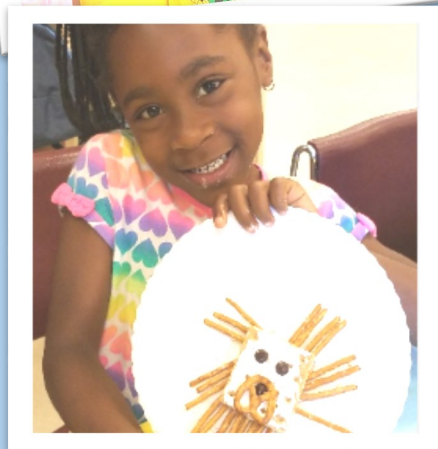


**ALL ABOARD...
FOR A SUMMER OF FUN**

CAMP LATHROP

2019



Parent Packet

Philosophy

The City of Lathrop Parks and Recreation Department is pleased to provide a quality Summer Camp program that meets the needs of the families in Lathrop. Camp Lathrop is a recreational program for children who will be enrolled in grades K-8 in fall 2019. The program is committed to encourage social development and promote health and wellness through group activities such as camp songs, arts, crafts, sports, indoor/outdoor games, science experiments, water play, food projects, and more. Camp strives to maintain a **ratio of 1 staff to every 14 children**.

Hours of Operation

Camp Lathrop will operate for 8 weeks:

WEEK	THEME	FIELD TRIP
June 3- 7	Animal Week	Sacramento Zoo
June 10- 14	Camp Favorites	John's Incredible Pizza
June 17-21	Planes, Trains & Automobiles	California Automobile Museum
June 24-28	Happiest Camp on Earth	AMC Showplace Manteca- (Toy Story 4)
July 8-12	Shark Week	Marine Science Institute
July 15-19	Splish Splash	Antioch Water Park
July 22-26	Out of this World	Chabot Science & Space Center
July 29- August 2	Spy Kidz	Kangazoom
NO CAMP PROGRAM JULY 1st-5th		

- Drop off as early as 7:00am
- Pick up by 6:00pm
- Structured camp activities will run from 9:00am-4:30pm
- Activities from 7:00am- 9:00am & 4:30pm- 6:00pm will include: free choice games, puzzles, coloring, computer play, small group games & activities.
- Field Trips are included.

Minimum Abilities Required to Participate

To maintain a safe and healthy environment for all children attending Camp Lathrop, participants must maintain the following minimum standards:

- Understand and follow basic directions and rules for the program.
- Maintain basic self-control to ensure the safety of themselves and others in the program.
- Handle their own hygiene/toileting needs.

RULES AND REGULATIONS

Camp Lathrop has adopted the following Rules and Regulations to ensure a safe and productive environment. By signing the agreement, you are stating that you understand and will abide by these Rules and Regulations.

- A registration form is required to be filled out for summer 2019 even if your child has attended previous camps or Kids' Club.

A. Payment

The \$125 camp fee for the week is due prior to your child's attendance.

- *Payment Options*

- * Pay in Full: Pay all camp fees in full at time of registration.

- * **Auto-Pay:** If your child will be attending multiple weeks of summer camp, in order to guarantee your child's spot a \$25 non-refundable deposit is required per week at the time of registration. The City of Lathrop will debit your VISA/ Master card/ American Express/ Discover account on the balance due dates listed below:

<u>Week</u>	<u>Camp Dates</u>	<u>Balance Due Date</u>
WEEK 1	June 3-7	Balance Due 5/24/2019
WEEK 2	June 10-14	Balance Due 5/31/2019
WEEK 3	June 17-21	Balance Due 6/07/2019
WEEK 4	June 24-28	Balance Due 6/14/2019
WEEK 5	July 8-12	Balance Due 6/28/2019
WEEK 6	July 15-19	Balance Due 7/05/2019
WEEK 7	July 22-26	Balance Due 7/12/2019
WEEK 8	July 29-2	Balance Due 7/19/2019

- Fees are based on enrollment, not attendance; there are **no prorates for missed days**.
- Payments may be made by cash, check or charge. All checks are to be made payable to the *City of Lathrop*. When paying in cash, please have the exact amount.
- Payment can be made in person at the Lathrop Generations Center or Community Center, Monday-Thursday from 9:00 am to 5:30 pm and Friday from 8:00 am to 4:30 pm.
- Returned checks will be assessed a \$25 processing charge. All returned checks must be paid within 5 days of notification or the child cannot return to the program. All fees from that point forward **must be paid in cash, by cashier's check, credit/debit card, or money order**.
- A late fee of \$5 will be assessed against any parent and/or guardian who arrives after 6:01 pm and an additional \$1 will be charged for each minute after 6:05 pm.
- If a parent or guardian is more than 30 minutes late in picking up a child, Camp Lathrop Staff are required to contact the Lathrop Police Department.

