



Summer 2011 Parent Camper Manual



**Urbana Park District
Summer Camp Information**

URBANA PARK DISTRICT 2011 CAMPER MANUAL

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WHO'S WHO

- **Athletics and Aquatic Staff**

Kyle Mills, Athletics Supervisor, **Greg Cales**, Athletics Coordinator, **Leslie Radice**, Aquatics Supervisor, and **Jennifer Nierenhausen**, Aquatics Specialist are responsible for the coordination of the Sports and Aquatics Camps. Leslie and Jennifer are also responsible for the coordination of swimming lessons. Kyle and Greg can be reached at Brookens Gym: 255-8601. Leslie and Jennifer can be reached at the Urbana Indoor Aquatic Center: 384-POOL (7665), Ext. 13 and 11 respectively.

- **Community Program Staff**

Erica Cooper-Peyton, Community Program Specialist, is responsible for School's Out for Summer, Summer Arts Camp, Summer Arts Extended Camp, and Teens in Action Camp. Call Erica at 367-1544, ext. 206.

- **Environmental Program Staff**

Erica Schneider, Environmental Public Program Coordinator is responsible for all Nature Day Camps: Kneehigh, Kinder, Crystal Lake, Earthscope, Nature Extended Camp, and Animal Adventure Camp.

Nadine Schmitz, Environmental Education Coordinator, is responsible for the Junior Counselor and Counselor-in-Training programs.

They may be reached by calling the Anita Purves Nature Center at 384-4062.

- **Camp Leaders**

The Urbana Park District employs highly qualified individuals who are eager to contribute to your child's fun and rewarding summer. Many are college students working toward teaching or recreation degrees. The staff to child ratio is a maximum of 1:12 (1:10 for preschool camps). Our staff participates in intensive training that includes leadership skills, effective teaching strategies, age characteristics, behavioral management, and other facts about working with children. All camp staff members are certified in CPR and First Aid.

- **Counselors-in-Training and Junior Counselors**

Counselors-in-Training (CITs) and Junior Counselors (JCs) are middle school and high school students who enjoy working with children and are learning the leadership skills necessary to become camp counselors. Each is assigned to a camp group for an entire session. They act as assistants to the leaders and take part in all camp activities including staff training.

FIRST DAY CHECK-IN

On the first day of camp, each parent must check in his/her camper at their camp's designated check-in site. Camp staff will ask for the camper's name and check to make sure all fees have been paid and all paperwork (Camper Information & Discipline Forms, pages 22-25) is in order. Staff will then direct you and your camper to the camp's daily gathering location. Camp leaders will be there to greet campers and get them settled into their groups. There may be a few changes during the first day, so be prepared. Your child will bring home a program calendar that will identify your child's leader(s) and activities for the session.

ARRIVAL & DEPARTURE PROCEDURES

For your child's safety, you must drop off and pick up your child with the counselors each day. No child will be allowed to leave the camp unless accompanied by an adult designated on the Camper Information Form. You are expected to pick up your child by the designated time. Please be advised our policy is to **charge a fee of \$5.00 per every 15 minutes late.**

PROGRAM PLANS

A program calendar detailing the camp plans for the session will be sent home on the first or second day of each camp session. It will outline your child's planned activities so that you are prepared to send your child with necessary items. The staff spends a considerable amount of time planning educational and recreational activities relating to each camp's theme. If you have any questions, please talk with your child's camp leader or the site supervisor. The program calendar will provide you information regarding planned field trips and activities as well as introduce the camp leader(s) and any special visitors. There are occasions when the schedule may be altered. The staff will make all attempts to notify you in a timely manner.

PROGRAM OPTIONS

As a programming option, the staff may plan a movie, guest speaker, or field trip. The site supervisor/camp leader and the coordinator of each camp approve movie selection. Films are G or PG-rated. If a PG-13 movie is scheduled for Teens in Action Camp, parental consent will be required and proper notification will be sent.

LATE DROP-OFF & EARLY PICK-UP

There are times when you may arrive late to the camp program. If you know in advance that you will be late, make arrangements with your child's leader. The camp staff will try to locate where your child's group will be when you arrive and direct you to that location. They will also contact the group's leader to inform them of your arrival time. If your child's group is away from the campsite, your child may be placed with another group for the day.

If you must pick up your child early from camp, please make arrangements in advance. Give a note to your child's leader to ensure that your child is waiting at the agreed upon location at the appropriate time. If this advance arrangement is not possible, we will do all that we can to locate your child. We ask that special pick-up requests be kept at a minimum so as not to interfere with the camp schedule and your child's experience.

ABSENCES / EMERGENCIES

If your child will be absent from camp or if you need to speak to your child in the event of an emergency, please call the corresponding site after 8:00 AM:

- | | | |
|-------------------------------------|----------------------------|------------------|
| • School's Out for Summer | Phillips Recreation Center | 367-1544, ext. 0 |
| • Exploration Camp | Phillips Recreation Center | 367-1544, ext. 0 |
| • Summer Arts Camp/Extended Camp | Phillips Recreation Center | 367-1544, ext. 0 |
| • Crystal Lake Camp | Anita Purves Nature Center | 384-4062 |
| • Earthscope Camp | Anita Purves Nature Center | 384-4062 |
| • Kindercamp | Anita Purves Nature Center | 384-4062 |
| • Kneehigh Nature Camp | Anita Purves Nature Center | 384-4062 |
| • Nature Extended Camp | Anita Purves Nature Center | 384-4062 |
| • Animal Adventure Camp | Anita Purves Nature Center | 384-4062 |
| • Teens in Action Camp | Phillips Recreation Center | 367-1544, ext. 0 |
| • Sports and Aquatics Camps | Brookens Gymnasium | 255-8601 |
| • Sports and Aquatics Extended Camp | Brookens Gymnasium | 255-8601 |

Urbana Park District staff will contact your child's leader to let him/her know of your child's absence. In the event of an emergency, the Urbana Park District staff will locate the leader and have your child call you as soon as possible.

WHAT CAMPERS SHOULD WEAR

All camps spend time outdoors. Please send your child dressed for the day's weather and activities. It is important that campers be dressed to play! Closed-toed shoes, a hat, and comfortable, casual clothing are a must. All swimsuits and towels should be kept in a backpack that is clearly marked with your child's name. Label all personal items with your child's name so they can be easily identified. Sunscreen should be applied each morning. The staff will apply SPF 30 sunscreen prior to afternoon activities. If you prefer to supply your own sunscreen, please label the bottle and give it to your child's leader.

ITEMS NOT ALLOWED AT CAMP

In order to ensure a fully enjoyable camp experience the following are not allowed at camp: portable electronics (iPods, video games, etc.), toys and valuable items to camp. These particular items can be distracting and have the chance of being lost or stolen. Cell phones will be permitted but can only be used for emergencies and must be kept in silent mode.

LOST AND FOUND

Remember to label all belongings with your child's name. The Urbana Park District will not take responsibility for lost personal items. Lost and found items are kept at each of the following locations:

- Anita Purves Nature Center
- Brookens Gymnasium
- Phillips Recreation Center
- Urbana Indoor Aquatic Center

RAINY DAYS

Campers spend a significant amount of time outdoors. If the weather becomes **hazardous**, camp may be cancelled. The Urbana Park District understands the inconvenience that these rare incidences may present to parents, but we must keep the safety of the children and staff in mind at all times. The decision to cancel a camp is not made lightly. NO camp will be cancelled due to rainy weather (that is not hazardous).

The staff will make every effort to accommodate campers during rainy weather. However, indoor space large enough to accommodate each Day Camp program over an extended period of time is limited. Staff members are instructed to remain in the nearest secure facility until severe weather has passed. Please bear with us during these days and expect to spend a few extra minutes waiting or locating your child. Your child's safety is our first priority at all times.

