Chicago Ridge Park District

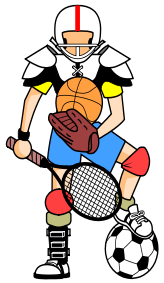
Yougottawanna Day Camp

and

Recreation After Camp (RAC)

2019 Parent/Camper Handbook

Program Philosophy



The goal of Day Camp and RAC is to provide children with a safe, structured, and well supervised summer camp program. The program format provides a variety of activities for children ages 6 through 14. Traditional sports, recreational activities, crafts, water days, and field trips fill the summer with fun!

The Day Camp and RAC programs utilize various park district facilities during each day's programming including the Freedom Activity Center, 6252 Birmingham; Frontier Park Fieldhouse, 9807 S. Sayre; the Teen Center, 10736 S. Lombard; Ball Fore, 6701 W. 107th St; Lily Pad, 6246 Birmingham; as well as various park district playgrounds. Our programs also regularly utilize the Chicago Ridge Public Library, 10400 Oxford Ave.

Day Camp Survey

Please take the time to fill out this form and return it to the Freedom office at your earliest convenience.

1. What are some games and activities that your son or daughter would like to see done at camp?

_____
_____
_____
_____
_____

2. What are your thoughts on all field trips being included in the price of camp?

_____
_____
_____
_____
_____

3. Comments:

_____
_____
_____
_____

Freedom Activity Center
6252 West Birmingham
Chicago Ridge, IL 60415
(708) 636-4900

Chicago Ridge Park District
Board of Commissioners

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What is a Typical Day at Day Camp?

When your child arrives at Freedom Park in the morning, we take attendance and get them ready to start their day. A schedule of activities is planned ahead of time, with a wide variety of challenges, which may include fueling their minds with crossword puzzles, word searches, and crafts. Other activities include physical participation such as kickball, scavenger hunts, dodgeball and other games. Also on scheduled days, your child will be attending the Splash Pad and Ball Fore. Also, on most weeks there will be a planned field trip. Your child will be assigned to a group with other children of the same age and gender.

DAY CAMP HOURS

9AM–3PM every Monday- Friday, regardless of weather

Lunches

Your child must have a bagged lunch everyday, including water days and field trips. Please do not send your child with a lunch that needs to be microwaved or refrigerated. For special events, if lunch will be provided, we will let you know in the weekly newsletter.

Newsletter/Calendar

Each week all camp participants will receive a newsletter. It will highlight camp happenings, field trips, special events, water days, and parent reminders. Please be sure to read and mark any key dates on your calendar. Beginning this year, newsletters will only be emailed out. Please provide your email address on the emergency form when registering your child.

Special Dates

1st session.....June 10th–July 6th
NO CAMP.....July 4th
2nd session.....July 8th–August 2nd
Talent Show.....August 2nd

PM RAC

Time: 3:00 P.M. – 6:00 P.M.

PM RAC begins with attendance in the gym. Campers will be separated into three different age groups, having three different activities planned for the day. Each group will have a scheduled snack time to refuel after a long day of camp. Please send a healthy snack with your child each day he or she attends RAC. These activities keep us busy until 5:45 P.M., at which time we clean up the rooms and finish our day. Please advise the Freedom Activity Center's office of any changes to your child's RAC schedule immediately. In order to receive credit for RAC schedule changes, the Freedom Activity Center's office must be notified by 6pm the day before the change. Credits will expire one week after they are issued. Campers that are not previously scheduled to attend RAC and are present will be charged for the afternoon of RAC ($7) , plus an additional $7 fee. This fee is due at the end of the unscheduled day. If the payment is not made, your child will not be allowed to come to day camp or RAC until the payment is received.

PM RAC Pick Up

RAC participants must be picked up by a parent, guardian, or a designated adult listed on the emergency form by **6 P.M.** Any person picking up a child must sign the sign-out register and show a valid photo ID before his or her child will be released. **There is a late-fee of $1.00 per minute after 6 P.M.**

All rules and regulations of Day Camp follow through to RAC.

RAC

Weekly Sign-up

A new RAC week begins each Monday. Your child must be registered with fees paid no later than the Friday prior to the start of the next week or a late fee will be applied.

NSF checks will be assessed a $40 fee.

Fees

Morning only (AM).....$ 4.00
Afternoon only (PM).....$ 7.00
Morning & Afternoon.....$ 11.00
There is a $1.00 discount for each additional child in the same family.

AM RAC

Time: 6:30 A.M. – 9:00 A.M.

