

Traditional & Teen Summer Camp Parent Guide 2018

LEE COUNTY PARKS & RECREATION



IT STARTS IN
PARKS
Coaching. Connecting. Community.





Dear Parents/Guardians:

Welcome to Summer Camp! We are very excited about the opportunity to share the summer with your child(ren). Camp is for eight weeks this summer from June 11 to August 3, 2018.

Our goal is to provide a safe and fun camp experience for all participants. Our trained staff strives to make camp a memorable experience.

We urge you to use this guide for important information regarding camp directors/phone numbers, Open House information, rules/policies, safety and refunds. This is YOUR guide to a great summer.

Thank you for choosing Lee County Parks & Recreation for your child's summer fun and activities.

The Management Team of Lee County Parks & Recreation

Colleen Via (South District) 239-229-0634
Kathy Loomis (West District) 239-707-7033
Pablo Adorno (North District) 239-707-3634
Annisa Karim (East District) 239-229-7247

If your child's counselor or camp director is unable to help,
we encourage you to call the next level supervisor.

Camp Site	Supervisor (cell)	Senior Supervisor (cell)
Boca Grande	Joe Wier 239-229-0569	Steve Cox 239-229-0452
Estero	Trever Snearley 239-771-1079	Kathy Ball 239-229-4134
Lakes Park	Dan Lott 239-707-3164 Kory Herrin 239-771-1078	Joe Debacker 239-229-7367
Matlacha	Bob Zekanoski 239-357-5443	Christie Tvardek 239-839-6008
North Park	Lisa Weaver 239-533-7200	Steve Cox 239-229-0452
Olga	James Eash 239-281-7833	Christine Bailey 239-229-0619
Special Needs	John Zavacky 239-771-1080	Nancy Apperson 239-229-0545
Veterans Park	Rebecca Flora 239-771-1081	Dave Raybuck 239-229-0533
Wa-Ke Hatchee	David Lau 239-707-1874	Zoran Viskovic 239-600-4886

Open House

This is your opportunity to avoid delays the first morning of camp. Meet the camp staff, complete paperwork in advance of opening day and pick up camper's t-shirt! Call your center for site-specific Open House details.

Traditional Camp Information

Camp Site	Director	Phone	Open House
Boca Grande	Darryl Keisling & David Bartels	941-964-2564	Thursday, 6/7 4-5:30 p.m.
Estero	Liz Szurminski	239-533-1470	Thursday, 6/7 6-8 p.m.
Lakes Park	Ross Becker	239-826-4233	Friday, 6/8 4-7 p.m.
Matlacha	Sue Slingerland & Jenniffer Velez	239-283-4110	Thursday, 6/7 4:30-6:30 p.m.
North Ft. Myers	Tiffany Vance	239-533-7200	Thursday, 6/7 5-7 p.m.
Olga	James Pittro & Theresa Davis	239-728-2882 239-707-0257	Friday, 6/8 6-8 p.m.
Veterans	Nancy Zukaitis	239-369-1521	Thursday, 6/7 5-8 p.m.
Wa-Ke Hatchee	Joseph Todd	239-432-2154	Thursday, 6/7 5-7 p.m.

Teen Camp Information

Camp Site	Director	Phone	Open House
Estero	Becca Wemer	239-533-1470	Thurs, 6/7 6-8 p.m.
North Ft. Myers	Stafford Milligan	239-533-7200	Thurs 6/7 5-7 p.m.
Veterans	Tim Berti	239-369-1521	Thurs, 6/7 5-8 p.m.
Wa-Ke Hatchee	Eryn Smith	239-432-2154	Thurs, 6/7 5-7 p.m.

Emergency Communication

- If you must contact your child immediately during the camp day, please call your Camp Director or Camp Site Supervisor (listed on previous page) to reach your child.
- If you are unable to reach your Camp Director or Supervisor and it is an emergency, call the Parks and Recreation Administration Office (Terry Park) at 239-533-7275 for assistance.