On the very rare occasion a camp is cancelled, no refunds are issued. Camp days cannot be made up. **If there is a severe weather watch or warning, or severe flooding, please call the following locations for more information.**

- **Anita Purves Nature Center** **384-4062**
- **Phillips Recreation Office** **367-1544, ext. 0**
- **Brookens Gym** **367-1544, ext. 0**

MEDICATION

We strongly discourage administering medication during camp hours. If possible, please ask your physician to write the prescription so that the medication can be given outside of camp hours. Non-prescription drugs will not be given at camp under any circumstances. Prescription drugs will only be given with written authorization by a physician. All prescription drugs must be given to the campsite supervisor who will administer the drug at the designated times. Please explain medical needs in detail on the Camper Information Form at the end of this Camper Manual as well as communicate your child's special needs in person with their camp leader and camp supervisor.

PACKING YOUR CAMPER'S LUNCH

All campers enrolled in camp programs that extend over the lunch hour must bring their own lunches. Lunches must be in a squirrel-proof container (no paper bags) and labeled with the child's name. Lunches will not be refrigerated. Water will be provided daily. An afternoon snack will be provided for campers enrolled in the afternoon Extended Camps (3:00 – 5:30p.m.) and day-long camps that run until 5:30 p.m. Campers will be very active, please pack a larger than average lunch as many campers enjoy a mid-morning snack as well.

Some suggestions for packing a waste-free lunch:

1. Use an ice pack to keep food cold. Freezing the sandwich and/or drink can also help.
2. Paper bags **MUST NOT** be used. They are easy for squirrels to open and do not hold up well. We recommend using a lunch box or purchasing a reusable lunch bag. Use an insulated, reusable cooler as a lunch box. (They also make great seats!)
3. Water and/or a drink are available for campers. **All campers MUST bring a reusable cup or bottle daily.** A cooler of water or access to a drinking fountain is always available. Pack a drink of your choice if you prefer. We encourage you to not use juice boxes, but to consider a reusable thermos, water bottle, or aluminum cans that can be recycled.
4. Decrease your child's throwaways by using reusable containers and purchasing supplies in bulk. This will not only save you money and help the environment, but will aid with after lunch clean-up.

FIELD TRIPS

Field trips are excursions where the campers leave the camp location site. We consider trips to Crystal Lake Park, Brookens Gym, and Busey Woods as field trips. Campers travel via the MTD bus on most field trips. In some cases, scheduled field trips may mean a change in drop off and/or pick up location or time. You will be notified of any field trips at least 24 hours prior to the date. Please carefully read all notes sent home.

SWIMMING

Weather permitting, School's Out for Summer Camp, Full Day Nature Camp, Sports and Aquatics Camp, Summer Arts Camp, and the Extended Camps will have recreational swim at the Urbana Indoor Aquatic Center at least once a week. Please send your child to camp with a swimsuit and towel on those days. Other camps may also make occasional visits to the pool. Please check your camper's weekly schedule for more information.

BEHAVIOR CODE

In keeping with the Urbana Park District's goals, we encourage fun for all participants. However, certain rules are necessary to ensure everyone's safety and enjoyment. The following behavior rules apply to all participants in Urbana Park District programs. Failure to follow these rules can result in dismissal from programs.

Participants shall:

1. Demonstrate respect to other participants/staff.
2. Use appropriate language.
3. Respect the physical and mental well being of themselves, other participants and staff.
4. Use equipment, supplies and facilities as they are meant.
5. Refrain from participation in unlawful activities.

A more detailed description of our discipline policies can be found in the Camp Rules and Discipline Guidelines form on pages 24 and 25. **This contract will need to be read and signed by *parents and child*, and returned, along with the Camper Information Form, two weeks prior to the first day of their first session of camp.**

EQUAL ACCESS

The Urbana Park District will comply with the Americans with Disabilities Act (ADA), which prohibits discrimination in the provision of services, programs, or facilities to individuals with disabilities. The District works in cooperation with C-U Special Recreation (CUSR) to offer equal access to our recreation programs and services to persons with disabilities. **If you have any questions about ADA or would like information on our integration opportunities, please contact the CUSR Inclusion Coordinator at (217) 239-1152.**

AMERICANS WITH DISABILITIES ACT

The Urbana Park District is committed to complying with the Americans with Disabilities Act (the "ADA") and encourages participation by everyone! If you or a family member have special needs and would like to participate in any program or activity, we will be happy to make any reasonable accommodation to meet your needs.

If you need a reasonable accommodation in accordance with the ADA, to participate in or use any activity, program, or facility, please identify and explain the accommodation in writing. Depending on the accommodation requested, prompt notification during or prior to the registration process may be advisable. **Failure to timely advise the Camp Supervisor of both the need for accommodation and the specific accommodation requested, may result in temporary delay or suspension of program/activity participation.**

SUMMER DAY CAMPS- ATHLETICS

SPORTS AND AQUATICS CAMP

Sports and Aquatics Camp has two age groups, ages 6 – 8 and ages 9 – 12. Sports and Aquatics Camp will be held at both the Urbana Indoor Aquatic Center (102 E. Michigan) and Brookens Gymnasium (1776 E. Washington, Pod 400). Sports and Aquatics Camp gives children the opportunity to learn skills and participate in many different areas of sports and aquatics. There will be swim lessons provided to all participants Monday through Thursday by our trained and dedicated swim lesson staff, along with various camp leaders. Campers will also learn different skills to a variety of sports including but not limited to, basketball, soccer, swimming and volleyball. Each session will be dedicated to a particular sport. Campers will receive group skills and drills, followed by a fun team event. Each camper will gain experience in organized sports, activities, recreational swimming, swim lessons and active games. Campers will go swimming recreationally two days a week. Drop off will be at the Urbana Indoor Aquatic Center Monday – Thursday and at Brookens Gymnasium on Friday.

SPORTS AND AQUATICS EXTENDED CAMP

Sports and Aquatics Extended Camp (ages 6-12) is open to all participants. Campers may register to end their day with our sports and aquatics staff at Brookens Gym or the Urbana Indoor Aquatic Center from 3:00-5:30 p.m. A variety of sports programs and activities or recreational swimming will be available for the campers to enjoy. A snack will also be provided.

SUMMER DAY CAMPS- NATURE

Nature Day Camps (ages 3-12) *Kneehigh, Kinder, Crystal Lake, Earthscope, Nature Extended, and Animal Adventure* camps meet at the **Anita Purves Nature Center , 1505 N. Broadway in Urbana.** Nature Day camps include both full and half-day camp sessions. Our focus is to blend traditional summer camp activities while increasing a child's appreciation for nature, science and the environment. Campers spend their summer exploring nature through weekly themed sessions with age appropriate instruction. Leaders design hands-on activities, games, scientific exploration, crafts, fieldtrips and more to enhance your child's summer. Each camper will receive a Nature Day Camp T-shirt. Please dress your child according to daily activities and bring a water bottle daily. **Camp does not meet on July 4.**

Session	Date	Theme	Description
1	Jun 6-10	Habitat Trackers	Learn about different habitats that cover the earth and even get to know the ecosystems that exist in your own town! Hike through Meadowbrook Prairie and explore the ponds and wildlife of Busey Woods and the fish of Crystal Lake.
2	Jun 13-17	Close Encounters	This week you will get up close and personal with animals! Meet the nature center's live animals and receive visits from local wildlife professionals.
3	Jun 20-24	Food For Thought	Explore the complexities of food chains and the many ways plants and animals find their next meals. Take a journey with your food from farm to table. Enjoy garden fun and even grow own plant.
4	Jun 27- Jul 1	Fashionably Wild	Hike outdoors with journal and create what you see on paper. Make useable and wearable items from nature. Construct bird feeders and improve habitats for local wildlife. Learn what natural materials we already use in daily life!
5	Jul 5-8 <i>No Camp July 4</i>	Nature Myth Busters	Uncover the truths to common natural myths. Spend the week investigating wildlife urban legends and amazing animal adaptations.
6	Jul 11-15	Wacky Water	Cool down and get wet. This week is devoted to water. Play wacky games, go fishing, creek walking, and discover water's many amazing properties.
7	Jul 18-22	Time Travelers	Whether it be Ancient Greek mythology or the settling of the Wild West campers will have fun traveling through history. From dinosaurs to the distant future, you will see it all. Each day will be devoted to a different era.
8	Jul 25-29	World Cultures	Travel the world without leaving Illinois. Visit a different culture daily and enjoy foods, customs, and natural wonders from all over of the earth.
9	Aug 1-5	Wilderness Survival	Get ready for a week of adventure! Make shelters, learn to build a fire, use compasses, and increase your camping skills!

