



## Summer Camps Guidelines REV.11-03-16

Thank you for choosing Lake County Forest Preserves Summer Camp. Our camps are designed to help your child gain a deeper appreciation and respect for nature, art, history and culture. These guidelines help to ensure a safe and rewarding experience for everyone.

### Before Camp Starts Checklist

*Soon after registering*--download, print, fill out, and send required camp forms to complete camp registration. Forms must be received one week prior to the start of the camp session. **Camp Emergency Contact, Health, Waiver and Release Form and Day Camp Waiver & Release** (4 page document) **If your child needs medication or uses/carries an asthma inhaler, EpiPen during camp hours, you must also submit the Medication Dispensing Information, Permission, and Waiver**

*One month prior or sooner*—review with your child the camp’s itinerary, appropriate attire & gear, code of conduct and discipline. Contact the camp’s director with any questions.

*One week prior*—be sure child has appropriate gear & attire for each day’s activities including water, snacks for half day camps / snacks & lunch for full day camps. Refer to itinerary and these guidelines for details. Also, if this is your first time at this camp location, check driving routes.

### Appropriate Attire and Gear

The following attire is recommended for your child’s safety and comfort. Campers explore nature and create art, so expect they will be dirty. Leave all cell phones, electronics, valuables, and pocketknives at home.

#### ATTIRE

- Sturdy footwear with heel straps and closed toes. No flip-flops, “jellies,” or Crocs
- Brimmed hat, visor, and/or sunglasses
- Rain jacket, pants, boots as required by weather
- Long pants required for some activities. Refer to the camp’s itinerary for specific details.

#### GEAR

- Filled reusable water bottle, at least 16 oz
- Sunscreen and insect repellent; *they are not provided or applied by staff*
- A backpack; no drawstring or single strap
- Snacks, also a sack lunch for full day camps

**Code of Conduct and Discipline**—Please review the following guidelines with your child.

Children are expected to display appropriate behavior:

- Show respect to all participants, staff, and nature
- Be pleasant to others and refrain from using foul language
- Refrain from putting themselves and others in danger
- Use equipment, supplies, and facilities as instructed
- Always wear shoes
- Stay with the group

**You will be contacted to discuss behavior problems that may arise. The following disciplinary techniques are used:**

- Verbal warning: address issue and expectations
- Time out: the child is removed from the activity for an appropriate amount of time

### **Disciplinary Techniques continued**

- Parent involvement: the parent is contacted to help resolve the situation
- Removal from program: this occurs when a severe issue exists, such as causing intentional harm to others or consistent disruptions of camp activities

### **Health and Safety**

- All camp staff is certified in First Aid, CPR, AED, EpiPen and asthma inhaler assistance. They will take whatever emergency medical measures are deemed necessary for the protection and safety of the camper within their training. This may include calling for an ambulance.
- For a healthy camp environment, please keep your child at home if they feel unwell or have a fever and then notify us of their absence. We must be notified immediately of any communicable disease.
- If your child has special needs for medication during the day or is taken off a particular medication during the summer, please make those details clear on your Health Form. It is also helpful for staff to know of any special medical or behavioral considerations *prior* to the camp session. Staff may be able to modify activities and techniques to provide everyone a great learning experience.
- The only medications campers are allowed to carry are their asthma inhaler and/or EpiPen.

### **Camper Drop-off and Pick-up**

- Park in designated lots and escort your child to and from camp.
- Adult must check in camper with staff no sooner than 10 minutes prior to the start of camp.
- Pets are not allowed at Independence Grove or Ryerson Conservation Area.
- Anyone picking up your child will need to present a photo ID (i.e. driver's license).
- We will not release your child to anyone who is not authorized on your submitted form.
- An additional fee may be charged for persistent tardy pick-up.

### **How Weather Affects Camps**

The safety of your camper is important to us, and weather can change unexpectedly. Staff makes the best decisions they can with the information on hand. *Ryerson Conservation Area* is currently the only camp location with indoor space so is likely not to cancel due to weather.

- Rain: Camps are not cancelled due to rain. Bring rain attire.
- Lightning/Thunderstorms: If lightning persists more than 30 minutes in your camper's location, camp may be canceled. \*
- Heat Index: When the heat index reaches 100 degrees, activities are altered or camp may be canceled. \*

*\*When cancellation occurs, the emergency contacts listed on the Camper Emergency Contact, Health, Waiver and Release Form are notified by phone in the order listed and be expected to pick up your camper. Notification of camp cancellations and changes will also be emailed to all of the email addresses listed on that same form.*

### **Need More Information?**

Contact us at **847-968-3321** with any health and safety concerns or questions about the program.