B. Single, Multi-Parent, and Blended Families:

It is our goal to promote a positive environment for children and their families. We are aware that many families may experience issues with divorce and separation. It is important that we maintain good relationships with all adults present in each participant's life. Very clear instructions in regards to custody arrangements (which parent to contact first, who is and isn't allowed to pick up a child, who is responsible for payment) are required. A copy of a court order is required if children are to be released to specific parents or guardians on specific days.

C. Drop-off and Pick-up

- Sign-in/sign-out sheets are located at the Camp site. An adult (18 years of age or older) must sign your child in and/or out each day from the program. Please be prepared to provide valid picture ID upon sign out.
- Children will only be released to adults indicated on the child's registration form. Updates to the form may be made when necessary. If you need to add an authorized adult to your pick up list please inform Camp Lathrop Staff.
- Camp Lathrop Staff will not release a child to any person who appears to be under the influence of drugs or alcohol. Another parent/guardian or someone listed on the emergency contact list will be called to pick up the child from the program. In such event, the Lathrop Police Department will be contacted.

D. Medical Assessment

- Please do not bring your child to Camp if they are experiencing flu like symptoms, a rash, or head lice.
- Please report any infectious disease or condition as soon as you become aware. Examples include lice, pink eye, hand foot and mouth disease, chicken pox, and flu symptoms. Children may return to the program with a signed statement from a physician indicating the child is no longer contagious. We will do our best to inform parents anonymously of any outbreaks.

- Head lice policy: Please inform Camp Lathrop Staff if your child has lice. Children with active head lice and nits will not be accepted into Camp until they have been treated and are lice and nit free.
- If a child becomes sick at camp, a staff member will contact a parent/guardian or someone listed on the Emergency Form. Children should be picked up within an hour.
- Camp Lathrop Staff are unable to administer medicine to your child. If your child has an inhaler, epi-pen, or other required medicine please inform Camp Lathrop Staff.
- If your child has a medical condition, allergy, or special need, which staff should be aware of please list this on the registration form.

E. Program Activities

- Camp Lathrop strives to maintain a typical daily schedule throughout each day of camp. The time schedule listed at the Camp site will be approximate and allows for flexibility to follow the interest and choices of indoor and outdoor (weather permitting) themed activities such as crafts, large and small group games, science, food projects, and more. Time is also provided for snack, clean-up, transition, personal needs, and hygiene.
- Camp participants, including siblings, will be separated into age groups for the majority of the program.

F. Snacks / Food Projects / Manteca Unified School District (MUSD) Free Breakfast and Lunch Program

- Please send your child to Camp with at least 2 snacks, a water bottle, and a lunch (if they are not taking part in the MUSD Free lunch) daily. Please no candy or soda at camp.
- Camp Lathrop Staff will **NOT** take participants to the vending machine during camp. If you wish for your child to purchase an item from the vending machine for their morning snack, please assist them with the purchase prior to signing them in for the day.
- Some camp activities include food projects. It is important that you advise staff of any allergies your child may have. Children are encouraged not to share food due to food allergies.
- The Lathrop Parks and Recreation Department is not associated with the Breakfast and Lunch Program, however, Camp Lathrop participants are able to take part in this free program.
 - * Breakfast is served between 8:00am-8:45am.
 - * Lunch is served at 12:00pm.
 - * A MUSD calendar will be provided with the menu. Menu items are subject to change based on delivery. If your child will not eat the lunch for that day, please have them eat breakfast before camp and pack them a lunch.
 - * MUSD will provide lunch on Field Trip days. If your child would like additional food or will not eat what is provided, please pack them a lunch in a disposable bag with their name on it.
 - * **The MUSD Free Breakfast & Lunch Program will not be available on Monday June 3rd as well as July 29th- August 2nd (Week 8).**

G. Behavioral Expectations

The City of Lathrop Parks and Recreation Department strives to create a safe and inviting environment for our participants and their families. We encourage participants and their families to respect themselves, each other, staff, and others' property at all times.

- Camp rules are as follows: please do not share food, follow staff's instructions the first time, always stay where a staff member can see you, keep all body parts to yourself, clean up after yourself, use kind indoor voices/ words, wear closed toed shoes, leave toys and electronics at home.
- If you have a concern about another participant in the program please address this with the Camp Lathrop Staff. Speaking to a child other than your own will not be tolerated. Immediate dismissal of an entire family may occur in the event of inappropriate behavior of parents/guardians.