KNEEHIGH CAMP (Ages 3-4, toilet training required)

KINDER CAMP (Ages 5-6, entering Kindergarten)

Natural habits start early. These half day Nature Day Camp programs are created to spark young children's interest in the world around them and provide a positive introduction to both day camp and the outdoor world. Preschool camps run **Monday-Friday 8:30-12pm, June 6-July 29**. Camper drop-off is between 8:15-8:30am. Official activities begin at 8:30am. Occasional field trips are also planned which will change drop-off locations, be sure to check your child's schedule for details. Campers will go outside, please dress them accordingly and bring a water bottle. Snack is provided. A daily sample schedule is listed below:

8:15-8:30am	Camper drop-off, self-directed gathering activities @ <i>the Nature Center</i>
8:30-10:00am	Introduction to daily topic, programmed activity time
10:00-10:30am	Bathroom break/snack
10:30-11:30am	Programmed activity time
11:30-11:45am	Clean-up, departure activities
11:45-Noon	Camper pick-up

CRYSTAL LAKE CAMP (Ages 6-8, completed Kindergarten)

EARTHSCOPE CAMP (Ages 9-12, completed 3rd grade)

Your camper will become an outdoor explorer! These full day Nature Day Camp programs will expand your child's knowledge of natural concepts and the world around them. Full Day Camps run Monday-Friday 8:30-3pm, June 6-August 5. Camper drop off is between 7:30-8:30am at the nature center. Official activities begin at 8:30am, campers move to the North Woods Pavilion in Crystal Lake Park. Campers will go on occasional field trips throughout Urbana parks and the C-U community as well as afternoon recreational swim at the Urbana Indoor Aquatic Center twice a week. Campers will travel long distances via the MTD. Campers must **bring a morning snack, lunch, and water bottle daily**. Campers spend the day outside, please dress them accordingly and bring a water bottle.

NATURE EXTENDED CAMP (Ages 6-8, enrolled in full day camp)

Full Day Nature Day Campers (Crystal Lake & Earthscope) can end the day with various supervised recreational activities in Extended Camp. Extended Camp runs Monday-Friday 3-5:30pm, June 6-August 5. Participants must be enrolled in a corresponding full day Nature Day Camp. Campers are gathered by staff after full day camps and spend their afternoon playing games, creating crafts and enjoying other activities like swimming, movies, and special guests. Camper pick-up will be at the Indoor Aquatic Center on swim days. Campers will go outside, please dress them accordingly. Afternoon snack is provided.

Campers may be picked up at any time during the Extended Camp hours. If you know in advance when you will be arriving, please call the nature center 384-4062 to make arrangements or give a note to your child's leader to ensure that your child is waiting at the agreed upon location at the appropriate time. The camp schedule varies daily, so camp staff will do their best to locate where your child's group will be when you arrive and direct you to that location

Parents are encouraged to discuss program plans with their child's leader. A sample schedule is as follows:

3:00-3:15pm	Extended Camp campers are gathered by staff for their afternoon activities
3:15-3:45pm	Snack and Bathroom break
3:30-5:15pm	Programmed activity time and/or free swim at the Indoor Aquatic Center
5:15 -5:30pm	Clean-up and Camper Pick-up- @ the Nature Center. (Camper pick-up is at the Indoor Aquatic Center on swim days.)

ANIMAL ADVENTURE CAMP (Ages 6-12, completed Kindergarten)

Animal Adventure Camp is sponsored and coordinated by the Champaign County Humane Society and held at the Anita Purves Nature Center **Aug 8-12th**. Ages 6-8 meet Monday-Friday, 8-12pm, camper drop-off is between 7:30-8am. Ages 9-12 meet Monday-Friday, 1-5pm, camper drop-off is between 12:30-1pm. Campers experience a week filled with pet-related games, lessons and crafts. They will enjoy daily interactions with “animal ambassadors” and learn about their care in a fun and safe manner. They will also meet members from the community who work to help animals every day. **Please alert the leaders if your child has any allergies.** Campers spend their last day of camp at the Champaign County Humane Society (Drop off and pick-up will be at the Humane Society on that day). Snacks and beverages are provided daily.

Parents are encouraged to discuss program plans with their child’s leader. A sample schedule is as follows:

7:30-8:00am	Camper drop-off and choice activity time off at the Nature Center
8:00 - 10:00am	Programmed activity time
10:00-10:30am	Bathroom break/snack
10:30-11:30am	Programmed activity time
11:30-11:45am	Clean-up, departure activities
11:45-Noon	Camper pick-up

SUMMER DAY CAMPS- COMMUNITY & ARTS

SCHOOL’S OUT FOR SUMMER

School’s Out for Summer (ages 5-13) is held at the Phillips Recreation Center. This camp will meet **May 31-June 3**. Get ready for the summer by traveling around town to see what Urbana-Champaign has to offer you while hanging out with old friends and making new ones! Each day you will participate in different games and activities and ride the MTD to various field trip locations. Be sure to bring your swimsuit, sunscreen, and towel each day- we plan to get very messy and wet! Campers must bring a morning snack, lunch, and beverage. Drop off and pick up for this camp is at the Phillips Recreation Center.

NOTE: Any days when Urbana School District classes are in session, camp will be canceled.

A sample schedule is as follows:

7:30 - 9:00 a.m.	Group gathering activities
9:00 - 10:30 a.m.	Programmed activity time
10:30 - 11:00 a.m.	Snack break
11:00 a.m. - 12:00 p.m.	Programmed activity time
12:00 - 1:00 p.m.	Lunch and free-time activities
1:00 - 3:00 p.m.	Programmed activity time
3:00 - 3:30 p.m.	Snack break
3:30 - 5:30 p.m.	Programmed and departure activities

EXPLORATION CAMP

Exploration Camp (ages 5-13) is held at the Phillips Recreation Center. This camp will meet **August 8-12**. Are you one of the fortunate kids who don't have to go back to school yet? Celebrate the end of summer by taking field trips to swimming pools, movie theatres, skating rinks, and more, as well as participating in exciting activities and games before heading back to the classroom. This is your last hurrah! Encourage your friends to register and make the most out of your last few days of scholastic freedom! Campers must bring a morning snack, lunch, beverage, and swimming gear daily. This camp meets at the Phillips Recreation Center.

A sample schedule is as follows:

7:30 - 9:00 a.m.	Group gathering activities
9:00 - 10:30 a.m.	Programmed activity time
10:30 - 11:00 a.m.	Snack break
11:00 a.m. - 12:00 p.m.	Programmed activity time
12:00 - 1:00 p.m.	Lunch and free-time activities
1:00 - 3:00 p.m.	Programmed activity time
3:00 - 3:30 p.m.	Snack break
3:30 - 5:30 p.m.	Programmed and departure activities

SUMMER ARTS CAMP

Summer Arts Camp (ages 6-12) is held at the Phillips Recreation Center Monday through Friday. Activities are planned around themes and areas designated by their sessions. Budding artists can spend the summer with us focusing on the visual and performing arts: painting, sketching, collage, printmaking, mixed media, sculpture, and playwriting to name just a few. Each camper will learn new art terms and techniques, and will gain valuable friendships at the same time! Drop off begins at 7:30 a.m. with official activities beginning at approximately 8:30-9 a.m. Please make sure to dress your camper appropriately; creativity can get messy! Campers will ride MTD buses for field trips, have open playtime at the Phillips Recreation Center playground and swim up to two times a week. Bring a sack lunch, morning snack, and beverage each day. Camp fee includes an Arts Camp T-shirt. Camp does not meet on July 4.

