

**CENTRAL PARK YOUTH DAY CAMP
REGISTRATION FORM**

PLEASE WRITE LEGIBLY

CHILD INFORMATION:

Name _____ Phone _____

Nickname _____ Boy/Girl _____ Birthdate _____

Address _____

Shirt Size: YS YM YL YXL AS AM AL AXL (Size guaranteed if registered by Mon. 5/11)

Guardian Name _____ Daytime Phone _____
Relation to Child _____ Alternate Phone _____

2nd Contact Name _____ Daytime Phone _____
Relation to Child _____ Alternate Phone _____

ADDITIONAL PEOPLE who may pick up your child

Name	Phone Number	Relation to Camper
1.)		
2.)		
3.)		

*Have ID available at **all times** as we **do** ask for identification

SCHOOL INFORMATION

_____ (Last school attended)

_____ (Grade level entering)

_____ (School attending in fall)

TRANSPORTATION:

List your child's means of transportation to and from Day Camp. Notify the Day Camp office of any changes during camp.

My child's transportation to Day Camp will be: **(please circle)**
CAR / WALKER / BIKE RIDER / CAMP CARE PROGRAM

My child's transportation **AT 3:30 P.M.** will be: **(please circle)** *Please refer to the second page for late fees*
CAR / WALKER / BIKE RIDER / CAMP CARE PROGRAM

MEDICAL INFORMATION

Because of confidentiality and ADA issues, any dissemination of medical/health information is voluntary.
Please indicate any special limitations that may affect your child's participation in the program (include allergies, physical limitations, fears, etc.). If your child needs to take medicine while at camp a *Permission to Dispense Medication* form **must** be filled out and turned in to the front desk **BEFORE** the first day of camp attended.

I grant permission for the Oak Forest Park District staff to take whatever steps are necessary to obtain/provide **emergency medical care** if needed. In the event that an ambulance is called, I understand that the Oak Forest Paramedics then handle the emergency treatment. I assume all responsibility and expenses incurred, including transportation, in the handling of this emergency care.

I grant permission for my child to participate in all **activities** of the camp program and to use the Oak Forest Park District's supplies and playground equipment. I grant permission for my child to leave the premises under the supervision of a counselor for hikes, neighborhood walks, fieldtrips or other activities. Additionally, I/we also authorize my child to ride as a passenger in any vehicle owned or leased by the Oak Forest Park District. My child has permission to participate in fieldtrips and outside activities taken with the Oak Forest Park District Day Camp program. Every week there will be a **fieldtrip** provided for campers. I grant permission for my child to leave the premises for these fieldtrips. A list of fieldtrip locations and dates is attached to the registration packet.

I am aware that **payment** is due by the Tuesday preceding the week being registered for, to avoid a late fee. A nonrefundable late fee of \$10.00 per child will be assessed if you register for the proceeding week between Wednesday and 10:30 a.m. Thursday. This late fee is due at the time of registration. I understand that **NO registration will be taken** after 10:30 a.m. Thursday.

Please note that the park district has a drop box located at the main desk available Monday through Friday 6:00 a.m. - 9:00 p.m. and on Saturday & Sunday 8:30 a.m. - 4:30 p.m.

DAYCAMP DISMISSAL PROCEDURES

Camp is dismissed at 3:30 p.m. A Camp After Care Counselor will care for any camper not picked up by 3:45 pm. **at the cost of \$5.00 per quarter hour, payable that day.**

- a) Campers going to Camp Care After care are dismissed first.
A Camp Care leader will gather campers and bring them to the Camp Care room. **Be sure your camper knows** he/she is going to Camp Care.
- b) Campers walking or riding bikes are dismissed second
- c) Campers picked up in vehicles are dismissed third.
They will exit from the south side of the Central Park Building near the Gazebo. *Children will not be allowed to exit the north parking lot by the park.*
- d) After camp's 3:30 p.m. dismissal, the safe return home of your child is the responsibility of the parent/guardian.

REFUND POLICY:

Two-Week Payment Registration Refunds: Refunds submitted by the Thursday prior to the week registered for will be issued in their entirety. Refunds submitted by the Monday of the week originally registered for will be given a 50% refund. No refunds will be given after that time.

4 and 8 Week Payment Rate Refunds, Refunds submitted by the Thursday prior to the initial week of registration will be issued in their entirety. Partial refunds will be issued as such: **You will be charged a fee of the following: *4 week = \$109 Res / \$140 Non-Res *8 week = \$99 Res / \$ 126 Non-Res for each two-week session in which any attendance occurred.** The remaining balance will be refunded.

All refunds will incur an additional \$8.00 service charge.

