



# Summer Day Camp 2021

<b>AGES:</b>	<b>3-14 Years Old</b>
<b>HOURS OF OPERATION:</b>	<b>Monday through Friday</b>
<b>Pre-Camp</b>	<b>7:00am-9:30am</b>
<b>Day Camp</b>	<b>9:30am-3:30pm</b>
<b>Post-Camp</b>	<b>3:30pm-6:00pm</b>

The Hazel Crest Park District is a service oriented- organization dedicated to enhancing the quality of life for the citizens of Hazel Crest. It is our mission to provide quality recreation opportunities and maintain park facilities that are available to all residents. To promote and maintain community partnerships, intergovernmental and corporate relationships while providing quality employment opportunities at theHazel Crest Park District. Above all, we arecommitted to offering you the highest level of service possible.

## DAY CAMP POLICIES AND PROCEDURES

Due to Covid19 Restrictions and Guidelines created by various county and state agencies that affect camp programming, please review policy changes that will be strictly adhered to. If you have any questions or need clarification, please contact Customer Service at 708.335.1500.

Social distancing and wearing of masks will be enforced for all campers and staff. Frequent hand sanitizing and washing of hands will also be conducted. All inside rooms and surfaces are cleaned and sanitized at least twice a day. All camp coordinators will play a role in ensuring rooms, areas and activities both indoor and outdoor abide by these guidelines.

- Pre-Registration must be completed ONLINE ONLY at [www.hazelcrestpark.org](http://www.hazelcrestpark.org) through an online household account. All registrations are due the WEDNESDAY before the start of each week of camp and must be paid in full. No drop in days are available.
- Camp fees are based on five-day attendance only; no less than five day fees are available.
- Age Groups: 4-7 (Pre-K-2nd) — 8-10 (3rd-5th) — 11-14 (6th-8th)
- We will no longer accept Child Care Initiative or Action for Children Financial Assistance. This decision is based on the state-mandated certifications for all staff now required to receive reimbursement.
- Separate fees are now available for Day Camp hours, with availability of Pre- or Post-Camp hours, if needed.
- No meal service will be provided to campers. Campers must bring their own disposable, cold lunch. Water will be provided throughout the day together with an afternoon snack. If any food allergies exist, please be sure to indicate so on the camp packet forms. For Pre-Camp attendees, a cold breakfast may be brought by the camper which will be eaten in a designated breakfast eating area. Vending machines are no longer available at the Hazel Crest Park District.
- Due to transportation and pool availability, weekly swimming will no longer be part of the Summer Camp program. We do, however, hope to have water activities as weather permits and possible.
- Due to limited field trip options and skyrocket travel costs, our travel field trips will be very limited but we have restructured camp to include onsite camp presentations, activities and virtual experiences.
- Pre-Camp attendees cannot be dropped off or signed in prior to 7am. All day campers should be dropped off between 9:00am and 9:15am each day. Due to the varying schedules of each age group, on-time drop off times will result in all planned activities and programs to be completed each day.
- If your child will be absent from camp, an email to [info@hazelcrestpark.org](mailto:info@hazelcrestpark.org) is required and sent as soon as possible. Email should include the camper's first and last name, age group as well as reason for absence. Any other changes in your child's camp schedule should also be relayed via the same email.

## CAMP DATES 2021

Week 1	June 7-11
Week 2	June 14-18
Week 3	June 21-25
Week 4	June 28-July 2
Week 5	July 6-9 (Skip 7/5)
Week 6	July 12-16
Week 7	July 19-23
Week 8	July 26-30
Week 9	August 2-6
Week 10	August 9-13

## REGISTRATION DEADLINE

Wednesday, June 2
Wednesday, June 9
Wednesday, June 16
Wednesday, June 23
Wednesday, June 30
Wednesday, July 7
Wednesday, July 14
Wednesday, July 21
Wednesday, July 28
Wednesday, August 4

Online registration is due the Wednesday prior to the start of camp each week. For registrations received after 5pm on Wednesday, an automatic \$10 per child will be charged to your account which will be due prior to additional camp registrations.