Camp Sessions and Dates

<u>Session</u>	<u>Date</u>	<u>Theme</u>
1	June 6 - 10	Painting and Drawing I
2	June 13-17	Painting and Drawing II
3	June 20-24	Photography
4	June 27-July 1	Mixed Media
5	July 5-8 (no camp July 4)	Eco-friendly Art
6	July 11-15 (includes a UPD camp-wide field trip location TBA)	Pop Art
7	July 18-22	Singing and Dancing
8	July 25-29	Sculpture
9	August 1-5	Creative Writing, Playwriting, and Poetry

Though each day is different, a sample schedule is as follows:

7:30 - 8:30 a.m.	Group gathering activities
8:30 - 10:30 a.m.	Programmed activity time
10:30 - 11:00 a.m.	Snack break
11:00 a.m. - 12:00 p.m.	Programmed activity time
12:00 - 1:00 p.m.	Lunch and free-time activities
1:00 - 3:00 p.m.	Programmed activity time and clean up

SUMMER ARTS EXTENDED CAMP

Summer Arts Extended Camp is for participants in Summer Arts Camp. Campers may register to end their day with planned recreation activities at the Phillips Recreation Center. Campers will join together to participate in activities including games, crafts, sports, movies, quiet play and playground time. This afternoon extended camp runs from **3:00-5:30 p.m.** and includes an afternoon snack. Dependent on weather, campers will swim up to two times a week. Campers must be registered in the corresponding daylong camp.

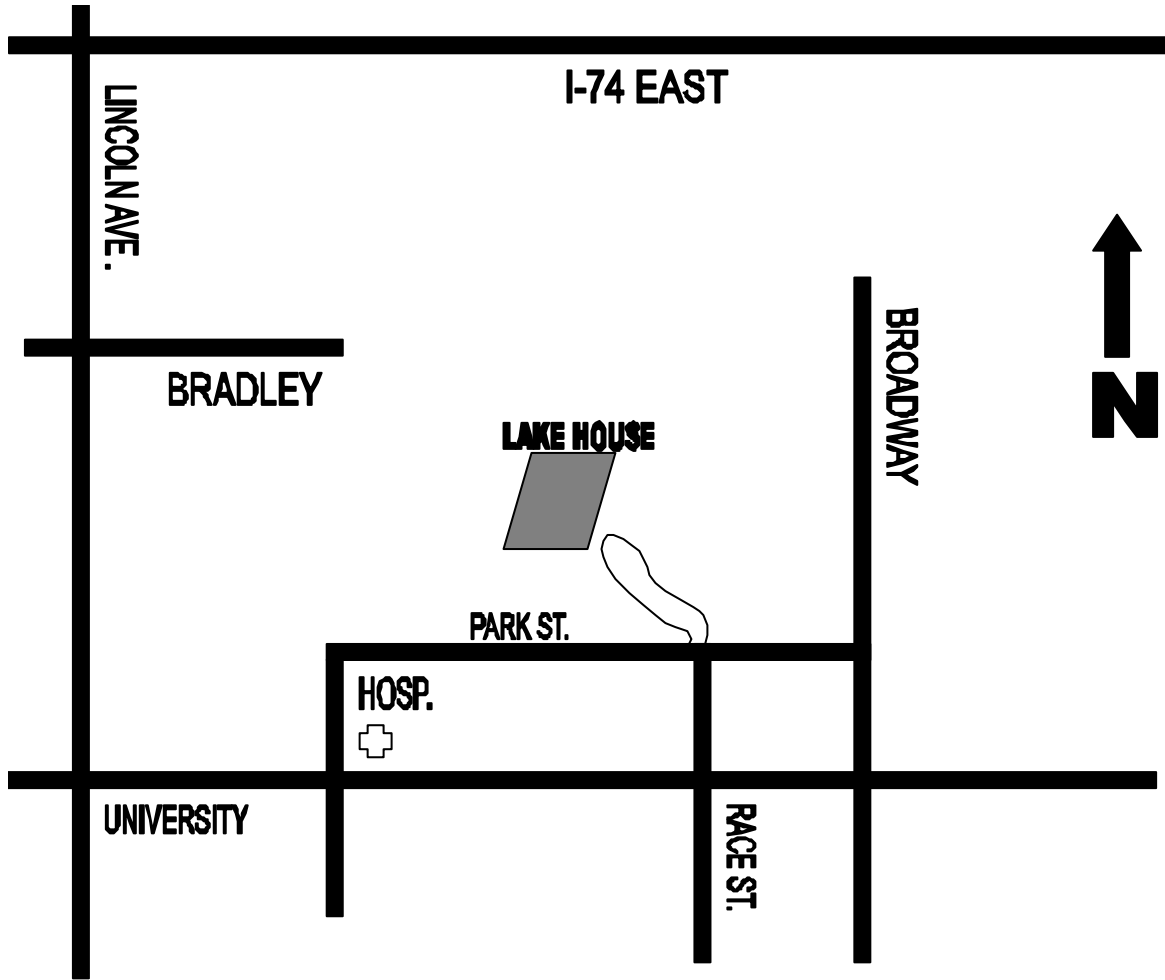
TEENS IN ACTION CAMP

Teens in Action Camp (entering grades 6-8) is based out of the Phillips Recreation Center. This camp focuses on giving back to the community through service projects at various locations around Urbana-Champaign. We invite you to challenge, inspire, and energize yourselves this summer. Please bring a sack lunch, snack, and beverage each day. Campers will travel by MTD bus on all in-town field trips. *Teens in Action Camp will meet Monday, Wednesday, and Friday from 10a.m.-2p.m.*

<u>Camp Sessions and Dates</u>	
<u>Session</u>	<u>Date</u>
1	July 11-15
2	July 18-22
3	July 25-29

Urbana Park District Lake House in Crystal Lake Park:

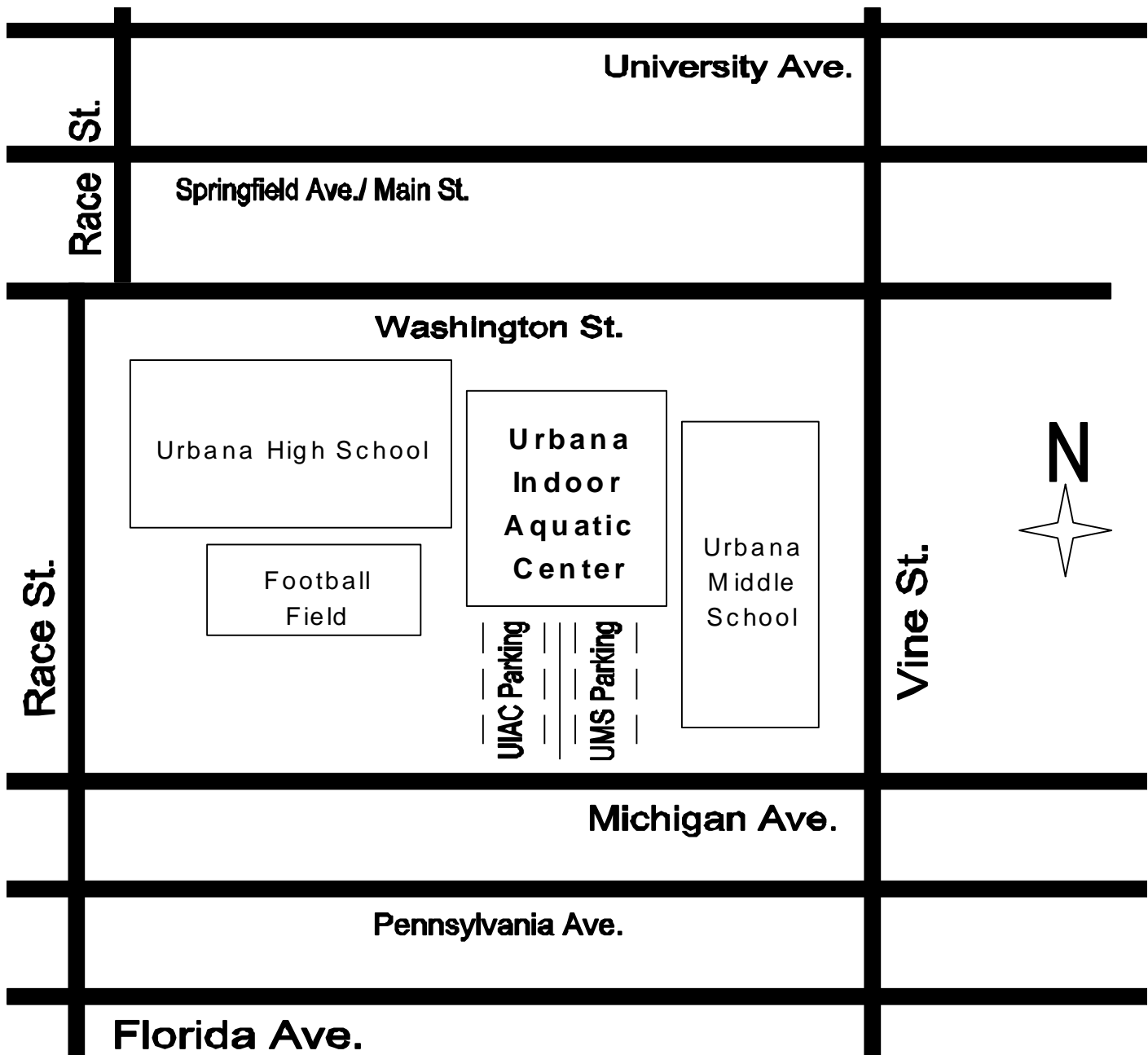
206 W. Park Street
Urbana, IL 61801
(217) 328-1069



Urbana Indoor Aquatic Center

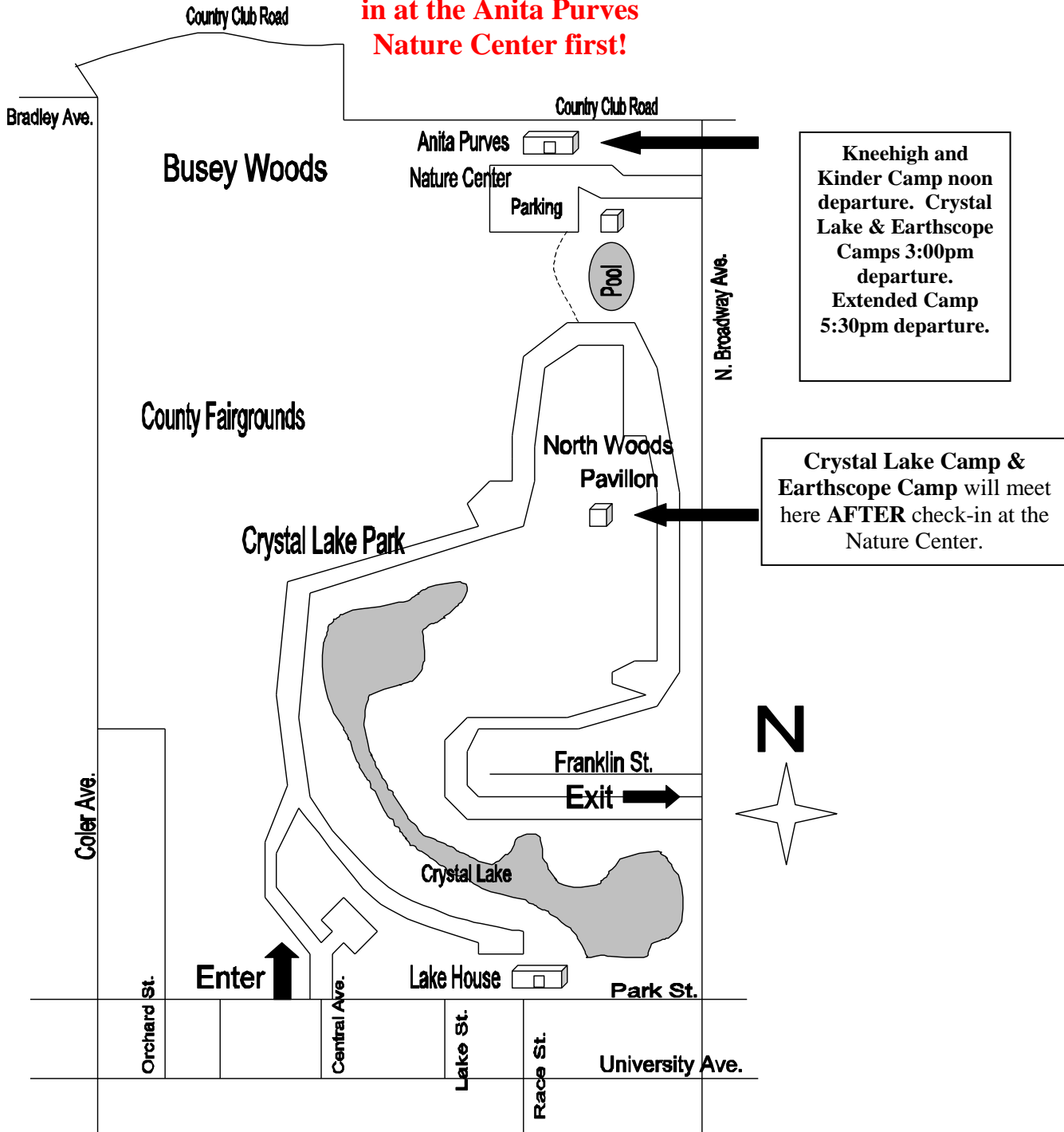
102 E. Michigan Ave.
Urbana, IL 61801
217-384-7665

Parking for the Urbana Indoor Aquatic Center is in the two west rows of the parking lot off of Michigan Avenue. Parking is free.



Nature Day Camp Map

All Nature Day Camp participants need to check in at the Anita Purves Nature Center first!