PARENT/GUARDIAN SIGNATURE: _____

**OAK FOREST PARK DISTRICT
YOUTH DAY CAMP BEHAVIOR CONTRACT
Office Copy – sign and RETURN**

CONDUCT RULES

1. Campers **MAY NOT** bring any play items and/or money, unless requested by their counselor for use in an activity. Any undue items from home will be held in the Camp Office until dismissal and returned to the camper OR it may be asked that a guardian pick up the item. **Items lost/stolen/traded are at the camper's expense.**
2. Campers must stay with their designated group and counselors at all times.
3. No fighting of any type will be tolerated. This includes roughhousing or horseplay.
4. No foul language or put-downs will be tolerated.
5. No talking back or disrespect to park district staff, volunteers, patrons or fellow campers.
6. No cell phones are allowed to be on while at day camp. **THEY WILL BE CONFISCATED** if they are seen in use.

The following "Steps of Action" will be implemented for any child who breaks the Conduct Rules.

Steps of Action:

1st infraction: Child is warned and reminded of rules.

2nd infraction: Discipline Report written up

3rd infraction: Discipline Report written up, parent/guardian notified

4th infraction: Parent is called to pick child up immediately.

Camp Coordinator and Parent will discuss return date.

If further infraction occurs, the child will not be allowed to continue in the Program.

- OR in the case of an **extreme infraction**, the situation will be dealt with accordingly.

In our brochure additional rules for a Code of Conduct and Threats of Violence for general purposes are listed. These in addition to the ones above will be enforced. **YOU ARE RESPONSIBLE** for all the information.

**SIGN AND RETURN THIS COPY
ALONG WITH REGISTRATION FORM AND PAYMENT**

I have read and agree to the

Oak Forest Park District Camp's BEHAVIOR CONTRACT.

Parent/Guardian Signature

Print Child's Full Name

Date _____

**OAK FOREST PARK DISTRICT
YOUTH DAY CAMP BEHAVIOR CONTRACT
Your Copy – For Your Records**

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SIGN AND KEEP THIS COPY

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Oak Forest Park District Camp's BEHAVIOR CONTRACT.

Parent/Guardian Signature

Print Child's Full Name

Date_____

Highlights for Day Camp to make you and your camper's day easier!

When should I register for Day Camp?

- Campers must be **registered** for a camp week **by the Tuesday prior** to a session's start. *A nonrefundable \$10.00 late fee per camper will be added to late registrants. **NO REGISTRATION WILL BE TAKEN AFTER 10:30am THE THURSDAY BEFORE THE SESSION OF PARTICIPATION!***

What should I wear to Day Camp?

- Each camper will receive one Park District Day Camp **T-shirt** (included in the registration fee). Camp shirts should be worn each day. If a child does not wear a shirt one will be given a shirt to wear with a \$5.00 rental fee to be paid the next day of camp. Some days will have a theme and camp shirts are not required on this day only.
- **Additional T-shirts** may be purchased at a cost of **\$6.00** each at the front desk during office hours or in the Day Camp office during camp hours.
- **Gym Shoes** and socks are to be worn daily! Campers will be running both inside and out. We want them to be safe.

What should I know about arrival and dismissal?

- **Arrival** – camp is at 9:30 a.m. Please be prompt. On offsite days, we will not be able to hold a group back for one camper. In addition, counselors are *not responsible for campers prior to 9:30 a.m.* The first day of camp we will meet in the gymnasium. Your child should then meet his/her group at their designated meeting place, which will be shown the first day of camp. If your child is arriving late please **CALL** the Day Camp office.
- **Dismissal** – 3:30 p.m. Children will not be dismissed early without consent from Parent/Guardian. For safety reasons, only those on the registration form may pick up the camper each day. We may ask for identification from those picking up your child so please have an ID available at all times. If pick-up will be by someone other than listed on the form, you can either send a letter or call the Day Camp office.

What if my child will not be attending camp?

- If your child will not be attending camp, please call the Day Camp office by 9:45am. Please indicate your child's name and group number. We will be contacting you.
- If you know that your child will be out of camp ahead of time please either call the day camp office OR given a written letter to his/her counselor.
- If your child is sick please keep them home so it will not be spread to other children.

What special plans do you have for my child?

- Field trips are usually held on Wednesdays. **Check the arrival and dismissal days and times** designated on the permission slips as they vary slightly.
- Mini neighborhood fieldtrips are **planned within your child's own group**. If a trip requires spending money, provide it in a name labeled bag and please do not send any more than would be necessary.
- Each week campers will attend the Tinley Park Park District Pool. A letter will go home providing more information. **All campers will be attending the pool on Fridays**. The fee is incorporated into the cost of camp, but *no refunds will be given for days unattended*.
- Each week's activities will be posted on our website at www.oakforestparks.org the Friday before the week of activities.

