



What is included in my child's summer camp?

Summer Camp builds confidence, independence, and a sense of responsibility, community and an awareness of nature. Campers will meet new friends and will develop social skills and patience. Your child will have the opportunity to express themselves through a variety of activities that may include crafts, nature, games, sports, swimming/water play, special events, and themed weeks.

Summer Preschool is designed to give your child an important boost to help the transition to preschool in the fall.

T-shirts & Backpacks: campers will receive one T-shirt and one backpack for the summer. These items will be given out the first day your child attends camp. (Note: Explorers Camp will receive a t-shirt and Summer Preschool will not receive a t-shirt or backpack.)

Cookouts for Youth Camps: Discovery Camp and Adventure 2/3 Camp, will enjoy a Special Event and cookout once each week on Wednesdays. Campers are welcome to bring their own lunch on cookout days, while all campers are encouraged to bring snacks on these days as well. Campers should bring a water bottle. Cookouts rotate between hotdogs and walking tacos (turkey).

Adventure 4/5 Camp, Teen Camp, Step Into Sports Camp, and Sports Camp, will have a separate cookout at their own camp site. Please check the camp's calendar for the day of the cookout. Cookouts in the past have been hotdogs, pizza, and walking tacos (turkey).

Field Trips: Discovery and Adventure 2/3 Camps will take one field trip each session. Adventure 4/5 Camps will take one field trip a week, while Sports Camp, Step Into Sports, will take two field trips each session. Teen Camp will take two field trips each week. Parents should visit the Gurnee Park District website for their child's field trip schedule.

Swimming/Water Play: Full Day Campers (9:00a-3:30p) will swim three times a week while Half Day Camp (9:00a-12:00p) will swim two days a week at the Hunt Club Park Aquatic Center. Early Childhood Camps (9:15a-11:45a) will enjoy wading pools, sprinklers and water play. The Hunt Club Park Aquatic Center is licensed by the State to ensure water quality and is staffed by award winning lifeguards licensed by Jeff Ellis & Associates.



What should my child bring and wear to camp?

Bring:

- An ePACT Information Form must be completed and submitted prior to your child starting camp. This form includes emergency contacts and those adults authorized to pick up your child. Any special needs or accommodations must be listed as well. This electronic form will be emailed to you.
- Please label all belongings your child brings to camp. Although the Gurnee Park District is not responsible for any lost or stolen items, we do have a Lost and Found at each site. Please be sure to check it often. Sunscreen, insect repellent, and water bottles are the campers' responsibility. Campers should bring the following each day :
 - *Water Bottle
 - *Swim Suit & Towel
 - *Snack
 - *Sunscreen spray
 - *Insect Repellent
 - *Lunch (if applicable)
- Campers should bring extra clothes each camp day to accommodate the weather: swim wear, rain gear, jackets, etc.
- Cell phones and electronic devices (i.e. Nintendo Switch, iPads, etc.) usage are not allowed during camp hours for the younger campers. This is in the best interest of the campers and staff, as well as to lower the likelihood of the item being stolen, lost or broken. If a cell phone has to be sent with a child to camp it should be kept in the child's backpack during camp hours. If a cell phone or electronic device is seen being used during camp without permission from the camp staff it will be taken away and will be returned at the end of that day. Recording video or taking pictures of other campers from a personal device is strictly prohibited. **Parents are asked to call their child's camp cell phone number when trying to contact their child during camp. We ask that campers who want to contact their parents, do so via the camp cell phone and not their personal cell phone unless they are given permission by camp staff.**
- The camps for 4th grade and up do allow for campers to use cell phones for certain times during the camp day. Campers can only use their devices during the assigned times. Recording video or taking pictures of other campers from a personal device is strictly prohibited.
- The Gurnee Park District is not responsible for any trades, lost, stolen or broken items that may result in bringing personal items to camp.



Wear:

- Children should wear comfortable clothing, appropriate both for the weather and for messy camp activities. Please do not send campers to camp with favorite outfits or special clothing as they may get ruined. Proper footwear should be worn each day. No sandals or open toe shoes. Make sure campers are comfortable.
- Campers will be asked to wear their camp on their field trip days and sometimes on the Wednesday special event days.



Where do I drop off/pick up my child?

Hunt Club Camps

If you are dropping off before 9:00a or after 3:30p – pull up to the front of the Community Center and sign in/out your child. If it is raining, you will need to park and enter the building.