Camp Staff

- Many camp staff are recreation professionals who work year-round for Lee County. More than 80 temporary employees are hired each summer. Many of the counselors are teachers and college students who return summer after summer.
- All counselors are over 18 years old, and Camp Directors must be at least 21 years of age. All counselors go through one week of extensive training prior to the beginning of camp.
- All summer counselors are CPR/First Aid trained and have received thorough background checks.
- Staff to child ratio is 1/15.
- Each Camp Site has a professional regular staff person serving as the Camp Site Director or a supervisor closely monitoring. This is the person to whom you should direct any concerns. Camp directors are always available to assist and answer any questions or concerns.

Carefully Read the Following

Camp rules are few and simple; however, they are extremely important. As part of the registration process, **parents must submit a front/back Camp Supplemental Information Sheet/waiver form and a Summer Camp Behavior Contract before their child's first day of camp.** These forms can be accessed and printed from www.Lleeparks.org. Please review them with your child. Sign the Summer Camp Behavior Contract together and return it along with the completed Supplemental Information Sheet/waiver to the camp staff at either the Open House or on the first morning of camp. It is you and your child's responsibility to fully understand policies outlined in this guide.



Camp Rules

- Safety first - at all times.
- Follow the instructions of all camp staff.
- Be polite and respectful to other campers and staff.
- Try an activity first before saying "I can't" or "I don't want to."
- Have fun!

First Day of Camp

- To minimize any first day delays, it is advised you attend the **Open House** or make other prior arrangements with staff.
- If you did not or are unable to attend the Open House, please allow yourself a **minimum** of 30 minutes extra on the first day of camp to submit/complete all required forms, get information on the week's plans, and pick up the camper's T-shirt (additional camp shirts can be purchased at www.Leeparks.org).
- Each week of camp starts a new session which requires new group assignments based on the ages of those registered. Please note that your child **may be in a different group in different sessions**. To maintain a safe camper to counselor ratio, **group assignment requests cannot be honored**.
- Don't forget to pack all of the items your camper will require for the day. This includes a packed lunch & snack (unless directed otherwise from camp site), comfortable APPROPRIATE clothes, tennis shoes/socks, sunscreen (applied at home and sent for child to reapply), and swim suit on swim/water days. Please label all personal care items and provide us with an extra set of clothes. Please review your weekly calendars and camp letters for special needed items.
- Leave at home any valuables, electronics and unapproved items.
- See individual camp guidelines for more details.



Summer Food Service Program

- Many of our traditional and teen camp sites are eligible for the free summer food program. Estero, Lakes Park, North Ft. Myers, Olga and Veterans will be participating in this program.
- Lee County School District manages, prepares and distributes these nutritional meals to our camp sites.
- The free food program is strictly monitored by the state.
- Eligible camps will determine and select to serve either breakfast, morning snack or afternoon snack along with a lunch. Your site will inform you on what will be served.
- Be sure to let your camp director know if you will not be participating so accrual counts can be delivered.

Drop off / Pick up

- Traditional/Teen Camp on-site supervision will **begin at 7:30 a.m.** at all day camp sites. Lee County Parks & Recreation is **not** responsible for your child prior to this time.
- Upon arrival at your camp site, you will be directed to the designated area where you are to drop off your camper each morning and pick up each afternoon.
- **You are required to sign in and sign out your camper daily. Only persons who have previously been listed on the supplemental information sheet will be permitted to sign for your child. Photo ID will be required. Changes must be submitted in writing.**
- Traditional/Teen Camp will **end at 6 p.m.** Children are encouraged to stay the entire day. Most of the special activities are scheduled from 9 a.m. to 4 p.m. Since camp is active, please refer to the scheduled activities to determine child location if picking up early. All campers must be picked up by 6 p.m.
- Habitual early drop-off and/or late pick-up will result in **dismissal** from camp (without a refund), and Department of Children and Families notification as required by Florida Statute.
- Parents of children attending summer school are responsible for their child's busing/transportation to summer school. Camp staff are **not** responsible for getting children on summer school bus. Upon prior arrangements, camp staff will allow a child to sign themselves into camp when arriving in the afternoon off a summer school bus. On field trip days, summer school children will not be able to participate in camp, since their camp/group is not at the center when the bus arrives.



