

Sunshine Camp

Parent Handbook

2024



Sunshine Camp

Cary Park District Preschool

100 Cary Algonquin Rd.

Cary, IL 60013

M-F 3 Years **Red Group**
M-F 4-5 Years **Green Group**
Flex M/W **Blue Group**

Phone Numbers

Camp Director Cell Phone: 847-875-5217

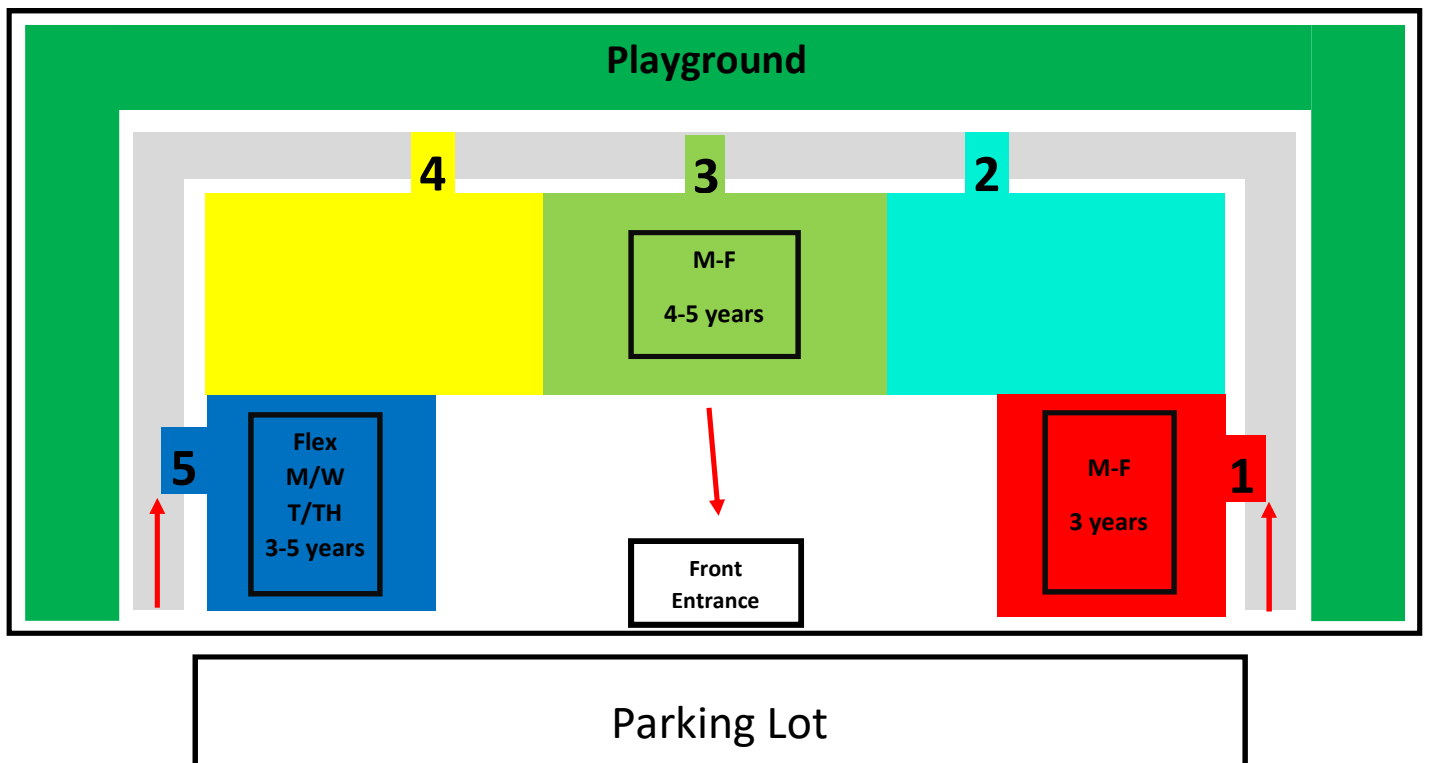
Preschool Building Main Line: 847-639-7448

