



Please sign and return this page as acknowledgement that you have read and understand the Summer Day Camp parent handbook. This is due prior to your child's first day of camp.

Child/Children's Name: _____

Parent/Guardian's Name: _____

Parent/Guardian's Signature: _____

Date: _____



Parent Handbook
2020

The mission of the Worth Park District is to offer our residents opportunities to enjoy life through professional, quality programs, services and facilities.

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WAIVER & RELEASE OF ALL CLAIMS FOR USE OF INHALER OR AUTO-INJECTOR WAIVER AND RELEASE OF ALL CLAIMS AND INDEMNIFICATION

I have read and fully understand the above waiver and release of all claims and indemnification. If registering on-line or via fax, my on-line or facsimile signature shall substitute for and have the same legal effect as an original form signature.

PLEASE PRINT

Participant's Name

Parent/Guardian's Signature

Date

PARTICIPATION WILL BE DENIED

If the signature of parent/guardian and date are not on this waiver.

**WAIVER & RELEASE OF ALL CLAIMS
FOR USE OF INHALER OR AUTO-INJECTOR
WAIVER AND RELEASE OF ALL CLAIMS AND INDEMNIFICATION**

Please read this form carefully and be aware that pursuant to the Illinois Asthma Inhalers at Recreational Camps Act, 410 ILCS 607/1 *et seq.*, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain in connection with the possession, self-administration, or use of medication, including, but not limited to the use of an epinephrine auto-injector or inhaler at the camp or at any camp-sponsored activity, event, or program; except for claims arising out of the willful and wanton conduct of the Worth Park District.

As parent/guardian of the below identified participant, I verify and attest that my child/ward has the knowledge and skills to safely possess, self-administer, and use an epinephrine auto-injector or inhaler in a camp setting. I also recognize and acknowledge that there are certain risks of physical injury to participants' possession, self-administration, or use of medication, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said possession, self-administration, or use of medication. Such risks include, but are not limited to, failing to properly administer the medication, failing to observe side effects, failing to assess and/or recognize an adverse reaction, failing to assess and/or recognize a medical emergency, and failing to recognize the need to summon emergency medical services.

I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of or arising out of the possession, self-administration, or use of medication against the Worth Park District, including its officials, agents, volunteers and employees; except for claims arising out of the willful and wanton conduct of the Worth Park District.

I further agree to protect, indemnify, save, defend and hold harmless the Worth Park District from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses (including reasonable attorney fees) for which the Worth Park District may become obligated by reason of the possession, self-administration, or use of medication; except to the extent caused by the willful and wanton conduct of the Worth Park District.

General Camp Information

Worth Park District summer camp program will begin July 1st and end Aug. 14th. Each day will consist of onsite activities and games that will require 6ft of distancing at all times. Each camper will be required to bring a mask. We will have storage for the masks and they will be given back to the child at the end of the week to take home. There will be a \$5 fee for the mask we provide if the child doesn't have one. **Registration for camp will be at a first-come first-serve basis.** The maximum participants allowed for each group is 10 people (1 counselor, 9 kids).



NEW THIS YEAR! Download the remind app on your phone (it's free!) so I can share any important camp updates right to your phone!

There will be a Mandatory Parent Meeting via Zoom on Monday, June 29th at 6:30pm. NOTE: There will be many policies and procedures discussed in this meeting. It is required to join as you will be updated on all the changes and safety procedures in place due to COVID-19.