Is it ok to bring my child to the Round up Program if I am not registered?

- **NO-** Our camper/staff ratio is set based on the registration numbers. It is not fair to compromise the safety of the other children. Campers **must be registered** for the Round up Program by the **preceding Thursday**. If your child is **not registered** we will call to have someone **pick up your child**.

Is there anything else I should know?

- Campers spend much time in the sun – *apply sunscreen to your camper **before** coming to camp and send sunscreen* with your child if you would like them to reapply it throughout the day.
- Bring a sack lunch and drink in a **name labeled bag/sack** each day. *Be sure lunch does not need refrigeration.*
- To avoid dehydration, campers are encouraged not to drink soda while at camp.
- **Campers may not consume energy drinks such as Red Bull, Monster, or Mountain Dew Kickstart while at camp.**

If you have any further concerns or questions about the Day Camp program, please contact Joshua Zoberis at 687-7270 x117 in the Recreation Department and I will be glad to help you!

Informational Youth Day Camp, Camp Quake & Camp Care Meeting For Parents – Monday June 8th 7:00-8:00 p.m.

Central Park Building

Dear Parents/Guardians,

We will have our parent informational meeting for Youth Day Camp, Camp Quake and Camp Care. To make sure your child has a good experience at camp, we recommend that you attend!

During this meeting you will be able to:

- Meet your child's counselors and the program coordinators
- Receive information on the day-to-day routine for campers
- Find out information about fieldtrips and pool days
- Ask any questions you have about camp
- Pick up your child's Camp T-shirts. You will also have the opportunity to purchase additional shirts if you would like.

We look forward to this opportunity to meet with you and hope that it will be the start of a great summer!

Thank you,
Day Camp Staff

Youth Day Camp Pool Information

Dear Parent/Guardian,

This year we will again be attending Tinley Park Park District pool located at 8125 W. 171st Street in Tinley Park. All groups will attend the pool on Fridays, starting the first week of camp June 19th. Groups will arrive at the pool around 9:45 a.m. and leave around 3:00 p.m. Please note that the campers will go to the pool each week unless there is lightening or the temperature falls below 65 degrees.



Each camper is asked to bring the following inside a **bookbag**: a towel, gym shoes, **lunch**, and a suit. This means please *bring* their swimsuit so that they have a change of clothes for after swimming.

We ask that you send your son/daughter with sunscreen as it is a long day and we will remind him/her to reapply.

Since all groups will be at the pool during the lunch hour campers are encouraged to bring a sack lunch. A concession stand is available, but it's a long day and we will leave the pool to eat lunch out in the grove.

IMPORTANT NOTES

- Please have your child at camp at 9:30 A.M. We will be leaving promptly so your child has a longer day at the pool. If your child misses the shuttle for camp, we will not be able to meet you at the gate as we do not have the office cell phone on us at the pool.
- Please send your child with a sack lunch and a drink. We will be eating lunch off the grounds and outside the facility.

DAY CAMP FIELDTRIPS – 2020

<i>Week/Date</i>	<i>Location</i>	<i>Arrive/Return Time</i>	<i>Chaperones</i>
# 1/Wed., June 17 th	Ice Skating – Southwest Ice Arena	N/A	N/A
# 2/Wed., June 24 th	Adler Planetarium	9:30/3:00	\$24/June 12 th
#3/Wed., July 1 st	Water Game Day / Mini Sundaes		N/A
#4/Wed., July 8 th	Lincoln Park Zoo	9:30/3:00	Please check the week before if needed
#4/Fri., July 10th GROUP 5 ONLY	Schaumburg /Dodgeball Tourn. *will call upon return (no pool this week for Group 5)	8:00/TBA	N/A
#5/Wed., July 15 th	Urban Air - Mokena		
#6/Wed., July 22 nd	Windy City Thunderbolts Game	9:30/3:00	\$11/July 10 th
#7/Wed., July 29 th	Forest Preserve Presents: Cooler In The Forest	9:30/3:00	N/A
#8/Wed., Aug. 5 th	Santas Village	9:30/3:00	\$16/July. 24th

Please note that the fees listed above are for **chaperones only!** Fieldtrip fees for the campers were covered within the registration fee. We are *always* interested in having chaperones. If you are able to chaperone, please make sure you turn your money (as well as indicate the fieldtrip attending) by the deadline listed above. Additionally, *we do rely on the chaperones*, so please be sure to attend the day you are signing up for and arrive in a timely manner – Thank you!