



# SUMMER CAMP FAMILY HANDBOOK

EARLY CHILDHOOD CAMPS  
FUNSEEKERS DAY CAMP  
CAMP CANTEEN  
TURF & SURF CAMP  
GYMNASTICS CAMPS  
DANCE CAMPS  
ULTIMATE SPORTS CAMP  
SWIM CAMP

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2023



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**\*\*Can be found at [epd.org/programs/camps](http://epd.org/programs/camps)**

## Welcome to Camp

Welcome to the Elmhurst Park District's summer camp programming! We are thrilled to have your child participate at camp this summer! Our goal is to provide a safe, fun, friendly and inclusive summer camp experience for all ages. Please read this Family Handbook thoroughly as it contains very important information about each of our programs. Should you have any questions or concerns, please feel free to contact the appropriate supervisor or camp coordinator.

## Withdrawals & Refunds

A full refund for camps will be issued if the withdrawal request is received by May 1, per camp, per child. Beginning May 2 up until two weeks prior to the first day of the camp session, a 50% refund will be issued per camp, per child. Refunds will not be issued for any withdrawal requests received less than two weeks before the start of the camp session. When requesting a refund in the form of a check or back to your credit card, a \$5 service charge will be deducted.

## Camper Information

Camper information is completed in one of two ways. Some camps will utilize an electronic emergency contact form called ePACT, while others will submit a paper camper information form. Please see the chart below to determine how to submit your child's information to camp. Only one camper information form needs to be submitted, please select all camps that your child will attend.

Camp	Camper Information Form (Paper Submission)	ePACT (Electronic Submission)
Camp Canteen		X
Camp Firefly		X
Dance Camps	X	
Funseekers - North		X
Funseekers - South		X
Gymnastics Camps	X	
Intro to Turf & Surf		X
Kindergarten Kids Camp		X
Little Bug Alone		X
Little Explorers		X
Princess Camp		X
Safety Town Camp		X
STEAM Camp		X
Superhero Camp		X
Swim Camp	X	
Turf & Surf Camp:10-12 Year Olds		X
Turf & Surf Camp:12-14 Year Olds		X
Ultimate Sports Camp	X	

**All camper information along with medication dispensing forms (if needed) must be submitted by June 1.**

These forms can be found at the end of this handbook. Please submit paper forms to [tdalessandro@epd.org](mailto:tdalessandro@epd.org).

## ePACT

The Elmhurst Park District has invested in using the software called ePACT. ePACT is a highly secure online emergency network used to collect medical and contact information.

Parents will be invited to create an ePACT account via a separate e-mail in early May. *Please DO NOT ignore this e-mail.* Your child's ePACT record must be complete prior to the first day of camp. If the record is not completed children will not be able to stay.

If at any time you would like to update your child's medical or contact information simply login to your ePACT account and do so. ePACT will automatically update our records indicating any changes. If you need assistance with your ePACT account, please reach out to ePACT customer service at 1-855-773-7228 ext. 2

## Who Do I Contact?

Directors/Camp Instructors: Most of your daily communication will likely be with your child's camp director or lead instructor. This person is always at your child's camp and will have the site phone with them throughout the camp day. If your child is going to be absent, late, or picked up early the camp director/instructor is the person to contact to let them know. If you have any questions about the camp schedule, day to day activities, or what your camper should or should not bring to camp, please contact the director/instructor. See the following page for contact information per site.

Camp/Program Coordinator: The Camp Coordinator serves as a mentor and supervisor to the director/instructors, and counselors at various locations throughout the summer. The coordinator ensures that staff follows camp schedules, fulfills job responsibilities, and adheres to safety requirements. Please note, not every program area has a camp coordinator.

Program Supervisor: The program supervisor is the Park District's full-time staff member who oversees that camp. If you have any questions or comments that pertain to the overall quality of that camp, you should contact the Program Supervisor. The Program Supervisor also has a better understanding of all the different camps that the Park District offers, should you have questions about what camp is the best fit for your child.

Customer Service/Registration: If you would like to withdraw from a particular camp or program, please contact the registration office at (630) 933-8901. Please note the new withdrawal policy that is in place for ALL camps listed in the section above.