LOCATION:

Worth Park District Terrace Centre
11500 S. Beloit
Worth, IL 60482

CLASS #	DATES	TIMES
2032-01	July 1 – August 14	7-9am (extended camp)
2032-02	July 1 – August 14	9am-4pm (basic camp)
2032-03	July 1 – August 14	4-6pm (extended camp)

Contact/Call in Numbers:

Stephanie Analitis, Recreation Supervisor

708-448-7080 ext. 108

sanalitis@worthparkdistrict.org

For Payment Info:

Administrative Clerk

708-448-7080

Reception@worthparkdistrict.org

Day Camp Fees & Sessions

Registration for camp will be at a first-come first-serve basis. Once we receive our maximum participants allowed per group, we will close registration for that week. You will be allowed to register weeks in advance (if there is space available). Fees are paid on a weekly basis. Payment is due the Wednesday prior to the week your child is attending camp, or you will lose your place for that week. **There will be a \$25 late fee for any schedule received after Wednesday at 6pm** (if the max is not reached and we can still accept schedules).

Individual Day Fees

Basic Camp: 9am-4pm
Fee R/NR: \$30/\$40 per day

Extended Camp: 7-9am
Fee R/NR: \$10/\$15 per day

4-6pm
Fee R/NR: \$10/\$15 per day

Sessions

Sign up for a session and save money! Schedules need to be made a week prior to the start date (of each session) by 6pm. Payments need to be made at the front desk.

Session B: July 1-17 (12 days)
9am-4pm R/NR Fee: \$300/\$420

Session C: July 20-31 (2 weeks)
9am-4pm R/NR Fee: \$250/\$350

Session D: August 3-14 (2 weeks)
9am-4pm R/NR Fee: \$250/\$350

Extended Camp: 7-9am
R/NR Fee: \$10/\$15 per day

4-6pm
R/NR Fee: \$10/\$15 per day

Refunds/Credits

There will be no refunds or credits for sick days, canceled days or no shows.

Website

Be sure to check our website www.worthparkdistrict.org for summer camp calendars and important updates. The website will also include newsletters and pictures!

Special Needs

If your child has any special needs, please contact the Recreation Supervisor at 708-448-7080 ext. 108 before the start of camp so special arrangements can be made. Delay in notification of special needs could result in delay of specialized assistance from supporting organizations.

Worth Park District Policies

Search Policy

The Worth Park District reserves the right to search the pockets and personal belongings of participants in its programs, including but not limited to, back packs, gym bags, and the like, in the event of an investigation or for contraband or other illegal or inappropriate materials. By participating in a program of the Worth Park District, the participant consents to having his or her personal belongings searched as provided herein. If any person is found to have the property of the Worth Park District or one of its employees in his or her possession, or is in possession of contraband or other illegal or inappropriate materials, the Worth Park District reserves the right to remove the person from all Park District programs and to prohibit the person from registering for other programs.

Dress Policy

Please have your child wear gym shoes to camp everyday. Proper gym shoes need to be worn during camp at all times for their safety.

No Smoking in Parks Policy

Smoking is prohibited on the grounds of any Worth Park District facility and park except for the grounds of the Charles S. Christensen Terrace Centre. Worth Park District staff members, while on duty, are prohibited from smoking on the grounds of any Worth Park District facility and park except for staff designated areas of the Charles S. Christensen Terrace Centre. Smoking means either the carrying, smoking, burning, inhaling, or exhaling of any kind of lighted pipe, cigar, cigarette, hookah, weed, cannabis, herbs or any other lighted smoking equipment; and/or the use of any electronic cigarette including vaping, e-cigars and e-hookah. Consuming marijuana or marijuana products is prohibited on the grounds of all Worth Park District facilities and parks, including but not limited to the Charles S. Christensen Terrace Centre.

Rainy Days

Camp meets every day regardless of rain or bad weather. In case of severe weather or a power failure we will follow the safety manual guidelines. All parents/guardians will be informed at the earliest time in regards to camp running for this day.

Late Pick-ups & Fees

Any child who is picked up after 4pm (basic camp) and 6pm (extended camp) will be charged \$1.00 per minute/per child until parent arrives. We understand that emergencies happen; the first late pick-up will be a warning. If late pick up is repetitive you can be dismissed from the program. The late fee should be paid to the front office on the next day of camp. Please note that any child left after 45 minutes after the end of camp, with no communication with the parents or emergency contact will be considered abandoned. At this time the Worth Police Department will be notified.

