



## CAMP EXPERIENCE 2017: WHAT PARENTS NEED TO KNOW

Parents, below you'll find information about Camp including policies in place to help your child make the most of their time at camp

### CAMP EXPERIENCE 2017:

**OUR GOAL IS TO PROVIDE A SAFE AND FUN ENVIRONMENT FOR SCHOOL AGE CHILDREN. WE ARE HERE FOR YOUR "CAMPER" AND YOU!**



#### **INVOLVEMENT**

Kids love interaction! Our staff will constantly be involved with the children. We expect and will highly encourage your child to participate in all activities.

#### **EMERGENCY PROCEDURES**

Staff will be prepared for an emergency. All injury, illnesses or other issues will be treated appropriately and given our full attention. Staff will keep a first aid pack, parent/guardian contact numbers, and emergency contact numbers with them at all times. If an emergency should arise, please contact our main desk at 660-562-2923.

#### **FIRST THING... LAST THING**

Drop off begins at 7:00 am at the Maryville Community Center (by the small meeting rooms); the bus will depart at various times for field trips. Pick up generally begins at 4:00 pm and concludes at 6:00 pm. Please call the front desk if you are running late 660-562-2923. We will be asking you to provide proper ID when picking up your child each night. This will be done until staff recognize and can identify parents/guardians.

#### **CLOTHING**

Campers should wear comfortable clothing that they can run, jump, play and potential get dirty in. Close toed shoes are highly recommended and will be needed for various activities and field trips. On Wednesday's we will visit the Maryville Aquatics Center and swimming suits will be required.

#### **LUNCHES & SNACKS**

Campers will need to bring a non-refrigerated lunch daily. Campers will have lunch between 11 am - 1 pm daily, times will vary depending on activities. We provide a snack daily around 3:30 pm. Campers will not be allowed to go to the vending machines during any part of the day.

#### **SUNSCREEN POLICY**

Campers need to bring their own sunscreen and they will need to be able to apply it on their own.

#### **FIELD TRIPS**

We are scheduled to go on three field trips per week; one local field trip, one field trip to the aquatics center, and one field trip out of city limits. A professional bus company will provide transportation for our field trips.

## PICTURES

We will be taking pictures for various Parks and Recreation marketing uses. Please notify us in writing if you wish for us not to use your child's photo in future publications.

## VALUABLES

It's important to only send the essentials to camp with your child. We are not responsible for your camper's personal property. All belongings such as lunch boxes, clothes, and misc. items, should be clearly labeled.

## BEHAVIOR POLICY

If a child starts to misbehave, we will intervene and make the appropriate accommodations to solve the problem. Not all situations are the same, but we will do our best to be consistent.

1st incident-The child will be given a verbal warning.

2nd incident-The child will be removed from the situation, spoken to, returned to group and the situation is noted on the daily log.

If problem of any type persists...

3rd incident-The child will be removed from the situation, spoken to, returned to group, noted on the daily log and parents informed at the end of that day.

4th incident-The child will be removed from the situation, parents will be notified at that time, and a decision will be made with help from the parents as to whether or not the child will continue participating in the program.

*\*Depending on the severity of the problem, these steps may not necessarily always happen in this order.*

## MEDICATION / ILLNESS POLICY

Administering of prescription medicine to children during camp hours shall be restricted to necessary medication that cannot be given on an alternate schedule.



Prescription medicine should have a label affixed by a pharmacy or physician showing the following:

- Name of Child
- Dosage and schedule of administration
- Physician's name
- Name of medication
- Written note from a parent/guardian

Non-Prescription Medication must be sent in the original container with the following affixed to the container:

- Name of child
- Dosage and schedule of administration
- Written note from parent/guardian

All medications will be kept in a locked bag with the camp. Children must be able to take the medication by themselves. Staff will only supervise as child administers medicine. Over the counter medicine will not be given out to the children. If the above steps are not followed, the medication will not be given and we will contact the parents at that time. All illnesses or injuries, no matter how big or small, will be treated as important if brought to the staff's attention. If your child should become ill or has a serious injury while at camp, you will be notified. Please do not send your child to camp if he or she is ill. If your child will not be present because of illness, please leave a message for Aaron Dobson at 660-562-2923 or [adobson@maryvilleparks.org](mailto:adobson@maryvilleparks.org).

## ALLERGIES

Please alert us of any allergies, special needs or accommodations. Please give all medication to camp staff.

*\*Exception is breathing inhaler or epinephrine injector which should be kept close to your child, but staff should be notified*