*Please see the following page for a complete list of camp contact information.*



## Camp Contact Information

Camp	Location	Camp Contact Information	Camp Coordinator	Program Supervisor
Camp Canteen	Wagner Community Center 615 N West Ave.	<i>Contact Coordinator for Daytime Camp Needs</i> After Care Camp 4:00-6:00 P: (331) 431-2000	Amy Sanders P: (847) 390-2061 E: <a href="mailto:funseekers@epd.org">funseekers@epd.org</a>	Joanne Lamb (630) 993-8678 <a href="mailto:jlamb@epd.org">jlamb@epd.org</a>
Camp Firefly	Butterfield Park Rec. Building 385 E. Van Buren	P: (630) 601-0202 E: <a href="mailto:srbutterfield@epd.org">srbutterfield@epd.org</a>	Michele Zielinski (630) 993-8933 <a href="mailto:earlychildhood@epd.org">earlychildhood@epd.org</a>	Jessica Marquez (630) 993-8922 <a href="mailto:jmarquez@epd.org">jmarquez@epd.org</a>
Dance Camps	Wagner Community Center 615 N West Ave.	<i>Please contact Dance Coordinator</i>	Maria Dirkes P: (630) 688-4538 E: <a href="mailto:mdirkes@epd.org">mdirkes@epd.org</a>	Erin Lee (630) 993-8967 <a href="mailto:elee@epd.org">elee@epd.org</a>
Funseekers: North	Wagner Community Center 615 N West Ave.	<i>Contact Coordinator for Daytime Camp Needs</i> After Care Camp 4:00-6:00 P: (331) 431-2000	Amy Sanders P: (847) 390-2061 E: <a href="mailto:funseekers@epd.org">funseekers@epd.org</a>	Joanne Lamb (630) 993-8678 <a href="mailto:jlamb@epd.org">jlamb@epd.org</a>
Funseekers: South	Eldridge Park Rec. Building 363 Commonwealth Ave.	<i>Contact Coordinator for Daytime Camp Needs</i> After Care Camp 4:00-6:00 P: (331) 431-2979	Amy Sanders P: (847) 390-2061 E: <a href="mailto:funseekers@epd.org">funseekers@epd.org</a>	Joanne Lamb (630) 993-8678 <a href="mailto:jlamb@epd.org">jlamb@epd.org</a>
Gymnastics Camps	Wagner Community Center 615 N West Ave.	<i>Please contact Gymnastics Coordinator</i>	Amber Goshko P: (630) 993-8676 E: <a href="mailto:gymcoordinator@epd.org">gymcoordinator@epd.org</a>	Kelsi Grubisich (630) 993-8921 <a href="mailto:kgrubisich@epd.org">kgrubisich@epd.org</a>
Intro to Turf & Surf	Centennial Recreation Center 155 E St. Charles Road	<b>TBD</b>	N/A	Kelsi Grubisich (630) 993-8921 <a href="mailto:kgrubisich@epd.org">kgrubisich@epd.org</a>
Kindergarten Kids Camp	Crestview Park Rec. Building 245 E Crestview Ave.	P: (630) 601-0204 E: <a href="mailto:screstview@epd.org">screstview@epd.org</a>	Michele Zielinski (630) 993-8933 <a href="mailto:earlychildhood@epd.org">earlychildhood@epd.org</a>	Jessica Marquez (630) 993-8922 <a href="mailto:jmarquez@epd.org">jmarquez@epd.org</a>
Little Bug Alone	Wagner Community Center 615 N West Ave.	<i>Please Contact Early Childhood Coordinator</i>	Michele Zielinski (630) 993-8933 <a href="mailto:earlychildhood@epd.org">earlychildhood@epd.org</a>	Jessica Marquez (630) 993-8922 <a href="mailto:jmarquez@epd.org">jmarquez@epd.org</a>
Little Explorers	Wilder Park Building 175 S Prospect Ave.	P: (630) 601-0219 E: <a href="mailto:swilder@epd.org">swilder@epd.org</a>	Michele Zielinski (630) 993-8933 <a href="mailto:earlychildhood@epd.org">earlychildhood@epd.org</a>	Jessica Marquez (630) 993-8922 <a href="mailto:jmarquez@epd.org">jmarquez@epd.org</a>
Princess & Superhero Camps	Butterfield Park Rec. Building 385 E. Van Buren	P: (630) 601-0202 E: <a href="mailto:srbutterfield@epd.org">srbutterfield@epd.org</a>	Michele Zielinski (630) 993-8933 <a href="mailto:earlychildhood@epd.org">earlychildhood@epd.org</a>	Jessica Marquez (630) 993-8922 <a href="mailto:jmarquez@epd.org">jmarquez@epd.org</a>
Safety Town Camp	Safety Town/ The Depot 511 S York Street	P: (630) 432-4227 E: <a href="mailto:swagner@epd.org">swagner@epd.org</a>	Michele Zielinski (630) 993-8933 <a href="mailto:earlychildhood@epd.org">earlychildhood@epd.org</a>	Jessica Marquez (630) 993-8922 <a href="mailto:jmarquez@epd.org">jmarquez@epd.org</a>
STEAM Camp	Crestview Park Rec. Building 245 E Crestview Ave.	P: (630) 601-0204 E: <a href="mailto:screstview@epd.org">screstview@epd.org</a>	Michele Zielinski (630) 993-8933 <a href="mailto:earlychildhood@epd.org">earlychildhood@epd.org</a>	Jessica Marquez (630) 993-8922 <a href="mailto:jmarquez@epd.org">jmarquez@epd.org</a>
Turf & Surf Camp: 10-12	Centennial Recreation Center 155 E St. Charles Road	<b>TBD</b>	N/A	Kelsi Grubisich (630) 993-8921 <a href="mailto:kgrubisich@epd.org">kgrubisich@epd.org</a>
Turf & Surf Camp: 12-14	Centennial Recreation Center 155 E St. Charles Road	<b>TBD</b>	N/A	Kelsi Grubisich (630) 993-8921 <a href="mailto:kgrubisich@epd.org">kgrubisich@epd.org</a>
Swim Camp	East End Pool 463 Schiller Street	<i>Please Contact Swim Camp Coordinator</i>	Grace DiCanio (630) 993-8986 <a href="mailto:swimlessons@epd.org">swimlessons@epd.org</a>	Kelsi Grubisich (630) 993-8921 <a href="mailto:kgrubisich@epd.org">kgrubisich@epd.org</a>
Ultimate Sports Camp	Hawthorne Elementary School 145 Arthur Street	P: (630) 330-1159	N/A	Andre Cobbs (630) 993-8980 <a href="mailto:acobbs@epd.org">acobbs@epd.org</a>