Program Manager

Courtney Fejedelem

cfejedelem@carypark.com

847-639-6100 x118



Sunshine Camp 2024

AGES	DAYS	DATES *No Camp 7/4 & 7/5	TIME	Early Bird FEE (through April 28) R/NR	REGULAR FEE (after April 28) R/NR
SUNSHINE CAMP (5 DAYS/WEEK)					
3 years	M-F	6/3-6/7	9:00am-1:00pm	\$105/\$158	\$115/\$173
4-5 years	M-F	6/3-6/7	9:00am-1:00pm	\$105/\$158	\$115/\$173
3 years	M-F	6/10-6/14	9:00am-1:00pm	\$105/\$158	\$115/\$173
4-5 years	M-F	6/10-6/14	9:00am-1:00pm	\$105/\$158	\$115/\$173
3 years	M-F	6/17-6/21	9:00am-1:00pm	\$105/\$158	\$115/\$173
4-5 years	M-F	6/17-6/21	9:00am-1:00pm	\$105/\$158	\$115/\$173
3 years	M-F	6/24-6/28	9:00am-1:00pm	\$105/\$158	\$115/\$173
4-5 years	M-F	6/24-6/28	9:00am-1:00pm	\$105/\$158	\$115/\$173
3 years	M-F	7/1-7/3	9:00am-1:00pm	\$84/\$126	\$92/\$138
4-5 years	M-F	7/1-7/3	9:00am-1:00pm	\$84/\$126	\$92/\$138
3 years	M-F	7/8-7/12	9:00am-1:00pm	\$105/\$158	\$115/\$173
4-5 years	M-F	7/8-7/12	9:00am-1:00pm	\$105/\$158	\$115/\$173
3 years	M-F	7/15-7/19	9:00am-1:00pm	\$105/\$158	\$115/\$173
4-5 years	M-F	7/15-7/19	9:00am-1:00pm	\$105/\$158	\$115/\$173
3 years	M-F	7/22-7/26	9:00am-1:00pm	\$105/\$158	\$115/\$173
4-5 years	M-F	7/22-7/26	9:00am-1:00pm	\$105/\$158	\$115/\$173
SUNSHINE FLEX CAMP (2 DAYS/WEEK – M/W)					
3-5 years	M/W	6/3 & 6/5	9:15am-1:15pm	N/A	\$75/\$113
3-5 years	M/W	6/10 & 6/12	9:15am-1:15pm	N/A	\$75/\$113
3-5 years	M/W	6/17 & 6/19	9:15am-1:15pm	N/A	\$75/\$113
3-5 years	M/W	6/24 & 6/26	9:15am-1:15pm	N/A	\$75/\$113
3-5 years	M/W	7/8 & 7/10	9:15am-1:15pm	N/A	\$75/\$113
3-5 years	M/W	7/15 & 7/17	9:15am-1:15pm	N/A	\$75/\$113
3-5 years	M/W	7/22 & 7/24	9:15am-1:15pm	N/A	\$75/\$113

EMERGENCY CARD

All campers will need to have a new updated 2024 Emergency Card completed, submitted, and on file before their first day of camp. If there are any changes to your child's Emergency Card throughout the summer (new cell phone number, add another emergency contact, etc.), please notify the Camp Director and fill out a new Emergency Card as soon as possible. It is necessary to provide us with the most current information in case of an emergency.

WITHDRAWALS/REFUNDS

In order to maximize the number of campers for each session and allow time to finalize rosters, **refunds will only be issued if notification of withdrawal is submitted in accordance to the**

date schedule below. After this deadline, refunds will not be issued. Payments are due 8 days prior to the camp start date.

<u>Camp Start Day</u>	<u>Withdrawal By:</u>	<u>Payment Date:</u>
June 3	May 22	May 26
June 10	May 29	June 2
June 17	June 5	June 9
June 24	June 12	June 16
July 1	June 19	June 23
July 8	June 26	June 30
July 15	July 3	July 7
July 22	July 10	July 14

If you need to withdraw your child from camp, a withdrawal form must be completed and turned in to the Program Manager. You can email it to cfejedelem@carypark.com, mail, fax, or drop it off at the Community Center. Withdrawal forms are available at the Community Center or online at carypark.com. Withdrawal forms will not be accepted at the camp site.

ARRIVAL/DEPARTURE

Arrival- To allow staff to prep for each day, the doors to each camp room will remain locked prior to the start of camp. Staff will open their exterior door about 2-3 minutes before the start of camp to welcome campers in. Parents/Guardians will not be allowed to enter into the camp room. Doors will remain locked during camp. If you need to drop something off or pick up your child early, please call your child's camp room or the camp director cell phone.

Departure- Depending on your child's camp group, campers will be dismissed to parents/guardians through the front door or exterior camp door.

SIGN-IN/OUT

Campers must be signed out of camp each day by an authorized individual. Parents/guardians listed on the child's Emergency Card are considered authorized for pick-up unless documented otherwise. Legal documentation may be required if a parent/guardian is excluded from pick-up. The Emergency Card includes "Authorization for Pick-up/Release of Child". In this section parents will indicate additional individuals for pick-up/release. A child will only be released to individuals listed on the Emergency Card.

WHAT TO BRING/CAMPERS BELONGINGS

Campers should come to camp each day with a lunch, water bottle, gym shoes, and a change of clothes. Please be sure all your camper's belongings are CLEARLY labeled with their first and last name. All toys and other personal items, other than those required for camp, will not be allowed in camp. Camp staff is not responsible for damaged, lost or stolen items.

