



Randolph
Park



Pulaski County Recreation

2008 Randolph Park Summer Day Camp

*Boys and Girls ages 5-12
June 16th through August 15th*

For Applications you must email:

randolphparkcamp08@gmail.com

or

aakers@pulaskicounty.org

or call 674-1513 ext. 103

(Application Deadline is June 6th, 2008 or until we reach capacity)

The Pulaski County Recreation Randolph Park summer day camp program is for youth ages 5 to 12 years old. **Campers must be at least age 5 prior to June 16th, 2008 to be eligible for entry. Campers may not be age 13 prior to August 15th, 2008 to be eligible for entry.**

The 2008 camp will begin Monday June 16th and occur Monday through Friday for a total of 9 weeks and end on Friday August 15th.

(NOTE: We realize Pulaski County Schools re-convene after Labor Day in 2008; however we cannot offer camp care the last two weeks in August due to most staff returning to college.)

During the third week of camp, June 30th through July 4th, camp will only occur on Monday June 30th, Tuesday July 1st, and Wednesday July 2nd. There will be NO CAMP for two days on July 3rd, and 4th.

In 2007, new State of Virginia legislative guidelines (Senate Bill 257) no longer requires licensure of summer day camps operated by local governments. Though we are no longer a state licensed program, we will continue to operate under the same strict guidelines set forth for day care centers. All staff are properly screened, trained, certified in CPR/First Aid and approved for work with children. All staff work under the supervision of the Director of Community Activities for Pulaski County. Proper documentation and paperwork concerning youth enrolled in camp will be accessible to our staff at all times. The application and forms included in this packet of camp information must be thoroughly completed by the parents/guardians prior to camp entry.

Summer Day Camp General Information

*Camp registration is limited and is on a first come first serve basis. **Deadline is June 6, 2008 or until we reach capacity.** Pulaski County does not discriminate on the basis of race, creed, disability, national or ethnic origin.*

- 1) **Camp times:** Camp begins at 9:00am and concludes at 4:00pm daily. For the convenience of working parents, early and late supervision is provided from 7:30am till 5:30 pm for an additional weekly fee of \$5.00.

- 2) **Drop off and pick up:** To ensure child safety, **parents must physically come to sign in and out for their child each day. (NO EXCEPTIONS)** Parents may not drop off kids without signing in. Staff members are very mindful that camp activities occur outdoors and they diligently watch other park patrons and notify proper personnel of any suspicious individuals or activity. Parents must be aware that we do not allow anyone checking kids out of camp that have not been authorized in writing or verbally by the proper parent in charge.

- 3) **Fee Structure:** A **\$5.00 registration fee per child is required with each application.** Camp costs are \$60.00 per week for regular attendance or \$65.00 per week early/late attendance. *(For families with multiple children fees are \$60.00 1st child, \$50.00 2nd child, \$40.00 3rd child)* Fees must be paid on **Monday** of each week prior to camp participation. Failure to do so will result in suspension from camp.
All checks are made payable to **“COUNTY OF PULASKI”**.
(NOTE: Do NOT make checks payable to Randolph Park or County Recreation)
(NOTE: Week three June 30th will be a fee of \$36.00 for that week due to no camp July 3rd and 4th.)
*(NOTE: The County of Pulaski **does not** provide year end report forms to parents regarding camp payments for tax purposes. It is the responsibility of the parents to keep weekly receipts given by camp staff for tax credit. A tax identification number will be given by staff during the last week of camp.)*

- 4) **Required Forms:** Parents must thoroughly complete, sign, and turn in all required forms included in this document. *Parents with multiple children must fill out separate forms for each child.* These are as follows:
 - Page 4 Registration form
 - Page 5 Discipline Policy Attendance Verification form
 - Page 6 Parental Authorization Form (for swimming sunscreen, medication)*(Note: A copy of your child(s) School Entrance Health Form/Physical is **no longer** required!)*

- 5) **What to bring to camp:** All activities take place outside so please dress campers appropriately. Come Dressed for Mess! Appropriate attire is shorts, t-shirt, tennis shoes, hat, and swimsuit. Must bring towel and sunscreen. Note: Sunburn is a major concern among campers. Our staff will make sure all campers have applied sunscreen. It is the responsibility of the parents/guardians to provide sunscreen lotion and help monitor skin irritations or potential burning. Parents must sign “sunscreen application permission form” for staff to apply sunscreen. Campers may bring cooler with ice pack for drinks and extra food. We do not refrigerate nor heat foods. We encourage ice packs for coolers. All camp items are required to have the child’s name or initials written on these including clothes. We go through lost and found on a daily basis and normally collect several unclaimed items. Remember, campers will get dirty and messy often. Campers are allowed to bring some money for concessions while at the pool but money should not be excessive. (Staff can keep campers extra money in a lockbox.) Campers may bring card games as approved by camp staff. Camp staff are not responsible for any items lost stolen or broken.