If you are not registered for before/after camp, drop off/pick up at the following locations:

Adventure Camps	Athletic Fields/Tents
Discovery Camp	Athletic Fields/Shelter
Teen Camp	Athletic Fields/Tents
Half Day Camp	Basketball Courts/Shelter
Sports Camp	Field next to Community Center/Tent
Step Into Sports Camp	In front of the Community Center
Mini Camp	Hunt Club Activity Room (inside Community Center)
Early Childhood Camps	Preschool Wing

Viking Park Camps

If you are dropping off before 9:00or after 3:30p – pull up in the circle drive in front of the Viking Park Community Center and sign in/out your child. If it is raining, you will need to park and enter the building.

If you are not registered for before/after camp, drop off/pick up at the following locations:

Adventure 2/3 Camp	In the circle drive
Adventure 4/5 Camp	Drop Off - Grass area south of Registration Office (Tent), Pick Up – Band Shell parking lot area
Discovery Camp	Viking Park Shelter
Teen Camp	Basketball Courts
Jr. Counselors	Bench across from Basketball Courts

DROP OFF/PICK UP Procedures

Drop Off: Parents/guardians dropping off for before camp (6:30-9:00a) will sign in each day. Parents and children remain in their vehicle. A staff member will come to your vehicle, at that time the child(ren) may exit the vehicle and walk with the staff member to join their camp group. Those dropping off at 9:00a campers may exit the vehicle and walk to their camp site and check in with their counselor.



Pick Up:

All campers must be signed out each day by a parent or other adult over the age of 18 authorized on the ePACT Information Form. Parents will need to park and walk to the camp site to sign their child(ren) out. Anyone with whom the staff are not familiar will be asked to show identification. Campers may leave only with those who are listed on the ePACT Information Form.

LATE PICK UP POLICY

We ask that you observe the scheduled pick up time. One warning will be given if your child is picked up after your scheduled pick up time. Thereafter, you will be charged a \$10.00 late fee per child for every 15 minutes or fraction thereof when you or your authorized pick up person is late, and risk having your child dismissed from the program.

Please note: Should you be more than 30 minutes late for your first late pick up, you will receive a warning for the first 30 minutes, and the late fees will be assessed at \$10.00 for each 15 minutes thereafter.

We understand that emergencies may occur, so if you find yourself in such a situation, please call the camp cell phone. This courtesy will alleviate anxiety on the part of the staff and your child. A late fee will still occur. We understand your required work time and respectfully ask that you respect our staff's required work time.



Who is Our Camp Team?

Meet the Counselors on Thursday, June 6th from 6:00p-7:00p at your child's camp site.

The key to an amazing summer at the Gurnee Park District is our dedicated and talented Camp Team. Camp Team Members create a safe and positive environment for our campers.

The Camp Team consists of the Division Manager, Recreation Supervisor, Youth Program and Early Childhood Coordinators, Site Directors, Counselors, Leaders in Training and Volunteers. Camp Team members are certified teachers, adults, college students, and high school students.

Gurnee Park District's number one priority is the safety and supervision of each camper. The ratio of campers to counselors is 10:1 for youth camps and 8:1 for Discovery and Early Childhood Camps. All staff members have attended a comprehensive staff training program. Examples of material covered include positive reinforcement strategies, special needs training, and developing camp activities for all ability levels. Counselors are required to be First Aid, CPR, AED, and Epi-Pen certified, and all staff is required to undergo a criminal background check. Volunteers who support our early childhood camps also go through a training program. Each site consists of a Site Director and Counselors and may include Leaders in Training and/or volunteers.

Everyone works together as a team in all activities, projects, and events that are happening at camp. Camp Team Members are responsible for getting to know each camper in their camp as an individual and create daily plans that allow campers to express themselves through a variety of activities. Each camp's session calendar is posted on the Gurnee Park District's website.

Please take the opportunity to meet your child's Site Director and counselors. We look forward to serving your child's camp needs. If you should have any questions or concerns, please contact the appropriate Coordinator, Recreation Supervisor or Manager.



How do I contact my child's camp?

- If your child is ill or unable to attend camp, please call or text the camp cell phone number before the start of the camp day. When calling or texting in an absence, please state your child's name and the date of the absence.
- If you need to pick up early or drop off late, please call the camp cell phone to find out where the camp is located.

Early Childhood Camp/Summer Preschool These camp cell phone numbers will be activated the first day of camp/Preschool. You may call or text these numbers.

