

# HANAHAN RECREATION DEPARTMENT

## SUMMER FUN CAMP

### PARENT NOTICE FOR RULES

#### 1. Payment Guidelines.

- A. There are no refunds for camp fees due to illness or any other circumstances.
- B. Youth camp fees are not refundable or transferable to other children.
- C. No credit is given for absence or missed days.
- D. If your child is more than 2 weeks unpaid, he or she is asked to not attend camp.
- E. We ask that you make your weekly payment on Mondays for the “present” week attending, or Fridays if you are paying for the “upcoming” week. (there is no penalty for paying more than one week).
- F. Field trip fees are not included in registration fees. Parents are responsible for field trip fees if the child attends. Field trip costs range from free to \$10 per trip. Field trip attendance is not mandatory; however, there will be no camp activities or supervision if your child does not attend the field trip.
- G. The fee per week for camp is \$90.
- H. If for some reason you have any information we need to know about your child and the field trip we are scheduled to go on, please let us know when you pay for that day so that we can handle the situation, should it arise (ex. Water Park – The child may not be able to swim, they should stay out of the “wave pool.”)

#### 2. Attendance/Illness/Emergency

- A. If you are paying for camp it is best that your child attend.
- B. Children **MUST** be dropped off by 8:30AM. On days there are field trips, we will leave as early as 9AM. Being on time is VERY IMPORTANT.
- C. If your child is going to be absent on a given day please contact the recreation department.
- D. If your child is absent due to a communicable disease (for example, the stomach flu, strep throat or “pink eye”) please contact the recreation department so we can alert other parents to look for similar symptoms in their children.
- E. If a camper becomes ill during the camp day and is unable to participate in activities, the parent/guardian will be notified. Based on guidelines provided by the American Academy of Pediatrics, it is the recreation departments responsibility that any child displaying one or more of the following symptoms must be picked up by a parent or guardian as soon as possible:

- aa. A fever of 100 degrees or more
  - bb. Vomiting, Diarrhea
  - cc. Visible symptoms of contagious illness (e.g. - "pink" eye)
- F. If a camper becomes injured, first aid will be provided.
- G. A parent or guardian will be notified if the injury should require immediate medical attention.
- H. If your child requires any medication please let us know. Also note, Hanahan Recreation Staff cannot administer any medications, whether they be over the counter medicines or prescription, without the following:
  - aa. Written authorization from a doctor
  - bb. Parent written authorization
  - cc. and the medication must be in the original labeled bottle/container
- I. If your child has any allergies please let us know. If he or she is exposed to any allergens, we will notify the parent immediately.

### **3. Sign In & Out/Pick Up List**

- A. In the event of shared custody arrangements, it is assumed that both parents are in agreement with the child(ren) attending Summer Fun Camp. We do not interpret or mediate any conflicts regarding custody or parenting time disputes.
- B. If someone other than the parent/guardian will be picking up your child please let us know. If there is someone you would like to list as a *DO NOT ALLOW TO PICK UP* person, please let us know. **The individual who is signing the child out for the day must present a photo ID to verify identity.**
- C. Children will only be released to individuals listed on their information sheet. Adding someone and/or other changes will be allowed if in writing by a parent.
- D. Hanahan Recreation Department and its staff reserves the right to retain a child if the third party has not provided proper notification of release or does not provide adequate photo identification.
- E. Camp starts at 7AM and ends at 6PM. Please pick your child up by 6PM.

### **4. Behavior**

- A. The classic rule of "If it does not belong to you, DON'T TOUCH IT" always applies. Please make sure your child knows the importance of not playing with or taking things that are not theirs. Though sometimes these acts are harmless, they sometimes result in an item being damaged or broken.
- B. If for some reason a child has something damaged or broken by another child, the parent or guardian is asked to contact the recreation department so that the situation can be handled correctly.
- C. We ask the parent of the "plaintiff" and the parent of the "defendant" work together to resolve the problem.

- D. We strongly believe in positive reinforcement so your child will experience some great character building. If he or she displays great behavior they will be told verbally, given a high five/hug, acknowledged in front of the other campers, or commented about in front of the parent. Our goal is to make your child feel like he or she is doing something right. The better they feel about themselves the greater their personality and interpersonal communication skills become.
- E. If your child is causing disruptions or acting out of place, a verbal warning will be given. If the child continues after the verbal warning, they will be asked to excuse themselves from the activity and sit in "Time Out" for 10 minutes. If the child continues after sitting in a "Time Out" a parent will be called. Again, our goal is for a positive experience. The lesser the number of disruptions, the greater the atmosphere of camp.
- F. If the child continues to be a problem day in and day out, talks with the child, talks with the parent, meeting with the child and parent, will develop. Dismissal will be a last resort. PLEASE NOTE: Extreme incidents may require immediate dismissal with no warning. Each situation is different. We will do our very best to be fair.
- G. **REFUNDS WILL NOT** be issued for those who are dismissed due to behavior.
- H. Children will be given a set of rules the first week. We expect every child to follow these rules and excel in excellent behavior. Rules will be up on the gymnasium wall during the whole summer.
- I. We hope the atmosphere we provide will be the most safe and caring for your child. We welcome all suggestions. If you want to file a complaint, please speak with the appropriate recreation department staff member:
  - aa. Head Camp Counselor – TBA
  - bb. Head Camp Director – Burt Connelly
  - cc. Assistant Recreation & Parks Director – Tonya Hunter
  - dd. Recreation & Parks Director – Randy Moneymaker

## **5. What To Bring – What Not To Bring**

### **A. WHAT TO BRING**

- aa. A positive attitude!
- bb. Lunch and Drink (unless told otherwise)
- cc. Towel (mostly bring on water days)
- dd. Snacks (not necessary)
- ee. Backpack (plastic bag) to put wet clothes in
- ff. Sunscreen

### **B. WHAT NOT TO BRING**

- aa. A bad attitude!
- bb. lots of money (if the kids bring money, they should keep in with them)
- cc. Toys, Walkmans, Stereos, iPods, Game Boys, Video Games, etc.
- dd. Anything of value