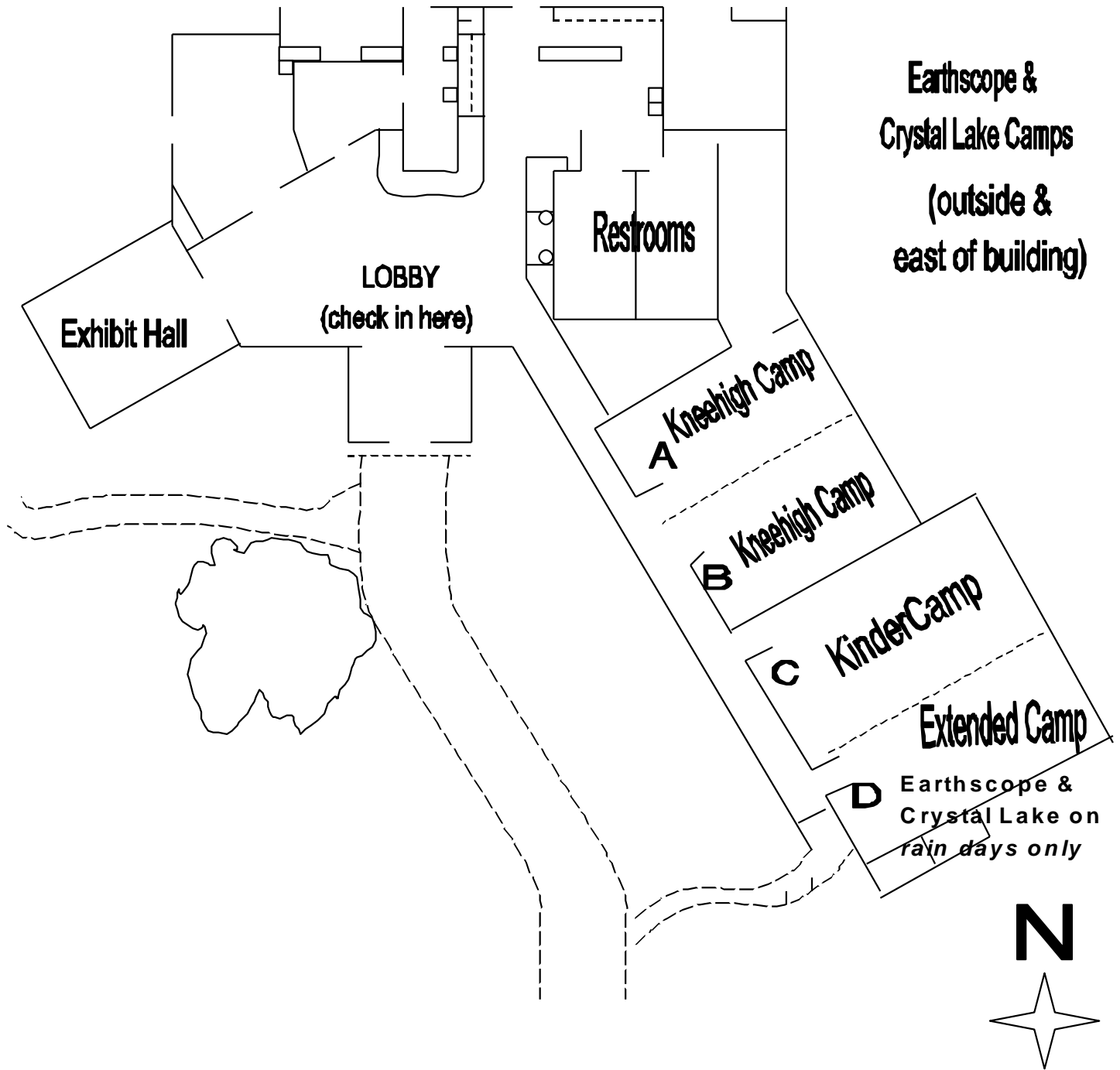
Anita Purves Nature Center

1505 N. Broadway Ave.

Urbana, IL 61801

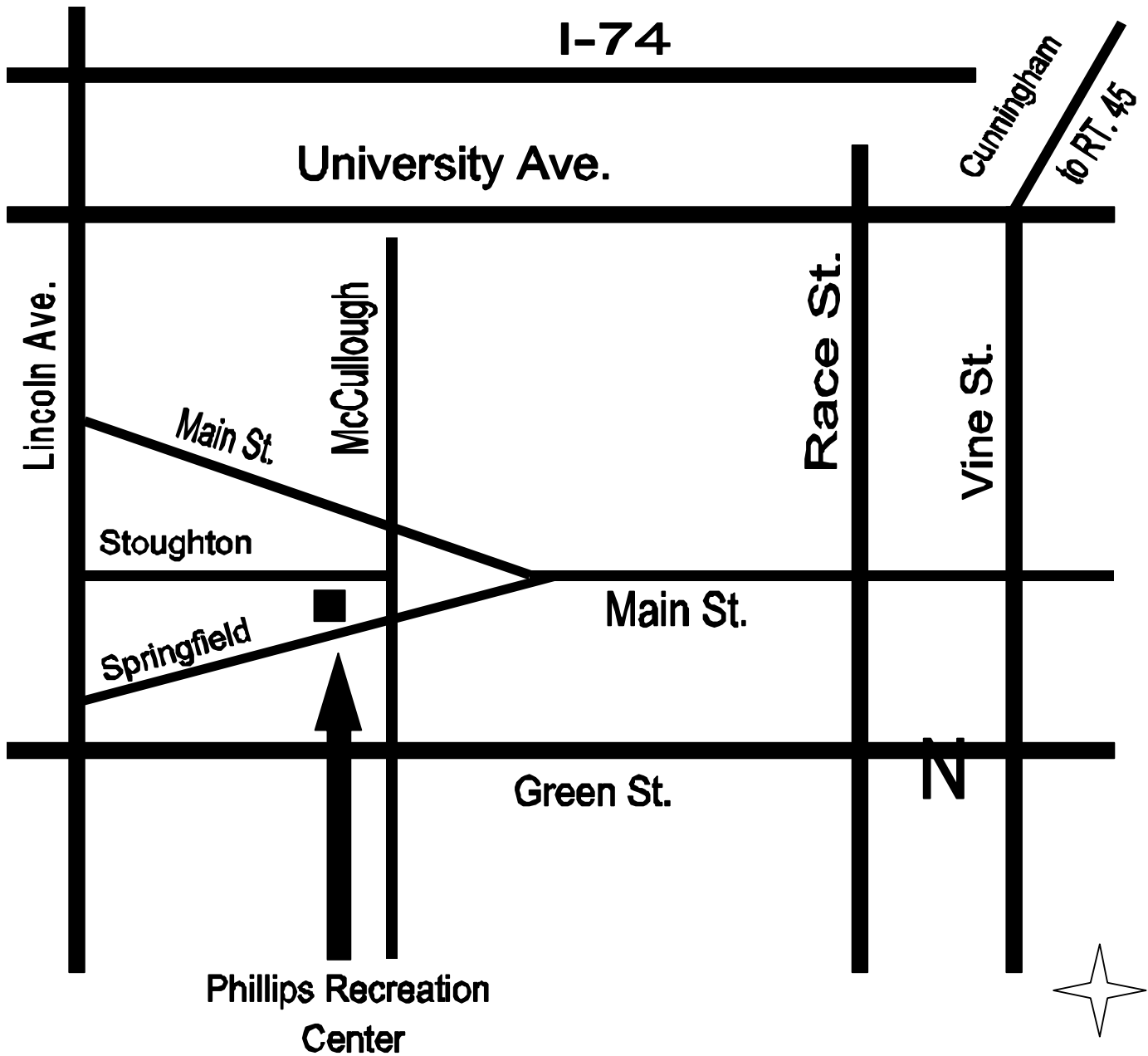
217-384-4062

Nature Day Camp Map
Arrival Locations



Phillips Recreation Center

505 W. Stoughton St.
Urbana, IL 61801
Corner of Springfield and McCullough
217-367-1544



Urbana Park District Brookens Gymnasium

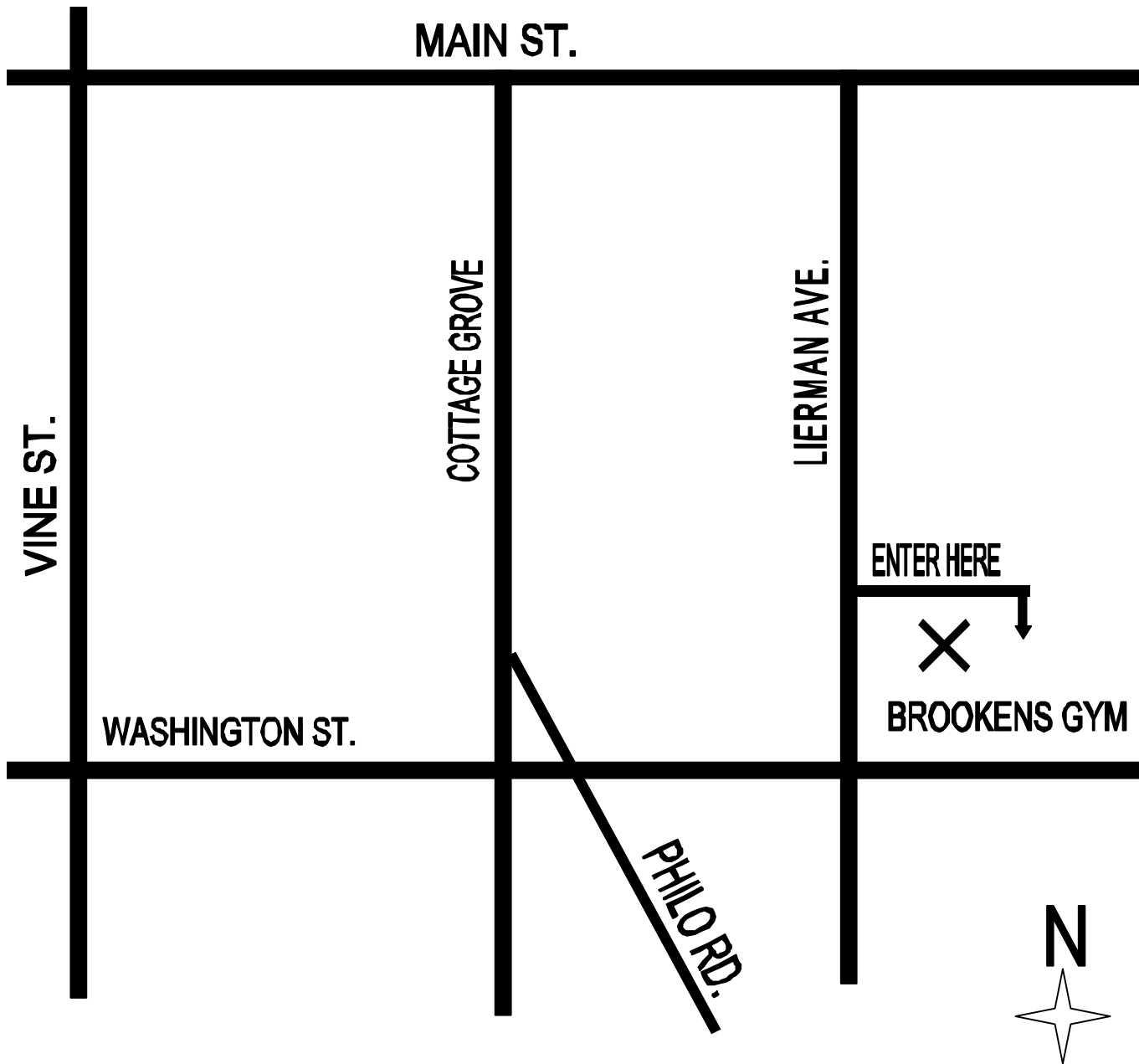
Brookens County Administration Building, Pod 400

1776 E. Washington St.

Urbana, IL 61802

217-344-9583

Athletics Hotline: 217-367-9575



CAMPER INFORMATION FORM and CAMP RULES AND DISCIPLINE GUIDELINE FORM

To save you time at your check-in location, please complete the following forms and return them at **least 2 weeks prior to the beginning of the first camp for which you have registered.** One form is required for each child in camp.

Please return to: **Urbana Park District, 505 W. Stoughton St., Urbana, IL 61801**

Or FAX to: (217) 367-1592. (Please call 367-1544, ext. 0, to confirm receipt of your FAX.)

Only campers with **completed Camper Information Forms and Camp Rules and Discipline Guidelines Forms on file** will be permitted to participate in the camp program.

Camps will NOT meet on July 4th.

All campers using the payment plan must fill out either an **ACH Participant Authorization Form** or an **Automatic Credit Card Payment Authorization Form**. No child may register without one of these forms unless paying in full at the time of the registration.

COMMON MISTAKES

The following are common mistakes made when completing the **Camper Information Form**. Please check the form carefully before returning it and complete a separate one for **each child**. The information is required for the care and safety of each child.

1. **Child's Birthday**: Please list the correct date and remember to include the year.
2. **Emergency**: Please list **ALL** guardians **including the person completing the form**. Also, list complete phone numbers.
3. **Medical Information**: Please be as specific as possible! Include the name of medication, what it is for, when it is to be taken, and proper dosage amount. If your child takes medication that he or she usually administers on his or her own, please include that information.
4. **Driver Designation**: List all the adults to whom you give consent to pick up your child including parents or guardians. Please list phone numbers even if they have been listed on the other side of the form. **Don't forget yourself.**
5. **Waiver Signature**: Do not forget to read, sign, and date the field trip permission and program waiver.

DESIGNATED ADULTS

You must exit your vehicle to deliver or pick up your camper. All campers must be signed in and signed out each day. Though this may take a few extra moments of your time, it is a necessary security measure. **No child will be allowed to leave unless accompanied by a designated adult.** Designated adults may be added or deleted to the Camper Information Form at any time. **The parent or legal guardian may call 367-1544, ext. 0, to make changes.**