Explorers Camp – Hunt Club	224-548-0002
Summer Preschool - Hunt Club	224-548-0014

Youth Camps - These camp cell phone numbers will be activated the first day of camp. You may call or text these numbers.

Adventure 2/3 —Hunt Club	224-374-3303
Adventure 2/3 —Viking Park	224-548-0012
Adventure 4/5 —Hunt Club	224-374-3302
Adventure 4/5 —Viking Park	224-374-3305
Before/After Camp—Hunt Club	847-815-5021
Before/After Camp—Viking Park	224-548-0124
Discovery —Hunt Club	224-374-3301
Discovery —Viking Park	847-815-4983
Junior Counselor – Viking Park	224-374-3304
Half Day Voyager—Hunt Club	847-561-0455
Mini Camp – Hunt Club	847-815-5021
Sports Camp – Hunt Club	847-815-5029
Step Into Sports Camp – Hunt Club	847-815-3721
Teen Camp—Hunt Club	224-645-3830
Teen Camp—Viking Park	847-815-5027

Other Important Numbers:

Gurnee Park District Main Office	847-623-7788
Aimee Schneider, Early Childhood Coordinator	847-599-5499
Peyton Rollins, Youth Program Coordinator	847-599-3764
Megan Baird, Youth Recreation Supervisor	847-599-3746
Sabrina Hinkens, Youth Program Manager	847-599-3767
TBD, Director of Recreation	847-599-3756



What are your Health Policies and procedures for food allergies and medication policies at camp?

Parents will be asked to complete an information form via ePACT. This form will ask about any allergies your child may have, as well as if your child will need to be given medication during program hours. If medication is to be given during program hours, a separate Dispense Medication Form must be completed and uploaded to the ePACT Information Form. Instructions on how to complete the ePACT Information Form will be emailed to you. Children may not attend Summer Camp unless an ePACT Information Form is completed. This form must be updated every year.

Health Policies

It is the responsibility of the parent to ensure that a child is fever-free and not exhibiting any symptoms or any illness before dropping off their child to Summer Camp. If a child is not feeling well, **do not** bring them to this program. Children who have been out due to illness for a long period of time may be asked to provide a note from their doctor stating that it is safe for them to participate in the program.

Parents should report any diagnosed case of a communicable disease such as COVID-19, strep throat, ringworm, pinkeye, lice, etc. to the staff. If a child is displaying active COVID-19 symptoms or diagnosed with a communicable disease, the child is not allowed to attend Summer Camp for any reason without a doctor's note stating that it is safe for them to do so.

Campers must be fever free without the use of fever reducing medication, symptom free, no sign of rash and feeling well prior to returning to camp for at least 24 hours.

If a child displays signs of illness during Camp they will be isolated and a parent or authorized pick up must come within 30 minutes.

FOOD ALLERGY PROCEDURES

- Any food provided by the Gurnee Park District will be peanut/nut free
- Children will wash hands or use hand sanitizer before eating
- Children with peanut/nut allergies will sit at a designated peanut-free table
- All staff goes through epi-pen/ training
- Children with allergies must complete the Allergy Action Plan by answering the questions on ePACT
- Please make counselors aware of any food allergies and/or food restrictions your child may have. While we understand there are many types of food allergies and restrictions, the Gurnee Park District cannot accommodate every child's dietary need.



Medications

If medication is to be given at camp, a separate Dispense Medication Release Form must be completed. Parents of Campers (4th grade and up) who require an inhaler or an Epi-Pen may choose to have their child be responsible for this medication. If parents would like their child (4th grade and up) to keep their inhaler or Epi-Pen with them during camp an Inhaler or Auto-Injector Waiver Form must be completed and uploaded to their child's ePACT Form. If this waiver is not signed/uploaded to the ePACT Form the staff will need to be provided with this medication.

Both these forms can be found on your ePACT account or our website and must be uploaded to your child's ePACT Form.

MEDICATION POLICY

If medication is to be given at camp or if your child has allergies requiring medication, a separate Dispense Medication Release Form must be completed. You will be asked to upload this form to ePACT.