The Freedom Activity Center opens at 6:30 A.M. Monday through Friday. Parents must sign their child in each morning for RAC. A camp counselor will greet you at the door with a sign-in sheet and direct your child to the proper room for morning activities. Campers will participate in numerous games and activities to start the day and will begin transitioning into day camp at 8:45 A.M. Campers that are not previously scheduled to attend AM RAC and are present will be charged for the AM ($4). This fee is due by the end of the unscheduled day. Any campers that are dropped off inside the Freedom Activity Center prior to 8:45 A.M. will be charged for AM RAC ($4).

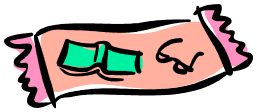
Emergency Forms

- An emergency form must be filled out **completely** for each child participating in the Day Camp and RAC program (including returning members) by the first day of participation.
- Your child cannot attend the programs until forms are turned in and completed.
- You must provide a birth certificate for each child in the program.
- Please list **ALL** persons that are allowed to pick up your child. A picture ID must be shown when picking up a child.
- **Your child will not be released to anyone that is not listed on your emergency form.**
- **Additional emergency contacts may be added to your child's emergency form by fax, E-mail, in person, text or on a written and signed letter.**

Medications

Medication will be dispensed to a child only when properly authorized by a signed order from the child's physician and a letter from the parent. The order must be renewed each year. Please do not allow your child to carry his or her medication with them.

Lost and Found



The Chicago Ridge Park District is not responsible for lost, stolen, or damaged personal property. Please put your child's name on EVERYTHING (clothing, towels, bags, etc).
If your child loses something at day camp, you can check with the office. Unclaimed articles will be disposed of at the end of each month. The lost and found is located by the front office.

DAY CAMP

Morning Drop Off

Day camp starts at 9AM. Please drop your child off at Freedom Park, under the pavilion. For the safety of your child, please be aware that counselors may not be at the pavilion until 8:45AM. If there is inclement weather, drop your child off inside the Freedom Activity Center. If your child is dropped off before 8:45AM at the building, you will be charged for AM RAC ($4). Be aware that on rain days we may bus children to other facilities not noted in the newsletter.

No campers may leave the grounds once they arrive at the park. Parents must send notes about any changes in rides or early dismissals for children.

Parents should call the park district office by 8:45AM at 708-636-4900 if your child will not be attending Day Camp that day.

Late Arrivals

If your child will be arriving late to camp, you must drop him/her off at the Freedom office and sign him/her in and wait until a counselor comes to greet your child. If your child's group is not at the Freedom Activity Center, you are responsible for making sure your child gets to his or her group. This may include transporting your child to another facility.

Afternoon Pick-up

Day camp ends at 3PM. Please follow the directions on the map to pick up your child. If your child is not picked up by 3:10PM, you will be charged for PM RAC ($7). Children must be picked up by the parent, guardian, or a designated adult listed on the emergency form. Any person picking up a child must sign the sign-out register and show a photo ID. If a photo ID is not shown, your child will not be released. Please respect this policy as it is for the safety of your child.

****No electronic devices or trading cards will be allowed in camp. Cell phones may be brought, but not used during the summer programs. There is a zero tolerance for weapons of any sort.****

PBAC

Our camp implements a **P**ositive **B**ehavioral **A**ction plan in **C**amp. This action plan is used widely in schools and by adapting it into camp, our goal is to include proactive strategies for defining, teaching, and supporting appropriate camper behaviors to create a positive camp environment. Our camp behavioral expectations will be:

Be Safe, Be Responsible, Be Respectful

Each camper will be responsible for abiding by these behavioral expectations. Campers that exhibit the appropriate behaviors will receive a golden ticket. Specific praise is extremely important in increasing the reoccurrence of appropriate behavior. Any staff member may hand the tickets with specific praise to campers as they witness appropriate behaviors. Golden tickets will be entered into a weekly raffle.

Discipline

Self respect and respect for others will be enforced. Rough play that could lead to injury will not be permitted. Participants will be held responsible for their actions. All disciplinary measures will be up to the discretion of Chicago Ridge Park District management.

Conduct and Rules

Self-respect and respect for others will be enforced. Rough play that could lead to injury will not be permitted. Participants will be held responsible for their actions.

It is the parents responsibility to:

- Complete the emergency form and turn it in before your child attends Day Camp.
- **Review the rules with your child.**
- Encourage proper conduct by supporting the rules.
- Make sure your child has appropriate play wear, including gym shoes and socks everyday.
- Send your child with a lunch everyday.
- **Put your child's name on everything brought to Day Camp or RAC.**
- Pick up your child by 3PM for Day Camp and 6PM for RAC.
- Sign your child out on the roster.
- Check that your child has all belongings (bag, clothing, towels, etc) before leaving.