- 6) **What NOT to bring to camp:** Toys of any kind, gum, valuables, money (unless to be used for concession at pool), I-pods, walkmans, CD players, radios, or any electronic hand-held games. Other items not listed that are determined by staff to be a nuisance will be required to be left at home. Campers may NOT have cell phones unless required by parent due to an emergency or medical condition. If this is the case, camp staff will keep cell phones in his/her possession for the parent.

- 7) **Lunches and Snacks:** We will provide snacks and drinks from a portable cooler as needed. We will be providing warm lunches brought to the campers from the PCHS cafeteria each day beginning the *second week* of camp (June 23rd – Aug. 15th) unless grant funding does not support this program. Please remember to pack your child(s) lunch the entire first week of camp.
- 8) **Camp format:** There will be a designated camp staff supervisor for your child's age group. Ages groups will be as follow: 5&6, 7&8, 9&10, 11&12. Due to the major difference in ages attending camp, the 11&12 year old age group will have afternoon activities that will separate them from the 5 to 10 year olds on a regular basis. A typical camp day will consist of campers being checked in by 9:00am, going swimming until 11:45, reporting to lunch at large shelter for approximately 45 minutes, and beginning afternoon activities around 1:00. There will be organized activities as decided upon by the age group supervisor as well as free play opportunities. All activities will be supervised by designated supervisor and staff support personnel. Activities may include but are not limited to arts/crafts, playground time, organized sports play, educational/cultural lessons, and other activities as deemed appropriate. Staff will be receptive to suggestions and ideas from both youth participants and parents. Staff will be mindful of keeping youth properly shaded from the sun and other adverse weather conditions each day.
- 9) **Field Trips:** Parents will be notified in advance prior to taking field trips and will be given a separate form for signature signifying permission to ride a school bus to the destination. Trips will be consistent with prior years which included going to Wythe County to visit the Zoo and Movie Theater as well as a trip to Roanoke to the Science Museum.
- 10) **Inclement Weather & Emergency Shelter Facility:** Typical inclement weather of concern during camp months consists of general or heavy rains, thunder and lightning. During immediate emergency weather requiring indoor shelter, campers are moved to the inside of the pool house facility to wait out the storm. Lengthy or forecasted bad weather will require the camp to convene indoors at **Central Youth Center** located at 143 Third Street in Pulaski. This is our only county owned facility capable of housing our camp participants. Parents will be notified in advance or when campers are bused to this facility. Parents will be notified if a child needs to be picked up at Central Youth Center or back at Randolph Park.
- 11) **Medication, Illness and Injury:** It is our camp policy **not** to administer any medication unless it is considered necessary and vital to a child's health. If so, an authorization to give medication form will be signed by the parent stating such authority and type of medication. We are equipped with first aid kits to handle minor injuries. If there is any question that the injury is more serious (not life threatening), we will call parent to seek advice on how to proceed. Of course, serious injuries will prompt immediate Emergency Medical Response (911) and immediate notification of parent(s). Please be respectful of others and remember that camp is not a place for sick children. Keep sick children away from camp until symptoms are back to normal. If a child misses camp due to being sick, the parent must notify staff of illness. If sickness is deemed contagious, parents must tell staff so precautionary measures can be taken with other youth to avoid potential outbreak.
- 12) **Contact Information:** The main contact number for camp is the Randolph Park office at 674-1513. Director Anthony Akers extension is 103. Feel free to email at aakers@pulaskicounty.org .Parents may call the Pool Front Desk at 674-1513 ext. 100 and ask a message be given to appropriate camp staff personnel. Of course, parents may come to camp at any time but must notify staff of arrival. Camp staff is not required to give out his/her personal cell phone number to parents but have the option to do so if desired. If non-direct communication from staff is not granted via cell phone, parents may arrange a more readily method of communication with program director if he/she feels current system of land line 674-1513 or email is not sufficient.
- 13) **Camp headquarters:** The camp main headquarters will be at the large picnic shelter (with the stone fireplace) above the pool. Of course, during morning swimming hours, camp will be at the water park facility. On days the shelter facility is reserved by an outside group, we will use the large Gazebo located above the large picnic shelter. Visible signs will be posted signifying location of campers.