## CAMP HOURS 2021

PRE-CAMP	7:00am-9:30am
DAY CAMP:	9:30am-3:30pm
POST CAMP:	3:30pm-6:00pm

## AGE GROUPS -- 21-22 School Year

- 4-7 (Pre-K-2<sup>nd</sup>)
- 8-10 (3<sup>rd</sup> -5<sup>th</sup>)
- 11-13 (6<sup>th</sup> -8<sup>th</sup>)

## WEEKLY CAMP FEES 2021\*

	RESIDENT	NON-RESIDENT
PRE-CAMP	\$25	\$35
DAY CAMP	\$125	\$135
POST-CAMP	\$25	\$35

**\*Fees include T-Shirt, Registration Fee, Daily Snack, Bottled Water, Crafts, Demonstrations and All On-Site Activities.**

*2nd-4th Child Discount: \$20 Discount of Weekly Fees per Additional Child.*

## HOLIDAY/FIELD TRIPS

The Summer Camp Program will be closed on Monday, July 5, 2021 in observance of the 4<sup>th</sup> of July Celebration. Please make alternate arrangements for the day. Also in the event a field trip is planned and a camper is unable to attend due to any reason, it will be the parent's responsibility to find care for their child outside of the Park District.

## **EMERGENCY CLOSINGS**

If Summer Camp must be cancelled due to unforeseen circumstances, information will be posted on the Park District's Website [www.hazelcrestpark.org](http://www.hazelcrestpark.org) and Facebook Page.

## **MEDICAL EMERGENCIES**

In the event of a medical emergency, parents or another responsible party listed on the emergency forms will be notified **IMMEDIATELY**. If your child requires immediate medical attention, paramedics will be called to provide transportation to the nearest hospital.

For any child having a fever, vomiting, rash, bathroom accident, etc. parents must have someone available to pick up the child within 20 minutes. Any child having a serious illness or communicable disease (i.e., Covid19, ring worm, pink eye, etc.) may not return without a doctor's return statement. Parents will be notified if any communicable diseases within the program to observe their child for symptoms.

## **MEDICATION**

Medication of any type cannot be dispensed without written consent from a parent. We highly encourage, unless absolutely necessary, that all necessary medication be dispensed prior to attendance to camp. Ongoing allergy medicine that may be needed, if symptoms arise, must now be kept in the camper's backpack; clearly marked with dispensing instructions in a sealed plastic container. For emergency Epi-Pen users, this same rule will be enforced. No children will be allowed to dispense their own medicine.

## **CAMPER ARRIVAL/DEPARTURE**

All campers must be checked in at time of arrival. The check-in procedure will include a temperature check by staff and a very brief Covid19 symptom checklist form by the parent/guardian together with their signature. Campers will not be accepted into camp without a parent/guardian present. This new check-in policy is for the protection for all staff and campers in the program. Departure of all campers will require a signature as well.

## **MEAL/SNACKS**

The 2021 Summer Camp Program will **ONLY** provide an afternoon snack and bottled water as needed throughout the day for each camper. Parents must provide a **COLD** lunch each day clearly marked with the Camper's Name. Please note that **VENDING MACHINES** are no longer available at the Hazel Crest Park District.

## WHAT TO BRING/WEAR

- All campers will be responsible for keeping track of their own possessions which should be kept and stored in their labeled backpack.
- Backpack and items inside should all be clearly marked with the camper's full name. The size of the backpack should accommodate all personal items including their bagged lunch as well.
- Closed-toe/Tennis Shoes are highly recommended. Flip Flops/Sandals may be unsafe during outdoor activities/walks.
- Sunscreen (Clearly marked and kept in their backpack.)
- Campers are required to wear their camp T-shirt for ALL camp outings. On other occasions, your child may be asked to wear it as well.
- All cell phones in a camper's possession are to remain in their backpack unless they are specifically granted by staff for free time or activity necessary use of their cell phone. Parents who must contact their camper during the day, must call the general office number at 708.335.1500. The front desk will immediately contact camp staff to have you speak with your camper.
- Due to Covid19 guidelines, any non-essential personal property that is left behind following each day of camp will be disposed of. No Lost and Found will be maintained.