2011 Camp Payment Schedule

Start Date (the weeks of)	Payment Due Date
May 31, June 1, 2, 3, June 6-10, June 13-17	May 20
June 20-24, June 27-July 1	June 10
July 5-8, July 11-15,	June 24
July 18-22, July 25-29	July 8
Aug 1-5, Aug 8-12	July 22

URBANA PARK DISTRICT- Camper Information Form

IMPORTANT: In order to help us get to know your child more fully, please complete and return this form to the Urbana Park District **IMMEDIATELY**. No child will be permitted in the program until this form is completed. Please return at least two weeks prior to the start of camp. ***Please complete a separate form for each child.***

Please circle ALL of the camps your child will attend.

Camps	Dates													
	5/31	6/1	6/2	6/3	6/6-10	6/13-17	6/20-24	6/27-7/1	7/5-8	7/11-15	7/18-22	7/25-29	8/1-5	8/8-12
School's Out for Summer!	8135	8136	8137	8138										
Summer Arts Camp					8114	8115	8116	8117	8118	8119	8120	8121	8122	
Summer Arts Camp Extended					8123	8124	8125	8126	8127	8128	8129	8130	8131	
Teens in Action Camp										8132	8133	8134		
Exploration Camp														8169
Animal Adventure Camp 6-8														7911
Animal Adventure Camp 9-12														7912
Kindercamp					7861	7865	7866	7867	7868	7869	7870	7871		
Kneehigh Nature Camp					7850	7854	7855	7856	7857	7858	7859	7860		
Crystal Lake Camp					7872	7877	7878	7879	7880	7881	7882	7883	7884	
Earthscope Camp					7885	7890	7891	7892	7893	7894	7895	7896	7897	
Nature Extended Camp					7898	7903	7904	7905	7906	7907	7908	7909	7910	
Sports and Aquatics Camp					8048	8049	8050	8051	8052	8053	8054	8055	8056	8159
Sports and Aquatics Camp Extended					8057	8058	8059	8060	8061	8062	8063	8064	8065	8160

Child's Name _____ Birthdate _____ MC# _____ (Office Use)

Address _____ Gender: _____ Male _____ Female

Entering Grade: _____ (in Fall 2011)

Parent's Email Address _____

In the event of an emergency, contact the person(s) listed below.

Parent/Guardian name _____ Home Phone _____ Work Phone _____

Parent/Guardian name _____ Home Phone _____ Work Phone _____

Physician to call in an emergency:

Name _____ Phone _____ Hospital _____

Any allergies, asthma, diabetes, epilepsy or other conditions that could pose a medical problem? _____ Yes _____ No

If yes, please describe: _____

Other Concerns or problems staff should be aware of: _____

If your child is taking medications, please list and explain.

Medication: _____ Why: _____

Medication: _____ Why: _____

I understand that my child must be picked up promptly every day and that a **\$5 per 15 minutes** late pick-up fee will be charged. ONLY the names listed below have permission to pick up my child from camp. **Please include parents/guardians also.**

Name	Relationship to child	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

No child will be allowed to leave his/her counselor unless accompanied by a designated adult.