Camp Activities

- Many activities are planned with a theme in mind. These themes vary from location to location and will be communicated to you in a letter/schedule from camp staff each session. Due to various circumstances, all activities are subject to last minute change/cancellation.
- The camp day is filled with various indoor/sheltered and outdoor activities.
- Some camps enjoy a more outdoor setting than others and campers must be prepared for an energetic day.

Open Swim

- Safety is the most important factor surrounding any activity at camp and swimming is no exception. Certified lifeguards are always present and swim testing will take place during the first free swim to determine each camper's swimming ability.
- You are encouraged to label your child's swimsuit, towel and sunscreen with permanent marker.
- Swimsuits **should not** be worn throughout the day. Be sure to have a change of clothes on swim days.



Dress and Sun Protection

- Children must be properly and APPROPRIATELY dressed. Closed toed shoes, shirt, and shorts or pants are required during a typical camp day.
- Please keep in mind that active play and sometimes “messy” craft projects are often a part of the camp day.
- Children must wear their camp T-shirts on all field trip days.
- Sunscreen must be applied before arriving to camp, and be sent with camper for the child to reapply throughout the day.

Field Trips

- Many trips will be to county facilities and low cost admission destinations. Sites will take trips in small groups, so not all groups will go to the same trips or be the same days/weeks.
- Field trips are sporadic and are not guaranteed each session. Only three “bus” trips will be offered for the entire summer.
- Regular field trip admission costs are included in your registration fees. You will be notified before each trip regarding, location, date of trip and any special items your child should bring. Note: trip activities are subject to change.
- Additional optional trips may be offered that require the parent to send additional money with their child for admission. Staff will not collect money, nor can they hold money for children.
- Children not participating in field trips should not attend the program on field trip days.
- Field trip transportation is provided by Lee County Parks & Recreation employees in county-owned vans, leased vans, Lee Tran routes, and pre-approved vendor buses.
- Your child’s camp registration serves as parental permission for your child to participate in all camp trips and activities.

REMEMBER: ALL CAMPER'S MUST WEAR CAMP T-SHIRT ON ALL FIELD TRIPS — NO EXCEPTIONS!!!



County-wide Camp Events

July is National Parks and Recreation Month!

To recognize this annual celebration, each Lee County Parks & Recreation summer camp sites will participate an activity or project showcasing the importance of Parks & Recreation. Many camps will participate in a countywide coloring contest with posters from top winners displayed around Lee County. The 2018 national theme for Parks & Recreation Month is **A Lifetime of Discovery!**

Service Learning

Service Learning projects will be held during summer camp. Each camp will select a unique project designed to teach the campers the importance of helping and supporting their communities. These outreach efforts may include activities such as creating a “pay it forward” program, reaching out to a nursing home, neighborhood cleanups, food or pet supply drives, writing letters to our military service men and women and other **character building** projects!

Health & Wellness

Each camp site will hold special activities during the summer focusing on health, wellness and fitness. We understand the importance of promoting and sharing information with our campers so they can make **healthy lifestyle choices** and grow up to be strong and healthy. Campers will learn and participate in activities that will teach them how to make good choices for their future wellbeing.

Watch your Camp Calendar for dates and more details!



...a fun place to
play and learn!

Behavior Management

Good discipline is usually positive rather than negative in nature. Keeping children actively involved in meaningful, fun activities generally creates an environment in which problems are few and minor. **However, in situations where camp rules are not followed, camp staff will utilize the following procedures: *Behavioral infractions are documented by camp staff in an effort to maintain a written accounting of problems and patterns.***

- **CORRECTION** - Camper is reminded of the rules and is asked once again to follow them.
- **SAFE PLACE** - Camper is asked to “sit out” (no longer than 15 minutes) as a cooling-off and calming-down period.
- **COMMUNICATION WITH PARENTS** - Serious problems will be conveyed to the parent immediately by phone. Small problems will be communicated at the end of the camp day. Parents will also be informed of any “safe place” period administered.
- **SUSPENSION/WITHDRAWAL** - Serious or continuing problems may result in suspension and/or immediate withdrawal.