## DISCIPLINE:

- Children will not be verbally or physically abused, but discipline measures may result in time-out, removal from activity and/or redirected to another activity.
- We take the safety of all campers and our staff very seriously and as such, appropriate measures will be taken. Any child exhibiting verbal or physical harm to a camper or staff members, discussion or viewing of any inappropriate subject matter with other campers, threatening language, refusal of directives by staff or any other deemed unacceptable behavior, will immediately be taken to an area away from the camper's group. Supervisor and staff will discuss the situation with the camper and provide appropriate and understandable consequences.
- A brief note will be sent home with the child to make the parent/guardian aware of the incident. The incident note will require a signature.
- If the behavior continues or other infractions are witnessed, a written explanation of all events will provided at week's end with a phone call or in-person visit to be held between the Assistant Director and Recreation Supervisor and parent.

## CHILD ABUSE

In accordance with the laws of the State of Illinois, all staff members are mandated reporters. All suspected cases of abuse and/or neglect or any child in the program must be reported to the proper authorities.



# Participant Information and Medical Contact Form

## Confidential

2600 W 171st Street • Hazel Crest, IL 60429 • 708.335.1500

### Please check CAMPS attending.

- Pre-Camp     Day Camp     Post-Camp

**This form is to be completed by a legal guardian.**

Print clearly in black or blue ink.

Complete all spaces.

Return before the first day of camp.

### PART I: PARTICIPANT INFORMATION

1. Name: (Last/First) \_\_\_\_\_
2. Address: \_\_\_\_\_
3. City/Zip: \_\_\_\_\_
4. Home Phone: \_\_\_\_\_
5. E-mail: \_\_\_\_\_
6. Birthday: (mm/dd/yy) \_\_\_\_\_
7. Height: \_\_\_\_\_ Weight: \_\_\_\_\_
8. Grade (entering): \_\_\_\_\_
9. School: \_\_\_\_\_

### PART II: GUARDIAN INFORMATION

10. Guardian's Name: \_\_\_\_\_  
Daytime #: \_\_\_\_\_  
Cell #: \_\_\_\_\_
11. Guardian's Name: \_\_\_\_\_  
Daytime #: \_\_\_\_\_  
Cell #: \_\_\_\_\_
12. Who has custodial rights for your camper?  
.  
: \_\_\_\_\_

13. Is there a court order to keep anyone away from or restricts them from this camper during this program?

- YES     NO

*If yes, please provide a copy of this documentation. Our staff cannot restrict camper from legal guardians without proper documentation on file with us.*

### PART III: OTHER EMERGENCY CONTACTS

(Other than Guardian #1 and #2)

14. Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_
15. Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_

### PART IV: AUTHORIZED PICKUP (S)

The following are persons *other than Guardian #1 and #2* who are authorized to pick up your camper from the program.

16. Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_
17. Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_
18. Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_

**PART V: MEDICAL INFORMATION**

20. Doctor Name: \_\_\_\_\_

Phone: \_\_\_\_\_

21. Insurance Information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

23. **Sunscreen: Please note that Parents/Guardians are responsible for applying sunscreen on campers prior to camp.** It is advised that sunscreen be brought to the program daily for the participant to reapply as necessary.

24. Please list any allergies your camper has:

\_\_\_\_\_

\_\_\_\_\_

25. Will your camper require medication during this program?  
Or Will they require any medication for allergies?

YES

NO

27. If yes, please indicate any special limitations that may affect your camper's participation in the program.

\_\_\_\_\_

\_\_\_\_\_

29. Will your camper need a reasonable accommodation under the Americans with Disabilities Act to participate in this program? Please contact the Assistant Director a **minimum of 2 weeks before the start of camp.**

YES

NO

If Yes, Nature of Disability:

\_\_\_\_\_

If Yes, Requested Accommodation

\_\_\_\_\_

30. Are there any health or learning factors which you feel would be helpful for us to know about, or observe: eyesight, speech, hearing, behavior, individual habits, or others?

\_\_\_\_\_

\_\_\_\_\_

31. Please check the swimming ability that is most appropriate for your camper:

Non-swimmer

Beginner

Average

Strong

Should any of the above completed information change during the course of the program, it is the responsibility of the legal guardian to submit an updated form with the most up to date and accurate information.

\_\_\_\_\_  
**Signature of guardian**

\_\_\_\_\_  
**DATE:** \_\_\_\_\_

Please return all forms at check-in on the first day of camp attendance or please scan and email the signed document to [info@hazelcrestpark.org](mailto:info@hazelcrestpark.org).