- If parents make note that their child has a special need that requires medication (asthma, food allergy) the Gurnee Park District MUST have that medication at Camp no matter how mild the condition may be in order for the child to attend
- Prescription medication must be brought in its original container and labeled with the child's name
- **Please only send daily dosages**, as we cannot be responsible for an entire prescription
- Please hand any of the above necessary medication to a Gurnee Park District employee for it to be placed in the appropriate location. Do not give it your child.
- Staff will NOT administer shots or injections to campers (Note: Staff are only allowed to administer Epi-Pens)
- Parents are encouraged to administer medicine early morning before camp if necessary
- The Gurnee Park District reserves the right to not administer medication which is considered an unreasonable accommodation



What do you do in inclement weather?

Camp is conducted outdoors and is held rain or shine, hot or cold. Camp will be held outdoors as much as possible. Campers will go indoors on rainy days and will take shade and seek air conditioning on hot days. Extra water activities will be scheduled on hot days.

Rain Locations

- The Gurnee Park District utilizes the Hunt Club Park Community Center, Viking Park Community Center and District 50 and 56 schools as rain locations.
- The Gurnee Park District will transport campers to and from their rain location if offsite.
- If you are dropping off/picking up your child during core camp hours (9:00a-3:30p) please contact your child's camp for their exact location
- The rain location for before camp (6:30a-9:00a) and after camp (3:30-6:00p) will be held at Hunt Club Park Community Center or Viking Park Community Center
- If the weather is such that it is not safe for staff to be outside to sign children in/out, parents may be asked to park their cars and sign in/out their child inside the building.



What are your procedures when camps are at the Hunt Club Park Aquatic Center?

- Full Day Camps will swim three times a week while Half Day Camp (9:00a-12:00p) will swim two days a week at the Hunt Club Park Aquatic Center. **The Hunt Club Park Aquatic Center is licensed by the State to ensure water quality and is staffed by award winning lifeguards licensed by Jeff Ellis & Associates.**
- Campers will swim from 10:00a-12:00p. The aquatic center will be closed to the public during this time.
- Campers from Viking Park will be bussed to and from the aquatic center on their designated swim days, while Hunt Club campers will walk to the aquatic center.
- Campers are encouraged to arrive at camp wearing a bathing suit under their clothes/cover up, and with sunscreen already applied. We highly encourage children to bring sunscreen that you can spray on. Staff will not be able to apply sunscreen to a camper that is not in spray form. NOTE: Half Day campers will not change out of their bathing suits on their swim day.
- Each camp group will have their own designated area on the grass that is appropriately spaced out from the next camp group.
- Campers who do not wish to swim have an option to play in the sand or grassy areas. All swimming areas have trained lifeguards on duty at all times. Camp staff are stationed throughout the aquatic center to properly supervise campers in and out of the water. To allow the campers to get the maximum benefit of the swimming facility without compromising the camper's safety, all campers will wear a swim band while at the facility. This band determines the area of where they may swim/play.
- Campers may bring money to purchase concessions at the Hunt Club Park Aquatic Center. Each Youth Camp will be given specific days and times to go to the concession stand. Check with your child's camp staff to find out when your child's camp goes to the concession stand as it will not be every time they swim. Please do not rely on the concession stand for child's lunch.



Gurnee Park District Camp Swim Testing Guidelines and Designations

The purpose of swim testing Gurnee Park District Campers is to allow the campers to get the maximum benefit of the swimming facility without compromising their safety or the safety of others. We also seek to provide a means of communication to Camp Staff and Aquatic Staff as to the limitations of each camper which allows them to safely enjoy their swimming experience. Each camper shall be tested by the Aquatic Staff and given a wristband which corresponds to one to the designations below.

Parents are encouraged to attend the Swim Test Days listed below. These testing dates allow parents to observe the swim test and allow your child to be tested when the facility is not open to the public. Those who do not attend a swim test day will be tested the first day their camp goes swimming. Campers will not be allowed to swim until they have been tested.

Campers are only allowed to be re-tested once per session.

2024 Camp Swim Test Days at Hunt Club Park Aquatic Center

Saturday, June 1 9:00-10:30a

Wednesday, June 5 6:00-7:00p

Sunday, June 9 9:00-10:30a

Swim Band Designations:

1. **Red Band** – Campers may not cross the first (shallowest) set of double black lines on the bottom of the pool, which is approximately at the 2.5 foot depth. They are restricted from using the tube, body, and drop slides (even if they meet the minimum height requirement). There are multiple water features and two slides in this area for campers to play.
2. **Green Band** – Campers may not go past the edge of the peninsula (near the waterfall) into deeper water. This band is generally given for those who are significantly taller than 2.5 feet in height but are not considered proficient swimmers. Green band designees may go down the tube and body slides *only if* they meet the minimum height requirement. They are restricted from using the drop slides.
3. **White Band** – Campers may go into the main pool and up to the 5 foot rope (where the drop off to the deep end is located). White band designees may go down the tube and body slides only if they meet the minimum height requirement. They are restricted from using the drop slides.
4. **Blue Band** – Campers may have unrestricted access to use all parts of the swimming area open for use, adhering to all other height and age guidelines and restrictions.