Please note:

Camp staff will determine whether an offense is minor or serious.
No refund will be issued for suspension or withdrawal.

Medications

- The parent/guardian is required to daily hand-deliver any and all medications to the camp staff. Please **do not** have it delivered by your child. Only a one day’s dose in the original container with the child’s name, name of the physician, and directions for administering on the printed label, will be accepted by camp staff.
- All medication is distributed through the Department of Children and Families (DCF) guidelines.
- A medication form **must** be completed before any medication is dispensed. Staff are instructed to distribute according to printed label. If there is a change, a doctor must authorize a new prescription label.

Illness and Injury

- Please tell your children to inform the camp staff if he/she starts to feel sick or experience illness. Upon being informed, the camp staff will notify the parent/guardian immediately and he/she will be called to pick up the sick child immediately.

Safety

- The safety of each child is the primary concern of camp staff.
- Safety is ensured through effective supervision and training.
- Camp sites are checked daily for hazards (e.g. fire ants).
- If a camper displays behavior that suggests he/she may be a danger to himself/herself or others, a parent/guardian will be called immediately. Camp staff will call 911 if a camper poses an immediate threat to himself/herself or others.

Serious Injury Requiring Immediate Treatment

- Any major or life threatening injury or accident that may occur during scheduled camp hours will be handled according to the following steps:
 1. First aid will be administered.
 2. 911 will be called immediately.
 3. The parent/guardian will be called next.
 4. Based upon the professional decision of the EMS unit, the child may be transported to the closest medical facility for immediate care.
 5. EMS may advise the parent/guardian or camp staff how to care for (or treat) the child and explain follow-up tasks.
- Children diagnosed with infectious illnesses and communicable diseases are not permitted to attend camp. If your child is being treated for an infectious illness (e.g. chicken pox, strep throat) or a communicable disease (e.g. head lice, ringworm), he/she must have documentation in order to re-enter the camp program, or proof that the condition is no longer contagious. The staff reserves the right to send a child home if no proof exists that the child is no longer contagious.

Child Abuse/Neglect

- Staff has been trained to recognize the symptoms of abuse/neglect, and how to report it. Each Parks & Recreation regular staff member possesses a Parks & Recreation Operations Manual which contains the DCF Child Abuse Guidelines.
- Florida Statute requires staff to notify DCF if a child is not picked up from his/her camp site after the parent has been notified that the child becomes sick or injured. This may include the staff calling the Sheriff's office to pick up and hold the child until parent arrives. This procedure also applies to healthy children who are not picked up within 30 minutes after the end of the camp day.

Each child is given one camp T-shirt for the summer. Additional summer camp shirts may be purchased for \$5.00 at www.LeeParks.org (click on Online Registration).



REFUNDS

- A non-refundable \$10 processing fee per request for each child will be applied to transfers or cancellations received 14 days prior to the beginning of a session. Any cancellation made fewer than 14 days prior to the camp session will be refunded at only 50% of the session fee.
- Cancellations on or after the first day of camp **will not** be entitled to any refund.
- Exception to this policy will be made at the discretion of the Parks & Recreation administrative office based on circumstances surrounding the cancellation, and may require a doctor's note.
- No refund will be issued for suspension or withdrawal from camp resulting from a behavior management circumstance.

Accuracy Statement:

Lee County Parks & Recreation makes a sincere effort to assure that the information presented in the Parent Guide is accurate but certain circumstances may arise to change the programs and events listed in this guide. Lee County Parks & Recreation reserves the right to cancel or change any program listed in this guide.