makes our camp so special.

We ask that campers bring their own lunches on scheduled field trip days. Also, in order to reduce the stress on campers and staff, we ask that all campers' lunches be packed in a brown paper bag, and that all contents be disposable. We also ask that you label your child's bag.

Camp participants will be swimming at Browns Mill Aquatic Center at times during the camp. Please apply sunscreen at home prior to coming to Camp on the days your camper will visit the pool.

When at the pool, boys are required to wear swim trunks and girls are required to wear bathing suits. Street clothes, jean shorts, athletic shorts, or any other type of shorts that are not swim apparel will not be permitted. Please include a towel, sunscreen and a properly labeled change of clothing.

Lost & Found Articles

Articles of clothing and other items found at the facility will be put in a lost and found box. Any article marked with a child's name is immediately returned to the child. All towels, clothes, lunch boxes, etc. should be plainly marked with name of child.

Lost & Found Articles Cont'd

At the end of the Program, any unclaimed articles that is accumulated because of inadequate marking will be donated to a local charity.

Camp Dress Code

- It is very important that campers wear socks, sneakers/closed toe shoes, and cool, comfortable clothing (i.e. t-shirts, shorts).
- **Plastic shoes, sandals, heeries, flip flops, spaghetti strap tank tops, inappropriate shirts are not proper attire for camp activities.**
- Hats and sun visors are permitted. Please mark the **inside** of all apparel with the child's name and phone number.
- Regulation swim wear is required at the pool if needed.
- **Campers must wear their camp T-SHIRT on field trip days to ensure safety away from camp. Please note that campers receive one t-shirt per summer.**

What to Bring Each Day

- Plastic water bottle – to fill throughout the day
- Sunscreen
- Hat or a cap
- Lunch with camper's name labeled on it

What NOT to Bring to Camp

- Video Games
- IPods, CD Players, or any electronic device
- Any valuables or large amounts of money
- Gum and/or candy
- Toys such as cap pistols, water guns, and rubber knives are prohibited. Please caution your child concerning toys that resemble weapons.

Camper Check-In and Check-Out

Drop off & Pick Up

- Campers will start and end their days in a classroom or gymnasium.
- Upon arrival for drop off, please allow sufficient time to park your car and walk in with the child(ren).
- All children need to be signed in/out each day by a parent or an authorized person from the child's list and must have a driver's license on them.
- Anyone picking up your child must be at least 18 years of age or older.

Identification

All parents, guardians, and friends (approved to pick up children at the end of the camp day) **MUST** show a picture ID in order to pick up the child. This policy is for all parents, guardians and friends, and, for the safety of your child. No exceptions will be made from this policy.

Parents need to know that **we will not release a child to a parent without an ID**, no matter how well we know parents or guardians. Camp staff has the right to refuse dismissal of campers to any person not listed or coherent at pick up.

We ask that parents keep staff informed and updated of all changes of names, phone numbers, and/or addresses on the information form.

Movie Policy

From time to time, campers will be allowed to watch movies and enjoy some snacks and relaxation. All movies will be rated G or PG.



Lunch & Snacks

We will provide a snack each afternoon. However, you do have the option to send your own snack. Please pack extra drinks for your child to have throughout the day.

Photo Policy

Frequently, the Parks and Recreations Department take video or photographs of campers participating in the camp programs. These photographs and videotapes are for the Parks and Recreations Department's publications, flyers or brochures. These materials are used at the Department's discretion and become their sole property.

Medications

We will have a locked box that all medications will need to be locked in during Camp hours. If your child takes medication, please indicate by completing the Authorization to Administer Medication form. All medication must remain in the original container from the pharmacy.

Illness

Keeping our kids healthy is of great importance. If your child becomes ill while at camp, you will be notified immediately to pick up your child. For the protection of all campers and staff, **do not bring your child** to camp if they have a temperature of **100.4 degrees or higher, are vomiting, have diarrhea, drainage of the eye, green drainage of the nose, or any contagious disease that your child has been exposed to or infected with (chicken pox, mumps, strep throat, pink eye, etc.)** If they have been ill, we ask that they are symptom free for 24 hours before bringing them back to camp. We will call the parents of a child if they have any of the above symptoms.

When campers at the camp have been exposed to a communicable disease, the parents shall be notified in writing within 24 hours or the next business day of the camp, unless forbidden by law, except for life threatening diseases which must be reported to the parents immediately.