WHAT TO WEAR

Campers will receive a t-shirt on their first day of camp that they can choose to wear during their time at camp, but it is not required. Campers will use a variety of materials during crafts

and other activities, so please send your camper in their camp shirt or older clothes as we tend to get a little messy at Sunshine Camp. Loose, comfortable clothing is also more conducive to good active play participation and toileting needs. Gym shoes or rubber-soled shoes are highly recommended for your child's safety. Other shoes may be dangerous on outside equipment or tile floors. Please apply sunscreen to your child before camp. Camp staff is not allowed to apply sunshine.

SPLASH DAYS

Each week, your camper will have a Splash Day on their calendar. On Splash Days, we will have water activities available during our second outdoor playtime. Water activities will include sprinklers, water tables, bubbles, water games, etc. Campers are not required to participate in the water activities. If your camper does want to participate, please send your child in their bathing suit to camp and pack a towel. Two-piece bathing suits are recommended for independent bathroom use.

WEEKLY THEMES

Each week of camp will have a theme, picked out by our camp staff. The activities, crafts, books, etc. planned for each week will fall within that theme.

BATHROOM/TOILETING

All children enrolled in the program must be toilet trained and completely independent in the bathroom. Counselors can provide verbal guidance to a child but cannot physically assist in any way (pulling up/down pants, wiping, etc.). Children cannot wear pull-ups to camp. We realize that bathroom accidents may happen, however, if there is a continual problem, the child's readiness for this camp will be reassessed. Please dress your child in clothes that are easily manipulated for them to use the bathroom independently (avoid overalls, belts, difficult buttons, etc.).

LATE PICK-UP

If staff has not been contacted by a parent/guardian by 5 minutes after camp has ended:

- Staff will attempt to reach the parent/guardian by phone.
- If unable to reach a parent/guardian, staff will call authorized individuals listed on the child's emergency card to pick the child up.
- In the event parents are unobtainable and authorized individuals are not able to pick the child up, the police will be notified.

We realize that unforeseen circumstances may lead to a late pick-up. If you are late to pick up your child from camp, please call your child's camp room or the camp cell phone.

The parent/guardian or authorized individual doing pick-up will be asked to sign a Late Pick-Up Acknowledgment and associated late fees will be charged to your Park District account.

Consistent lateness will result in being removed from the program. Late pick-up charges are as follows: \$5.00 for the first five minutes and an additional \$1.00 per minute until the child is picked up. Time is confirmed according to the clock located in the classroom at camp.

ILLNESS

If your camper is sick, please do not send them to camp. In case of a communicable disease (RSV, pink eye, head lice, influenza, Covid-19, etc.), please contact the Camp Director or Program Manager immediately for the health and safety of all campers. Parents will be notified by the camp staff as soon as possible if a child in the program has a communicable disease. Camp staff reserve the right to refuse any child who shows signs of illness. If a child has been home due to illness, they must be symptom-free and off of fever-reducing medication for 24 hours before returning to camp. Refunds will not be issued due to missed days of camp due to an illness.

SAFETY

Safety Cary Park District programs comply with the safety guidelines of our risk management agency. Our goal is to provide each camper with a safe, yet fun, camp experience.

BEHAVIOR

Camp participants are expected to exhibit appropriate behavior. As with any large group of children, rules of discipline must be enforced by Cary Park District Staff. A caring and positive approach will be taken regarding behavior management and discipline. We hope to help children develop self-control and responsibility for their actions. Children will be encouraged to “use their words” to resolve conflicts or they may be redirected to alternate activities. If a child has difficulty managing his/her behavior on a recurring basis, parents will be asked to meet with the Camp Director and Program Manager. If the child’s behavior continues to be inappropriate, consistently disruptive or dangerous, the child may be removed from the program.

*The Cary Park District reserves the right to dismiss a child from the camp program at any time.

MEDICATION

The day camp registration form and the Emergency Card provides the opportunity for a parent/guardian to note any special accommodation needed by a participant. If special accommodations are medication related, please contact the Program Manager to discuss medication needs of your child prior to the beginning of the session. If medications, epi-pens, or asthma inhaler need to be sent with your child, a Permission to Dispense Medication and a Medication Dispensing Information forms must be filled out in advance and be at the camp site prior to your child attending their first day. These forms are available on the website under the FORMS tab (www.carypark.com).

ADA

The Cary Park District complies with the Americans with Disabilities Act (ADA), which prohibits discrimination in the provision of programs, services or activities with disabilities. The Park District will make reasonable accommodations to enable participation by an individual with a disability who meets essential eligibility requirements for that program.