## General Camp Information

### Arrival Procedures

Camps will begin promptly at the designated start time; children will need to be signed in and out by a parent/guardian or an authorized adult each day. Arriving on-time to camp ensures that your child can fully participate in the arrival sequence and reduces disruptions.

Early Childhood Camps: Children may experience separation anxiety at the beginning of the session. If your child has trouble at drop off, please wait in your car for fifteen minutes. Class instructors can typically comfort an upset child and engage him/her in an activity within ten minutes. If the child has not been comforted or engaged in activities within ten minutes, the instructor will seek assistance from the parent/guardian.

Funseekers Camps: Campers must arrive to camp between 7:30 and 9:00am. Due to the nature of Funseekers activities, this camp will be unable to accept campers after 9:00am.

### Dismissal Procedures

Children must be picked up promptly at the end of camp and signed out. This must be done by a parent/guardian or an authorized individual who are indicated on the camper's ePACT/Camper Information record. Camp staff reserves the right to ask for photo ID before releasing a camper to the person picking up.

Alternative pick-up times *may* be accommodated in *some* camps. Please contact the program supervisor to see if a special pick-up time is possible. We ask that families try to schedule appointments outside of camp hours whenever possible. Alternative pick-up times should NOT be a regular occurrence, and only be used for emergencies. Once a child is signed-out of camp, they will not be permitted to return later that day.

### Late Fee Policy

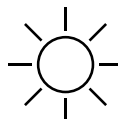
All efforts should be made to pick up your camper promptly at dismissal. On occasion an unavoidable circumstance may result in a late pick up and the late fee policy will be strictly enforced. A five-minute grace period is provided. After the five-minute period, an attempt will be made to contact a parent/guardian if they have not already contacted the park district. The charge of \$5 for the first ten minutes, and an additional \$5 charge for every five-minute period after that is charged per child, not per family. No staff member shall take money from a patron. Late fees will be placed on your account for payment.

### Personal Items

All personal items (backpacks, tote bags, water bottles, lunch bags, etc.) must be clearly labeled with your camper's name. Please do not allow your child to bring items that may get broken or lost. Campers are not allowed to bring gum, candy, sports equipment, toys, cell phones or electronic devices to summer camps unless instructed to do so. The Elmhurst Park District is not responsible for loss, theft, or damage to personal items. Lost and found items are turned into the registration desk at the Wagner Community Center.