Arrival Procedure

Drop off will take place on the West side of the building near the RAS room on Beloit Ave. Upon arrival, area will be coned off so that cars remain in a line for one-by-one drop off. **Please enter from 114th Pl. and exit on 115th St. so we can ensure there is only one entry/exit line.** Only the child will exit the car and ring the door bell. Parent/guardian will remain in the car and wait until they see their child enter the building with the staff member. A staff member will answer the door and bring the child inside where they will record time child arrived and initial. Only one child at a time may enter the building/ring the door bell. Please do not let your child exit the car until the doorbell area is clear. Staff will let another child into the building only when the sign-in area is clear. One child will enter the building at a time. Staff will greet the child at the entrance and direct them to grab their mask from the correct station. They will then send the child to their designated bathroom (labeled) to wash their hands. A day camp counselor will be waiting by the bathrooms to make sure each child properly washes hands and send them to their designated room.

Departure Procedure

Please call the Recreation Supervisor if a child needs to be picked up early. Pick-up will take place on the West side of the building near the RAS room on Beloit Ave. Upon arrival, area will be coned off so that cars remain in a line for one-by-one pick-up. **Please enter from 114th Pl. and exit on 115th St. so we can ensure there is only one entry/exit line.** The car at the front of the line will be the first parent/guardian to go ring the door bell. We will have staff monitoring the door to see who arrives so we can get the child in a timely manner. Parent will wait by the door until staff arrives with child, opens the door, and sends them out. The next parent/guardian in the car line will enter the doorbell area only when the family before them has entered their car. **There is only one person allowed in the doorbell area at a time. Please do not leave your car until it is clear to do so.** Camper will not be released to anyone not listed on the Registration Form. If someone other than the persons listed on the Registration Form will be picking up your child, the emergency form needs to be updated in person or in written format.

Goals of the Worth Park District Day Camp Program

Through quality leadership and program activities, the Worth Park District Day Camp programs will provide you, the parent, with child supervision while your child experiences a quality recreation program. The program goals provide each camper with the following opportunities:

- To be in a relaxed, caring, protected environment
- To socialize with a variety of children of different ages and backgrounds
- To participate in enjoyable and satisfying recreation activities in structured and unstructured atmospheres
- To learn how to work and play as a member of a group without sacrificing individuality
- To enhance personal growth, emphasize confidence, build high self-esteem, acceptance within a group, independence and resourcefulness
- To develop healthy habits, a sense of fair play, respect for equipment and property

Emergency Forms

Your emergency form is part of your registration form. Please complete it thoroughly when registering your child. If you need to make any changes during camp please notify the Recreation Supervisor immediately. **All request changes on the emergency forms need to be made in person or in written format.**

Attendance

Campers must attend the days designated on their registration unless changes have been approved by the Recreation Supervisor. Authorized schedule changes must be in by Friday for the following week unless otherwise approved by the Recreation Supervisor. This will only be allowed if we have not reached our max amount of participants were allowed to have for the week.

Absentees

If your child will not be attending camp, please notify the Recreation Supervisor immediately. **A \$5.00 fee will be added to your account if a phone call is not made to let us know your child is absent.** Due to volume of campers enrolled at the park district, camp does not phone home if a camper is not in attendance. No refunds will be given for missed days or vacations beyond those pre-arranged at time of registration.

Behavior

In order to provide a safe and effective day camp program for your child, certain rules and procedures have been established. Parents and staff are expected to work together to ensure that these guidelines are established and children are adhering to them. The program staff will keep parents informed of any happenings with their child. We ask for parental cooperation with discipline.

It is at the discretion of the Worth Park District staff to remove a participant

at any time, and for any reason. Depending on the severity of the offense, immediate dismissal from the program may be implemented.