Testing Guidelines:

1. **Red Band** – Campers begin at the shallowest area of the pool at zero depth entry near the kiddie slide and walk or swim deeper to the peninsula near the waterfall. If they cannot walk or swim independently to the peninsula, they receive a RED BAND.
2. **Green Band** – Campers who are able to successfully complete the Red Band test must then proceed from the corner of the peninsula, walking or swimming across and under the waterfall, and back, without assistance or hesitation. If a camper can complete this test, they are given a GREEN BAND.
3. **White Band** – Campers who are able to successfully complete the Green Band test will be taken to the deeper pool area at approximately 5 feet water depth near the body slides. They must independently enter the water and walk or swim (not bob) across the width of the pool, under the water fall. Without stopping, they must then proceed from underneath the waterfall wall to the peninsula, walking or swimming the entire way, unassisted. If they are able to complete this test, they will receive a WHITE BAND.
4. **Blue Band** – Campers who are able to successfully complete the White Band test will be taken to the corner of the deep end of the pool. They must jump into the 12 foot pool and recover to the surface, proceeding to swim across the pool to the rope near the drop slides, and back. They must swim with an actual swim stroke (no doggie paddle) without stopping, grabbing the wall, hanging on the rope, or needing assistance. If they are able to complete this test, they will receive a BLUE BAND.

Sunscreen Policy

- Each camp will take a sunscreen break every 1.5-2 hours
- Campers are encouraged to apply their own sunscreen and should come to camp with it already applied. However, if a camper needs assistance they can find a camper buddy or a counselor to help reapply sunscreen to the camper's face, shoulders, arms and/or back. **Staff will only apply spray sunscreen to a camper.**
- Early Childhood campers must arrive with sunscreen applied.
- On swim/water days we recommend that campers wear a swim shirt for maximum protection against the sun



How and When will Children be Transported?

School Bus

Gurnee Park District provides bus transportation for field trips, swimming, and shuttling campers from Viking Park to Hunt Club, and to/from camp rain locations. All bus drivers have their Commercial Driver's License (CDL) and currently drive a school bus for either Gurnee District 56 or Woodland School District.

Passenger Van Usage

All staff driving passengers in Park District vehicles are 18 years of age or older. All drivers have submitted a driver's background check that is given to our human resources department which shows they maintain a good driving record. Drivers have also gone through vehicle safety training.



What is the refund and payment policy?

Camp Refund Policy

Refunds will be processed up to two weeks prior to the start of a session. A service charge of \$50 per session per child will be assessed. Camp service charges cannot be transferred. No refund will be issued if requested less than two weeks prior to the camp start date. No refunds will be given for partial attendance or for time spent in quarantine.

Payment Policy

- All camp participants may pay either a \$50 deposit or the full amount per session per child at the time of registration to hold your spot. The \$50 deposit is non-refundable.
- All camp fees must be paid in full 2 weeks before the camp session begins, or your child may not attend.
- Once you pay the non-refundable \$50 deposit, all future payments will be set up via autopay. These payments will be charged to the card on file 2 weeks prior to the session start date.
- A \$25 late registration fee will be added to anyone registering for camp within one week of the camp starting.
- A \$25 late fee per child will be charged for payments not received by the final due date.
- The Gurnee Park District does offer scholarships for their summer camps. The scholarship paperwork can be found on our website or at the front desk at the Hunt Club Park Community Center. In order to guarantee a spot, the \$50.00 deposit per child/per session is required.
- Payment arrangements can be made when other financial aid by a third party is available to the participant. The \$50.00 deposit is required to process the registration. The Gurnee Park District does not accept payments for summer camp from the Child Care Assistance Program (YWCA.)

NOTE: Registrations will be accepted up to two weeks prior to the start date of each camp session if openings are available. All registrations made less than 2 weeks before the start of camp must be paid in full and will have a \$25 late registration fee added to your camp fee.

Final Balance Due Dates: Two weeks before the session begins.