### Sunscreen

Campers should arrive to camp with sunscreen already applied. Campers should bring a labeled sunscreen each day and will be asked to reapply as needed. Campers are responsible for applying their own sunscreen. When asked, Camp counselors may assist with spray sunscreen only.



## Restrooms

Children can use the restroom as needed throughout the camp day. If necessary, campers will be prompted by an instructor/counselor to take a restroom break. Children do not need to wait for camp restroom breaks.

All campers are expected to be restroom independent. The routine use of diapers or pull-ups is not permitted. Children should wear clothing that aids in bathroom independence (avoid difficult belts, buttons, and one-piece outfits). Occasionally campers will have a toileting accident. Please make sure to send your camper with a seasonally appropriate change of clothes. Camp instructors are not responsible for changing soiled clothing; however, they will do their best to verbally direct the child. In early childhood camps, if your child has a toileting accident while at camp, a parent/caregiver may be contacted for assistance. A parent/guardian or caring adult must be available within fifteen minutes to change the camper.

## Health, Safety and Medical Information

### Allergies

If your child has allergies, please make sure to disclose this information on your child's ePACT or Camper Information Form. If you have questions or concerns, please contact the camp supervisor for specifics to your child's camp.

### Health & Sick Policy

***We will be strictly enforcing our sick and illness policy.***

Children should not attend camp if sick or symptomatic within the past 24 hours including sore throat, cough, runny nose, rash, diarrhea, nausea, vomiting, fever, earache, or any communicable disease.

To report an absence, contact your camp site and leave a voicemail or message for the instructors/directors. Parents/guardians whose children develop communicable diseases, i.e. chicken pox, head lice, pertussis, etc. are asked to notify the Program Supervisor of their child's camp as soon as the child is diagnosed. The name of the affected child is not released; however, parents are notified of the occurrence of a contagious illness.

If a child becomes sick at camp, parents/guardians will be notified and asked to pick-up their child within 15 minutes. The sick child will be removed from the activity area, made to feel comfortable, and isolated with a staff member until picked-up. A child feeling symptomatic will be sent home and will not be able to return until they are symptom free for 24 hours. Camp staff reserve the right to deny a child into the program due to illness.

### Medication

Under the guidance of a physician, parents/guardians should make every effort to adjust medication schedules so that medication may be administered under parent/guardian supervision. If your child needs medication dispensed to him/her during camp hours, staff *may* be authorized to do so if the proper forms have been fully completed. In some instances, the administration of medication cannot be performed by park district staff due to specific and/or complex physician and/or manufacturer instructions or invasive procedures.



## Medication Continued

If medication needs to be dispensed at camp, please fill out the Medication Dispensing Form at the end of this handbook. All medications sent to camp, including over-the-counter medications, must be brought to the camp instructor in the original container properly labeled by the pharmacist and/or with a physician order on the child's first day of camp. This medication will be always carried by the child's counselor.

Parents/guardians are responsible for ensuring all medications are within their expiration date and for collecting medications once discontinued and/or on the last day of camp. If there is a need for the administration of medication during a minor's participation in a District program, the parent/guardian must:

1. Complete the Permission to Dispense Medication/Waiver and Release of all Claims form and/or the Use of Inhaler or Auto-Injector Waiver and Release of All Claims and Identification form.
2. Complete and sign the Medication Dispensing Information form.
3. Deliver all medication to the camp in the original prescription bottle. The container must clearly state the person's name, medication, dosage, and time of day the medication is to be given.
4. Advise the Instructor, in writing, of any specific instructions regarding dispensing or storage of the medication.

## Inclement Weather

The district is committed to protecting the health and safety of our participants and staff. Camp provides various opportunities for outdoor physical activity. The following guidelines are meant to provide a decision-making structure to promote participant and staff safety when local weather may be detrimental to health. These guidelines are intended to provide preventive strategies that may limit or revise certain outdoor programming. When excessive heat occurs, the following precautions are to be taken for all outdoor programming. The heat index is the "feels like" or effective temperature.

- For youth programs, if the heat index is more than 104 degrees, activities outdoors will be suspended, postponed until later or held indoors. No activities may begin until conditions are acceptable meaning the heat index is below 104.