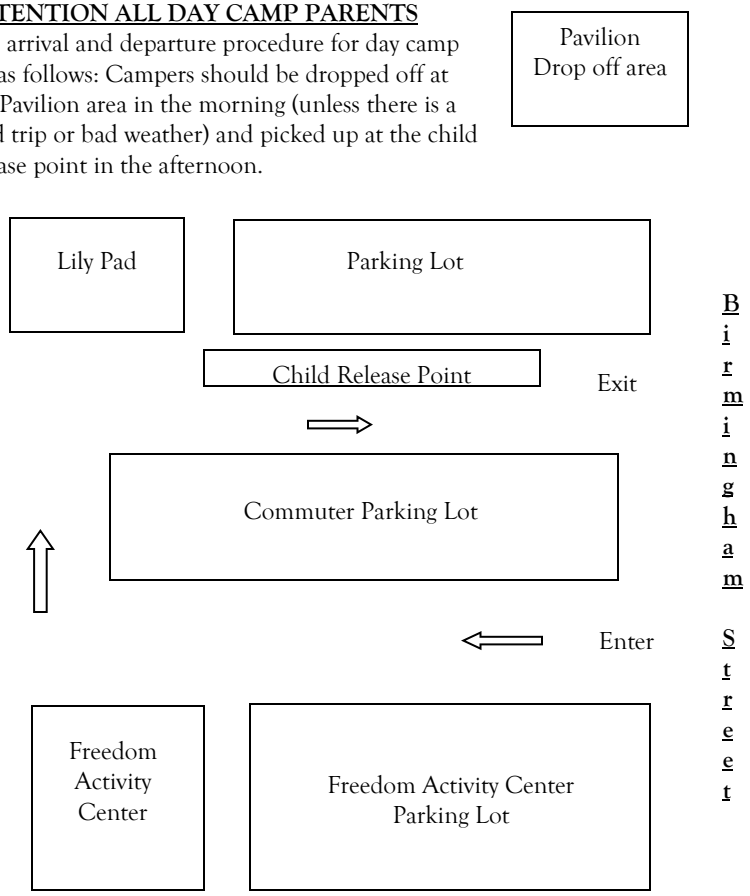
It is the child's responsibility to:

- Obey all the Day Camp and RAC rules.
- Keep their hands to themselves (no rough play or fighting).
- Respect each other—No name calling.
- Not use foul language.
- Not run or play in the halls.
- Put all bags and belongings neatly in the proper places such as bins or cubbies.
- Respect others' property and do not take anything that does not belong to you.
- Respect Day Camp and RAC equipment, games, etc.
- Get permission to leave the group at any time, such as bathroom, drinks, etc.
- Clean up their area.

MAP

ATTENTION ALL DAY CAMP PARENTS

The arrival and departure procedure for day camp are as follows: Campers should be dropped off at the Pavilion area in the morning (unless there is a field trip or bad weather) and picked up at the child release point in the afternoon.



Field Trips

This year all field trips will be included in the price of day camp. There will be no additional fees for any field trips throughout camp. All field trips will take place on Mondays, Wednesdays or Fridays. Most weeks there will be a planned field trip. A description of each trip will be on the weekly newsletter that will be emailed out. Please arrive on time for field trips as the bus has scheduled departure times and will not wait for late arrivals. Children will be transported by the park district bus and Illinois Bus Company.

On field trip days, campers will meet inside the Freedom Activity Center's gymnasium at 9:00A.M. Please make sure to drop your child off at the building instead of the pavilion on these days. If your child is not feeling well on field trip days, please keep them at home. It is very difficult to care for a sick child on a field trip.

Campers will be given a day camp shirt and they must wear it on ALL field trips. This rule is vital for safety reasons. Children not wearing their shirt on field trip days, will not be able to attend. You may rent a shirt from the office for $5 or buy a new one for $10.

Water Days: Lily Pad & Pool

For our water days, we will visit the Chicago Ridge Lily Pad, Oak Lawn Pool and have water activities at the park. The children will be transported by the park district bus and Illinois Bus Company to the pool. Children must follow all pool rules. Please check the newsletters for exact days your child will need swim attire.

Campers should wear bathing suits under their clothes. A towel, sunscreen, and lunch should be kept in a bag with their name on it. No inflatables or water wings are allowed, only life jackets. No masks that cover the nose are allowed only goggles and nose plugs.

Vehicle/Travel Rules

The children will also be transported to our many park facilities by our buses or vans, but will return to Freedom Park for pick up.

All children must:

1. Take their seats in an orderly manner.
2. Wear their seatbelt at all times.
3. Obey the driver.
4. Stay in their seat—no changing seats.
5. Keep hands, heads, arms, and all body parts inside the the vehicle.
6. Not eat or drink while in the vehicle.
7. Not open or close vehicle doors at any time.
8. Not yell or scream in any way that may disrupt or distract the driver.
9. Clean up area before exiting.
10. Exit the vehicle when directed in an orderly manner.