I authorize the Urbana Park District staff to take my child on all field trips as associated with this program. I understand that my child will either walk or be transported by public transportation on field trips and that I will receive notification of these trips at least 24 hours prior to each trip. I may withdraw my permission for any specific activity by contacting and making alternative arrangements with the camp supervisor at least 12 hours prior to the activity.

I also understand that the Urbana Park District will not be responsible for any injuries or claims of damage of any kind arising out of this activity. Participation in this activity shall be considered an agreement to disclaimer by those participating, and their parents.

I authorize the Urbana Park District staff to take whatever emergency medical measures are deemed necessary for the protection of my child while she/he is in their care. I understand that this authorization includes calling the physician named above, implementing his/her instructions and transporting my child by ambulance to a hospital or clinic if I am unable to be reached. I understand that I must pay any and all expenses incurred in such visits.

Parent/Guardian

Date

RETURN THIS FORM BY MAIL OR FAX TO:
Urbana Park District
Phillips Recreation Center
505 W. Stoughton St.
Urbana, IL 61801

FAX: (217) 367-1592
PHONE: (217) 367-1544, ext. 0

Urbana Park District

CAMP RULES AND DISCIPLINE GUIDELINES

The goal of Urbana Park District Summer Camps is to provide a safe, positive, and fun environment. Please read over the following camp expectations with your camper and sign the agreement at the bottom.

Urbana Park District Behavior Code

In keeping with the Urbana Park District's goals, we encourage fun for all participants. However, certain rules are necessary to ensure everyone's safety and enjoyment. The following behavior rules apply to all participants in UPD programs. Failure to follow these rules can result in dismissal from programs.

Participants shall:

1. Demonstrate respect to other participants/staff.
2. Use appropriate language.
3. Respect the physical and mental well being of themselves, other participants and staff.
4. Use equipment, supplies and facilities as they are meant.
5. Refrain from participation in unlawful activities.

Expectations for Summer Camp

- Have fun and meet new friends!
- Be respectful and kind to each other: never hurt anyone inside or out. (Fighting, bad language, aggressive and non-cooperative behavior, or destruction of property is not allowed.)
- Listen and respect staff by following directions and rules.
- Stay with your assigned group at all times!

The UPD Summer Camp program revolves around choices. Counselors and staff will do their best to work with campers in helping them make the best behavior choices. Counselors and staff will follow the steps outlined below in reinforcing positive behavior and changing any negative behavior.

Positive Reinforcement: Staff will strive to give as many positive comments and as much recognition as possible to campers who are meeting expectations.

Friendly Reminder: Staff will give a quiet reminder, explain any inappropriate behavior, and let the camper know what is expected and the consequences associated if the negative behavior continues.

Time Out: Staff may use a time out period to redirect and refocus camper's behavior.

Conference with Supervisor: Staff will inform the supervisor if a problem continues. A written discipline report will be given and shared with the child's parents.

Parent Phone Call: If problems continue, the camp supervisor will contact the child's parents. The parent may be asked to come and pick up their child for the remainder of that day.

If a parent is called twice, the third incident in one session that results in a phone call will result in removal of the child from camp. No refunds will be issued.

Major Rule Violations: These include any aggressive actions taken from one camper toward another, from a camper to a counselor, or blatant disregard of the rules by a camper. These violations include aggressive or physical contact (pushing, shoving, hitting, fighting, etc.); any verbal abuse (cursing, threats, taunting, teasing, etc.); destruction of property (other campers' belongings, camp materials, or public property). These violations will be dealt with as follows:

- First offense: A written discipline report will be given and the parent(s) will be contacted by phone. Depending upon the severity of the offense, the parents may also be asked to pick up the camper immediately, and the camper may be dismissed from camp, with no refund of camp fees.
- Continued violations of a major rule could result in expulsion from camp. No refunds are issued.
- If a child is removed from two different camps, they will not be able to enroll in any more UPD camps for the summer. Reinstatement to camp in future seasons will be conditional in that a first offense in future camps will result in a final dismissal with no future reinstatement.

I understand that the UPD Summer Camp Programs are here to give me the opportunity to participate in new activities. I realize that I must conduct myself in an acceptable manner at all times for myself and others to benefit from this program.

Participant's Name (please print) _____

Participant's Signature _____ Date _____

Parent's Signature _____ Date _____

ACH PARTICIPANT AUTHORIZATION FORM

This form authorizes the Urbana Park District to make electronic withdrawals from your account for summer camps.

AUTHORIZATION AGREEMENT FOR AUTHORIZED DEPOSITS (ACH DEBITS)

***Urbana Park District
303 W. University Ave.
Urbana. IL 61801***

Date Authorized: _____

Date Effective: _____

I hereby authorize URBANA PARK DISTRICT, hereinafter called COMPANY, to initiate debit entries for SUMMER CAMP FEES and to initiate, if necessary, credit entries and adjustments for any debit entries in error to the account indicated below and the depository named below, hereinafter called DEPOSITORY, to credit and/or debit the same such account.

PLEASE PRINT CLEARLY

DEPOSITORY NAME _____ BRANCH _____

CITY _____ STATE _____ ZIP _____

ABA NUMBER _____ ACCOUNT NUMBER _____

DEPOSITORY ACCOUNT TYPE: CHECKING _____ SAVINGS _____

I agree to surrender to COMPANY an unused and voided personal check from DEPOSITORY as verification for depository account stated above.

This authority is to remain in full force and effect until all camp fees have been paid in full or until COMPANY has received written notification from me of its termination in such a manner as to afford the COMPANY and DEPOSITORY a reasonable opportunity to act on it.

Name _____ Soc. Sec. Number _____ - _____ - _____
(Please print)

Home Phone _____ Work Phone _____ Cell _____

SIGNATURE _____ Date _____

Date received: _____ ***Received by:*** _____

AUTOMATIC CREDIT CARD PAYMENT AUTHORIZATION FORM

This form authorizes the Urbana Park District to make automatic charges to your credit card for summer camps fees.

AUTHORIZATION AGREEMENT FOR CREDIT CARD PAYMENTS

**Urbana Park District
303 W. University Ave.
Urbana. IL 61801**

Date Authorized: _____

Date Effective: _____

I hereby authorize URBANA PARK DISTRICT to initiate debit entries for SUMMER CAMP FEES and to initiate, if necessary, credit entries and adjustments for any debit entries in error to the account indicated below and the depository named below, to credit and/or debit the same such credit card account.

PLEASE PRINT CLEARLY

Authorized Name _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Work Phone _____ Cell _____

CREDIT CARD INFORMATION

Cardholder's Name _____

Credit card # _____ - _____ - _____

Expiration Date _____ - _____

This authority is to remain in full force and effect until all camp fees have been paid in full or until the URBANA PARK DISTRICT has received written notification from me of its termination in such a manner as to afford the Urbana Park District and Credit Card Company a reasonable opportunity to act on it.

SIGNATURE _____ **DATE** _____

Date received: _____ **Received by:** _____



URBANA PARK DISTRICT SUMMER CAMP REGISTRATION FORM

Phone: 217-367-1544
Fax: 217-367-1592
EMAIL PRINT
F - P - M - I - E

Parent/Guardian _____ MC ID# _____ Birth Date _____

Home Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____ Emergency Phone _____

Work Phone _____ Work Phone belongs to _____ E-Mail _____

1 st Child's Name	Birthday	Grade	Code	Camp Name	Start date	Cost
	T-Shirt Size					
Allergies and Special Needs						
If you choose to withdraw from a camp, a \$25 withdrawal fee per camp, per child will apply.					TOTAL	

R/ NR FOR OFFICE USE: TPB

Amount \$ _____

Check _____

Cash Receipt # _____

Date Received _____

Date Entered _____

Taken by _____

Entered by _____

Must complete when using VISA, Master Card, or Discover

Name Cardholder _____

Card Number _____ - _____ - _____ - _____

Expiration Date ____/____/____ Charge Amount _____

Authorized Signature _____

ADDITIONAL SPACE ON BACK