If inclement weather prevents us from running camp, the Elmhurst Park District will post weather related cancellations or facility closure information using [RainoutLine](#). Rainout line notifications can be received by text, email, or smartphone app.

## Emergency Procedures

In the event of serious injury or illness, it is the policy of the Elmhurst Park District to seek immediate medical attention by calling 9-1-1. After seeking medical attention, staff will notify a parent/guardian.





## Behavior Management

### Behavior Management

Camp instructors implement a variety of positive guidance strategies including modeling skills, offering choices, employing redirection, altering the environment, and reflection. All behavior management strategies are suggested to campers in a gentle, positive, and discreet manner. Instructors will maintain open communication with families to work through behavior concerns.

All campers are expected to always exhibit appropriate behavior. We expect camp participants to accept others' differences, express feelings appropriately, solve conflicts through peaceful means, and participate in activities together. All participants (including parents/guardians) must comply with the following behavior code of conduct expectations:

1. Always demonstrate respectful and responsible behavior toward others.
2. Follow all specific facility and program rules and take direction from staff.
3. Show respect for all equipment, supplies, and facilities.
4. Refrain from using foul, inappropriate, or abusive language.
5. Refrain from threatening or causing bodily harm to self, others, or staff.
6. Refrain from bullying in any form.
7. Refrain from possessing weapons of any kind (real or fake) or illegal substances of any kind (real or fake) including drugs, explosives, or fireworks.
8. Refrain from leaving the site or program area without permission.

Participants who have difficulty following our expectations will receive an appropriate consequence for their misbehavior. Please see the following discipline procedures.



## Discipline

The procedures for handling disciplinary action will depend on the severity and/or repetition of the unacceptable behavior(s). Camp staff will intervene when a child's behavior threatens their safety or the safety of well-being of others, is causing destruction of property, or is disrupting the activities of others.

Staff and Program Supervisor reserve the right to review each situation on an individual basis and apply the appropriate consequences depending on the severity of the incident. While staff will make every effort to work with the family to implement a progressive discipline procedure, there may be circumstances that warrant dismissal from a program. The general procedure for handling discipline situations involving children (15 years and younger) may be as follows:

**Verbal Warning:** Camp staff will attempt to redirect the participant's behavior and warn of the potential consequences.

**Written Warning:** A Behavior Incident Report will be filled out by the camp staff and the program supervisor will be notified. At pick-up, staff will further communicate the incident, possible consequence and have the parent/guardian sign the Behavior Incident Report.

**Suspension:** The participant and the child's legal guardian will be notified verbally and in writing from the appropriate supervisor that the participant will be suspended from participating in the program for a period not to exceed one (1) week.

**Dismissal from Program:** The participant and the child's legal guardian will be notified verbally and in writing from the appropriate department director that the District can no longer be responsible for the actions of the participant and they must therefore be dropped from the program.

## Discrimination

The Elmhurst Park District does not discriminate on the basis of race, color, sex, age, national origin, religion or disability in employment, treatment of visitors and users, use of parks and facilities, or admission to and participation in programs and activities of the District in compliance with the Illinois Human Rights Act, Title VII of the 1964 Civil Rights Act, Section 504 of the Rehabilitation Act of 1973 as amended, the Americans with Disabilities Act and the State of Illinois and U.S. Constitution.

For information concerning rights and provisions under ADA or to inform us of program, facility or service inaccessibility, please call the compliance officer at (630) 993-8915. We invite any resident with a special need to contact us upon registration so a smooth inclusion may occur.

## Inclusion Services

The Elmhurst Park District is committed to providing quality recreational opportunities to all students, with and without disabilities. Staff members are available to assist participants with accommodations needed for success in, and enjoyment of our program. To keep all children safe, we do adhere to a strict behavioral code of conduct policy. When filling out ePACT/Camper Information Form, we ask parents to list their child's special needs. This information will be kept confidential and will be utilized by the program and Inclusion management staff to ensure assimilation into, and success with our program.