Grounds for immediate dismissal from camp include, but are not limited to:

- Inability to follow the health, safety and social distancing guidelines per the CDC and State of Illinois
- Behavior or actions that staff feel is uncontrollable and/or unsafe to the child, other children, or staff in the program

Rules of behavior include but are NOT limited to:

- Usage of foul or vulgar language or action.
- Endangerment to the safety and well being of self or other participants, staff and/or general public surrounding the program. (this includes, but is not limited to hitting, kicking, biting, choking, climbing, leaving the premise, entering prohibited areas, and serious rough play)
- Intentional abuse or misuse of program equipment and facilities, or other participant's personal property. (Please note that any costs incurred due to damage of equipment or facilities will be invoiced to the offending child's parents. Additionally, personal property damage will be resolved by parties involved)
- Blatant disrespect and disobedience to other participants, staff and the general public.
- Theft of other participants, staff's, or program's property or personal belongings.
- Not following the social distancing guidelines

The counselors will discipline each child as necessary, using techniques such as, apologies, time-outs, sitting out of an activity or activities. The program staff will also keep parents informed and ask for their cooperation with discipline .

Discipline methods

1st Offense – Child will get a written warning, parent/guardian will be notified

2nd Offense – When child receives second write-up, the child's participation will be terminated from the program, upon completion of that day. Please understand we establish this policy for our protection and the safety of all the campers. Given the current situation, we have to make sure all safety precautions are being followed. If the situation becomes unsafe to the child, participants or other staff members, that child will be removed from the program entirely.

Personal Belongings

There will be limited personal belongings allowed at camp. Examples include: face mask, sunscreen, Brown paper lunch bag and disposable water bottle. Sunscreen needs to be labeled with child's name and will be stored away properly. The child will be required to apply their own sunscreen. **There are no toys, blankets, pillows, electronics, etc. allowed at camp.**

Health

According to the DCEO Day Camp Guidelines, a staff member needs to be notified if a child is exhibiting COVID-19 symptoms. If a participant does have symptoms, they should wait to enter premises until they have had no fever for at least 72 hours, other symptoms have improved, and at least 10 days have passed since their symptoms first appeared. If participant does contract COVID-19, they should remain isolated at home for a minimum of 10 days after symptoms onset and can be released after feverless and feeling well (without fever-reducing medication) for at least 72 hours OR has 2 negative COVID-19 tests in a row, with testing done at least 24 hours apart.

If your child is sick, please do not send him/her to camp that day. If a child becomes ill at camp, a parent or guardian will be called to pick up the child immediately. In the case of any communicable disease (chicken pox, etc.) your child(ren) will not be able to participate in the program until they have a doctors note that they are cleared of the disease. Please contact the Recreation Supervisor immediately for the health and safety of others. Parents of the other campers will be discretely notified when necessary.

We are unable to offer specialized care for a sick child in a group setting. For the protection of all children and staff, a child experiencing any of the following must be kept out of the WPD Programs:

- COVID-19
- A temperature of over 100 degrees
- Intestinal disturbances-accompanied by diarrhea/vomiting within 24 hours
- Respiratory infections
 - hacking cough
 - profuse nasal discharge (green or yellow)
- Lice, Impetigo, Pinkeye, Ringworm, etc.
- Any undiagnosed or unexplained rashes

Medication Dispensing

Parents should notify staff of any medication that the child needs to take during the hours of the program. Medication dispensing forms must be completed and returned to the Recreation Supervisor before any medications will be dispensed. Please request these forms prior to the start of camp.

Lunches

Participant meals brought from home need to be in single use containers (brown paper bag/plastic bag). They will be thrown out after every meal. **Please write child's name on brown bag. No glass bottles allowed. No Heat Up Lunches.** The water fountains will not be available for use. Water can only be served in a sealed, single-use water bottle. Please send your child with multiple water bottles daily. Lunch will be eaten outside with their specific group. They will sit in a circle with their group on the grass—6ft apart. In case of a rainy day, groups will eat in their designated room at their labeled tables—6ft apart.