- Behaviors such as running away, fighting, threatening a child or staff, biting, spitting, pushing, rough play, verbal or physical abuse, severe swearing/inappropriate language, misuse or destruction of property, disobedience or disrespect could result in suspension or dismissal from the program.

H. Weather Policy

- Camp activities will be held both indoors and outdoors. Outdoor activities will typically take place in the morning while the weather is still cool. Indoor activities will take place in the afternoon when the temperature is highest. Activities will take place inside if temperatures become too hot.
- Please provide your child a water bottle daily so they can stay hydrated.
- Please provide your child with SPRAY Sunscreen daily. Staff are unable to rub sunscreen on the children but can assist in spraying it on them. Sunscreen application will take place multiple times during the day. Camp Lathrop does not provide sunscreen. Sharing sunscreen is not allowed due to allergies.

I. Dress Code

- Please have your child wear comfortable clothing to camp. Participants remain active throughout the day. Please keep in mind activities include materials such as paint, glitter, glue, water, oil, etc. Participants should wear clothing they do not mind getting messy. Participants must wear closed toed shoes to camp daily.
- Fridays are water play days unless otherwise stated. Swim wear must be worn under clothing to camp. Please pack a dry pair of clothes for your child to change into after. Sandals and water shoes are acceptable for water activities and can be brought to camp to be changed into.
- Please pack a change of clean clothes with campers K-2nd grade in case accidents occur.

J. Field Trips

- Field trips are included in the weekly camp fee.
- All staff and participants go on the field trips. No staff or children will be allowed to stay at the Community Center.
- Please have your child arrive to camp by the time stated on the weekly newsletter to ensure your child is at camp when the bus departs. The bus cannot wait for late arrivals. If you wish to pick your child up from a field trip location, this must be prearranged in writing.
- Participants must stay with the group and staff member they are assigned to during the duration of the field trip.
- One camp T-shirt is provided per participant for the entire summer.
- Participants are required to wear the Camp Lathrop shirt on every field trip.

K. Withdrawal

You may withdraw before the program begins and receive a partial refund. A non-refundable \$25 processing fee will be kept. Refunds may take four to six weeks to process. No prorated withdrawals will be issued once the program begins.

L. Termination

Your child's participation in Camp may be terminated if:

- Fees are unpaid
- Continued tardiness in picking up your child
- Failure to comply with Camp policies
- Inappropriate participant or parent/guardian behavior

If you have questions, concerns, suggestions, or compliments in regards to the Camp Lathrop please do not hesitate to contact the Parks and Recreation Department at (209) 941-7372.

PARTICIPANT'S SHIRT SIZE: YOUTH: S M L XL

ADULT: S M L XL

(please circle one)

CAMP LATHROP 2019 REGISTRATION FORM

TO BE COMPLETED BY PARENT OR GUARDIAN.

PARTICIPANT'S NAME (LAST) (FIRST) SEX BIRTHDATE AGE

PARTICIPANT'S ADDRESS CITY STATE ZIP

DOES THE PARTICIPANT HAVE ANY ALLERGIES? YES NO (IF YES, PLEASE EXPLAIN):

DOES THE PARTICIPANT HAVE ANY MEDICAL CONDITIONS OR SPECIAL NEEDS? YES NO (IF YES, PLEASE EXPLAIN):

PHYSICIAN AND DENTIST TO BE CALLED IN EMERGENCY

PHYSICIAN	ADDRESS	MEDICAL PLAN & NUMBER	PHONE
DENTIST	ADDRESS	MEDICAL PLAN & NUMBER	PHONE

PARENT/GUARDIAN INFORMATION

<p>PARENT/ 1: _____ GUARDIAN (LAST, FIRST) RELATIONSHIP TO PARTICIPANT: _____ ADDRESS: _____ _____ PHONE NUMBER 1: _____ C W H PHONE NUMBER 2: _____ C W H PHONE NUMBER 3: _____ C W H EMAIL ADDRESS: _____ AUTHROIZED TO MAKE CHANGES TO REGISTRATION FORM: Y N</p>	<p>PARENT/ 2: _____ GUARDIAN (LAST, FIRST) RELATIONSHIP TO PARTICIPANT: _____ ADDRESS: _____ _____ PHONE NUMBER 1: _____ C W H PHONE NUMBER 2: _____ C W H PHONE NUMBER 3: _____ C W H EMAIL ADDRESS: _____ AUTHROIZED TO MAKE CHANGES TO REGISTRATION FORM: Y N</p>
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ADDITIONAL PERSONS WHO MAY BE PICK UP OR BE CALLED IN EMERGENCY