Parents or guardians should contact the Program Supervisor as soon as their child has been registered for the program. Please keep in mind the level of participant support needed for the program setting. Parent cooperation and support is essential to this process. ***For questions regarding the inclusion process please reach out to the Supervisor of Inclusion Services, Sean Tovey 630-993-8670 [stovey@epd.org](mailto:stovey@epd.org).***

## What to Bring to Camp

	Camp Canteen	Camp Firefly	Dance Camps	Funseekers	Gymnastics Camps	Kindergarten Kids Camp	Little Bug Alone	Little Explorers	Princess & Superhero Camps	Safety Town Camp	STEAM Camp	Swim Camp	Turf & Surf Camps	Ultimate Sports Camp
Sunscreen	X	X		X		X		X	X	X	X	X	X	X
Labeled & Filled Water Bottle	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Bike Helmet										X			X	
Swimsuit	X			X								X	X	
Towel	X			X								X	X	
Disposable Lunch	X			X									X	X
Snack	X		X	X								X	X	
Backpack	X		X	X	X		X		X	X		X	X	X

*\*Lunches should be fully disposable. Refrigeration is NOT available.*

## What to Wear to Camp

### Dance Camps:

Campers must bring ballet or jazz shoes as well as clean sneakers and socks. No street shoes may be worn in the studio. Campers should wear comfortable clothing such as leotard/tights or activewear. Hair must be tied back.

### Gymnastics Camps:

Leotard, or t-shirt with shorts. Hair tied back. No clothing with snaps or buckles, barefoot – no socks. Bring gym shoes.

### Early Childhood Camps:

Campers should wear comfortable, durable play clothes. Clothing must be appropriate for the camp and the weather conditions. In addition, rubber-soled, closed-toe footwear (preferably gym shoes) is required for camp. Campers will participate in water play from time to time during camp, you may send your child wearing a swimsuit under their clothes if you like.

### Funseekers & Camp Canteen:

Campers should wear comfortable, durable play clothes. Clothing must be appropriate for the camp and the weather conditions. In addition, rubber-soled, closed-toe footwear (preferably gym shoes) is required for camp. Flip-flops, sandals, or Crocs are allowed only at the pool or water parks. Campers will be outside for most of the day so please consider sending your camper with a hat.

### Turf & Surf Camps:

Campers are responsible for dressing appropriately for the weather each day. It is recommended that rain gear be brought, along with any other items which will make biking in all types of weather comfortable. No sandals or open-toed shoes will be permitted. Campers will be going to the pool each day and should bring a swimsuit and towel. Bike helmets are not optional equipment.

### Ultimate Sports Camp:

Campers should wear comfortable, durable play clothes. Clothing must be appropriate for the camp and for the weather conditions. In addition, rubber-soled, closed-toed footwear (preferably gym shoes) are required for camp. Flip-flops, sandals, or Crocs are not allowed.

## Funseekers Day Camp & Camp Canteen Specific Policies



### Grouping

Campers will be grouped by grade level. Please make sure to indicate what grade your child will be entering in the Fall upon registration. Your child will stay in the same group ALL summer with no exception. Groups may be combined depending on enrollment.

<u>Group 1:</u>	K & 1 <sup>st</sup> Grade
<u>Group 2:</u>	2 <sup>nd</sup> & 3 <sup>rd</sup> Grade
<u>Group 3:</u>	4 <sup>th</sup> & 5 <sup>th</sup> Grade
<u>Camp Canteen:</u>	6 <sup>th</sup> , 7 <sup>th</sup> & 8 <sup>th</sup> Grade

### Camp T-Shirts

Campers will receive one camp t-shirt for the summer. T-shirts will be distributed the first week your child attends camp and MUST be worn on all field trips.

### Field Trips & Events

Campers will travel by bus to reach each field trip destination. Field trip and pool calendars are posted on the Funseekers and Camp Canteen webpage. It is important that your child arrives on time to camp as we are not able to hold buses for late campers. On occasion, an in-house field trip at the camp may take the place of a destination field trip. Field trips and events are subject to change. Camp t-shirts must be worn on all field trip days. Camp Canteen campers will go on two fields trips a week and some will require campers to bring their own money.

### Swim Days

Our camps schedule swim trips to local pools, water parks, or spray parks. Please bring a swimsuit, towel, and sunscreen on these days. It is important for us to know your child's swimming ability. Please fill out the swim information section on your child's ePACT account accurately.

#### *Swim Test and Levels*

- If you indicate in your child's ePACT account that they can swim in all depths of water, they will be swim tested on their first week of camp. All campers will need to complete the camp swim test by jumping in and swimming one length of the pool in deep water without stopping or needing assistance. Proper swimming technique is required. If they pass the swim test, then they will be given a blue wristband to wear and will be able to go on the waterslides and diving boards. Campers will be grouped by similar swim ability and remain with a counselor the entire time.
- If you indicate in your child's ePACT account that they are to stay in shallow water or they fail to pass the swim test they will wear an orange wristband. They will not be allowed to go on any waterslides or diving boards. Campers will be grouped by similar swim ability and remain with a counselor the entire time.

We will reinforce your decision, but please understand that aquatics staff have the right to restrict swimming, water slide and diving board participation based on testing of your child's swimming ability and height. If the aquatic facility we are going to visit is open, we will go on the trip. We rely on the expertise of the Aquatics Managers to make the decision whether it is safe to swim.

### Cell Phone/Smart Watches

The use of cell phones and smart watches are prohibited. Campers are not allowed to take and/or use their cell phone for any purposes. Smart watches should not be used to contract parent/guardian or play games. We are not responsible for loss, theft, or damage to these electronic devices.

## Turf & Surf Camp Specific Policies



### Sign-In/Sign-Out

Campers should arrive no later than 9:30am and check in with their counselor upon arrival. Any camper who is not checked in by 9:30am will receive a call home unless their parent/guardian has already called them in for an absence. If your child will not be attending camp for any reason, please make sure to call the camp phone to report their absence.

Campers will have the ability to sign themselves out of camp at the end of the day to ride their bikes home. Campers need to have the self-sign out option marked on their ePACT record to do this. Campers will only be allowed to sign themselves out at the END of the camp day.

### Biking & Inclement Weather

Be prepared to bike every day. Turf & Surf members will bike in all-weather with the exceptions of lightning storms, extreme rain, and uncommon cold or heat. The rain location for the summer will be at the Centennial Recreation Center. Camp staff will have back-up lesson plans with games and crafts if we are unable to bike to our scheduled destination due to inclement weather. If inclement weather hits while we're already on the road and camp cannot get to CRC, they will find the safest location possible. It is the camper/parent's choice on whether to attend camp during inclement weather, but please know that camp will be held regardless of the weather conditions outside, our activities for the day will just be changed. Location changes will be communicated to all camper families. If you are ever unsure of the location we are at, please don't hesitate to call the camp phone.

### Cell Phone

Campers may bring their cell phone; however, it must stay in their backpacks. We will enforce that pictures and videos are not taken at camp. Campers will be allowed to access their phones as needed and will have breaks to use them. It is important that campers never have their phones out while riding their bicycles to or from camp.

### Swim Days

Our camps schedule swim trips to local pools, water parks, or spray parks. Please bring a swimsuit, towel, and sunscreen on these days. It is important for us to know your child's swimming ability. Please fill out the swim information section on your child's ePACT account accurately.

#### Swim Test and Levels

- If you indicate in your child's ePACT account that they can swim in all depths of water, they will be swim tested on their first week of camp. All campers will need to complete the camp swim test by jumping in and swimming one length of the pool in deep water without stopping or needing assistance. Proper swimming technique is required. If they pass the swim test, then they will be given a blue wristband to wear and will be able to go on the waterslides and diving boards. Campers will be grouped by similar swim ability and remain with a counselor the entire time.
- If you indicate in your child's ePACT account that they are to stay in shallow water or they fail to pass the swim test they will wear an orange wristband. They will not be allowed to go on any waterslides or diving boards. Campers will be grouped by similar swim ability and remain with a counselor the entire time.

We will reinforce your decision, but please understand that aquatics staff have the right to restrict swimming, water slide and diving board participation based on testing of your child's swimming ability and height. If the aquatic facility we are going to visit is open, we will go on the trip. We rely on the expertise of the Aquatics Managers to make the decision whether it is safe to swim.



## Ultimate Sports Camp Specific Policies



### Lunches

Campers partaking in our Half-Time program are required to bring a lunch daily. We encourage campers to bring their labeled lunch and a beverage in a reusable container. Lunches are kept in the camper's backpacks until lunch time. Refrigeration is NOT available.

### Camp T-Shirts

Campers will receive one camp t-shirt for the summer. T-shirts will be distributed the first week your child attends camp and MUST be worn on Hub field trip days (Fridays).

### Jersey Thursdays

Thursday is jersey theme day at Ultimate Sports Camp! Campers are encouraged to dress in their favorite team (local or national) spirit wear, t-shirt, sport jersey, socks, etc. Expensive apparel is not recommended. Any item that you would be devastated if lost, ripped, stained, and so on, please leave at home.