(CHILD WILL NOT BE ALLOWED TO LEAVE WITHOUT AUTHORIZATION FROM PARENT OR GUARDIAN GIVEN BELOW)

NAME	RELATIONSHIP	PHONE NUMBER	EMERGENCY CONTACT

CAMP LATHROP 2019

CHECK WEEKS ATTENDING:

<input type="checkbox"/> WEEK 1 June 3-7	<input type="checkbox"/> \$125 Paid in Full	<input type="checkbox"/> \$25.00 Deposit	\$100 Balance Due	5/24/2019
<input type="checkbox"/> WEEK 2 June 10-14	<input type="checkbox"/> \$125 Paid in Full	<input type="checkbox"/> \$25.00 Deposit	\$100 Balance Due	5/31/2019
<input type="checkbox"/> WEEK 3 June 17-21	<input type="checkbox"/> \$125 Paid in Full	<input type="checkbox"/> \$25.00 Deposit	\$100 Balance Due	6/07/2019
<input type="checkbox"/> WEEK 4 June 24-28	<input type="checkbox"/> \$125 Paid in Full	<input type="checkbox"/> \$25.00 Deposit	\$100 Balance Due	6/14/2019
<input type="checkbox"/> WEEK 5 July 8-12	<input type="checkbox"/> \$125 Paid in Full	<input type="checkbox"/> \$25.00 Deposit	\$100 Balance Due	6/28/2019
<input type="checkbox"/> WEEK 6 July 15-19	<input type="checkbox"/> \$125 Paid in Full	<input type="checkbox"/> \$25.00 Deposit	\$100 Balance Due	7/05/2019
<input type="checkbox"/> WEEK 7 July 22-26	<input type="checkbox"/> \$125 Paid in Full	<input type="checkbox"/> \$25.00 Deposit	\$100 Balance Due	7/12/2019
<input type="checkbox"/> WEEK 8 July 29-2	<input type="checkbox"/> \$125 Paid in Full	<input type="checkbox"/> \$25.00 Deposit	\$100 Balance Due	7/19/2019

AUTOMATIC BILL PAYMENT AUTHORIZATION

I authorize the City of Lathrop to debit my VISA/ Master Card/American Express/ Discover account listed for payments related to the program listed above. I understand that I control my payments, and if at any time I decide to discontinue this payment service, I will notify the City of Lathrop, Parks and Recreation Department in writing prior to the tenth of the month. I require no additional notices prior to action being taken on the authorization.

Initial

By signing the agreement, you are stating that you have read, understand and will abide by the **RULES AND REGULATIONS** stated in the Camp Lathrop Parent Packet.

Initial

AGREEMENT, WAIVER AND RELEASE

I understand the risks involved by participating in the above activity for which I am registering, and in consideration for being permitted by the City of Lathrop to participate in the above activity, I hereby waive, release and discharge the City, its agents, volunteers, officers, and employees (hereinafter collectively "City") from any and all claims for damages for any loss, including but not limited to, personal injury, death, or property damage which I may have, or which may hereafter accrue to me, as a result of my participation in said activity. This release is intended to discharge in advance the City from any and all liability arising out of or connected in any way with my participation in said activity, even though that liability may arise out of negligence or carelessness on the part of the released parties referenced as "City" above. I understand that this activity involves risk and danger of accidents and knowingly assume those risks by my signature below. It is further agreed that this waiver, release and assumption of risk is to be binding on my relatives, heirs and assigns. I agree to indemnify and to hold the City free and harmless from any loss, liability, damage, cost, or expense which they may incur as the result of my death or injury or property damage that I may sustain while participating in said activity. I hereby consent to allow my picture or likeness to appear in any official document, sponsor advertisement, or other coverage of the City of Lathrop in any manner incidental to my participation in the recreational activity without compensation to me.

PARENTAL CONSENT: (MUST be completed and signed by parent/guardian if applicant is under 18 years of age). I hereby consent that my child participate in the above activity and I hereby execute the above Agreement, Waiver, and Release on his/her behalf. In addition, I hereby consent to allow the picture or likeness of my child to appear in any official document, sponsor advertisement, or other coverage of the City of Lathrop in any manner incidental to my participation in the recreational activity without compensation to me or my child.

PARENT OR GUARDIAN PRINT

SIGNATURE

DATE