### Berens Park Hub Days

Campers need to be dropped off at the Hub at Berens Park, transportation from Hawthorne Elementary School to Berens Park is not provided. We will be utilizing various amenities at Berens Park including the turf fields, batting cages, tennis courts, sand volleyball, mini golf, and grass fields. We do not use the spray ground, or the concession stand. Please do not send your camper with cash or in a swimsuit.

In the event inclement weather is likely on Hub Day, camp will take place at Hawthorne Elementary School. We will make this decision by 7:30am on the Friday of camp. We will be using an application called Rainout Line to communicate the location of camp on days with the potential of inclement weather. You are responsible for signing up for notifications from the system or calling into the hotline (630) 333-9594 extension 25 to find out the location of camp. The system allows you to sign-up for text or e-mail alerts.

In the event a pop-up storm occurs while at Berens Park, we will move inside to either the room at the Hub, or a Multi-Purpose room at Wagner Community Center. We will update the application to notify you of the pick-up location for your child.

### Additional Equipment

Campers do not need to bring any additional equipment to camp each day. All equipment used will be provided by the Park District.





## CAMPER INFORMATION FORM

CAMPER NAME: \_\_\_\_\_

### CAMP INFORMATION

**Program** *(select all that apply)*

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Ultimate Sports Camp  | <input type="checkbox"/> Ultimate Sports Camp-All Stars |   |
| <input type="checkbox"/> Girls Gymnastics Camp | <input type="checkbox"/> Boys Gymnastics Camp           |   |
| <input type="checkbox"/> Dance Intensive Camp  | <input type="checkbox"/> Summer Fun Dance Camp          | <input type="checkbox"/> Summer Break Dance Camp  |
| <input type="checkbox"/> Mighty Mites Tennis   | <input type="checkbox"/> Jr/Sr Academy Tennis           | <input type="checkbox"/> Youth Summer Tennis Camp |
| <input type="checkbox"/> High School Tennis    | <input type="checkbox"/> Jr. Golf Camp                  | <input type="checkbox"/> Swim Camp                |

### CHILD INFORMATION

Child's Name: \_\_\_\_\_  
*(First)* *(Last)* *(Name to be used/Nickname)*

Birthdate: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Age: \_\_\_\_ Grade Entering in Fall: \_\_\_\_

Address: \_\_\_\_\_ School: \_\_\_\_\_

Guardian Name: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

Guardian Primary Phone #: \_\_\_\_\_ Guardian Secondary Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Guardian Name: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

Guardian Primary Phone #: \_\_\_\_\_ Guardian Secondary Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

### EMERGENCY CONTACTS/ ADULT AUTHORIZED PICK-UPS

*(Must provide at least one other person that those listed above.)*

#### Local Emergency Contact:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

#### Authorized Pick-Up List:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

☐ Is there anyone who is NOT authorized to pick-up your child? If yes, please list the name(s) below:

\_\_\_\_\_



## CAMPER INFORMATION FORM

CAMPER NAME: \_\_\_\_\_

### INCLUSION NEEDS

Does your child have any special needs (physical, behavioral, cognitive, processing, social/emotional, or communication.) Yes ☐ No ☐

If yes, please describe inclusion needs and contact Sean Tovey, Program Supervisor of Inclusion at [stovey@epd.org](mailto:stovey@epd.org), 630-993-8670:

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### MEDICAL NEEDS

Does campers have any allergies, food or environmental. Yes ☐ No ☐

If yes, please list and describe any possible reactions to exposure:

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Does camper have any medical conditions or health concerns, we should be aware of: Yes ☐ No ☐

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☐ Will medication need to be administered while at camp? Yes ☐ No ☐

If yes, please complete the Medication Dispensing Form at <https://www.epd.org/programs/camps>.

Is there anything else you would like us to know about your child? Yes ☐ No ☐

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I have read and agree to the Permission to Dispense Medication, Elmhurst Park District Family Handbook for Camps, all of which can be found at <https://www.epd.org/programs/camps>. I understand that my signature and acknowledgement is required below to participate in Elmhurst Park District Camps.

\_\_\_\_\_  
*Acknowledgement Signature*

\_\_\_\_\_  
*Relationship to Child*

\_\_\_\_\_  
*Date*

Please e-mail to [tdalessandro@epd.org](mailto:tdalessandro@epd.org) by June 1st