



# City of St. Charles Parks & Recreation Department

## Summer Fun Day Camp

### 2022 Parent Manual



# Summer Fun Day Camp

Thank you for your interest in the City of Saint Charles Parks and Recreation Summer Fun Day Camp Program! Our primary goal is to offer your child a safe and fun environment to learn, grow, experience new adventures and interact with other children.

Along with all of our programs, the Summer Fun Day Camp is inclusive. This means campers with all abilities are welcome and included in participation of our Summer Fun Day Camp program. Our staff can provide reasonable accommodations to assist a child with a disability to facilitate participation. Some examples of this are a lower camper to staff ratio and having a trained inclusion support staff. The minimum requirement for inclusion in the program is meeting the age and registration guidelines. Campers should also be able to follow the Code of Conduct and participate in the majority of camp activities with or without a reasonable accommodation or assistance.

The Summer Fun Day Camp Program is:

- a program that provides the opportunities for your child to gain social skills and create friendships
- a program that campers can learn about nature and improve motor skills
- a safe environment for your child to enjoy a variety of activities supervised by trained staff, including games, sports, swimming, field trips and much more
- flexible with the ability for your child to experience the outdoors along with having available space inside in case of rain or extreme heat.

The Summer Fun Day Camp Program is not:

- for your child if they do not like to be outside and/or do not like physical activity
- program where staff creates a schedule of activities just for your child
- a program where camp staff is available to assist with feeding, toileting or changing clothes. If your camper needs this type of help, you can hire an individual to take care of those needs.

Summer Fun Day camp has outstanding counselors that are CPR and First Aid Certified who receive extensive training to best serve you and your child throughout the summer. We pride ourselves in going above and beyond to make sure your child has an exciting and unforgettable experience! During Summer Fun Day Camp, from 9:00 a.m. to 3:00 p.m., the counselor to child ratio is 1:10. Program participants are directly supervised by staff at all times. During the Sunrise/Sunset camp the counselor to child ratio is approximately 1:25 because the program participants are in a more controlled environment. For all off-site field trips and each day at pool time the counselor to child ratio is 1:5.

Summer Fun Day Camp Program provides program participants with fun summer activities, field trips, pool time and more! This program is open to all participants' ages 6-14 years old. A five year old who has completed kindergarten may register after approval of the Recreation Coordinator. Pre-registration is required for all participants. Registration is taken on a week by week basis. Day camp will not be cancelled if extreme heat or threatening weather approaches; rather we have indoor facilities to continue with routine programming. If your child needs special accommodations, please notify staff at the time of registration or contact the Recreation Specialist.

## **Program Contact Numbers**

**Parks and Recreation Administration Office..... 636-949-3372**  
Blanchette Park - 1900 Randolph, St. Charles, MO 63301  
Monday – Friday, 8:00 a.m. - 5:00 p.m.

**For registration, payment, or other inquiries, please call the Park Office or visit [www.stcharlesparks.com](http://www.stcharlesparks.com)\***

**Blanchette Day Camp Director**  
**Blanchette Camp Phone .....636-389-3214**  
(Answering machine 24-7)

**Wapelhorst Day Camp Director**  
**Wapelhorst Camp Phone .....636-866-8205**  
(Answering machine 24-7)

**Information Hotline ..... 636-944-6001**  
(Blanchette Day Camp, Extension #10 and Wapelhorst Day Camp, Extension #11)

**Recreation Specialist..... 636-448-9563**

**Adi Naumann, Recreation Coordinator..... 636-949-3579**

**Emergency Contact..... 636-541-1863**

## **Program Dates and Hours**

The 2022 Summer Fun Day Camp Program is for eleven consecutive weeks, starting Tuesday, May 31st through Friday, August 12th.

Regular Camp hours are: 9:00a.m. - 3:00p.m.  
Sunrise Camp hours are: 6:30a.m. - 9:00a.m.  
Sunset Camp hours are: 3:00p.m. - 6:00p.m.

Note: There will be NO camp on Monday, May 30th in observation of Memorial Day, and Monday, July 4th, in observation of Independence Day.

## **Fees, Registration, and Payment Policy**

The program fee is per week and per child. Fees are all inclusive and are not prorated by day (no exceptions). Each program participant will receive one program T-shirt during their first week of camp. All supplies and field trip admissions are included in the program fee. All payments must be made at the Parks and Recreation Office, online or over the telephone by calling the Parks and Recreation Office at 636-949-3372. Staff at camp is not permitted to accept any form of payment.

1. The first two weeks of camp requires full payment at the time of registration. To reserve your child’s place for additional weeks, you may do so by registering per week with a \$50 non-refundable, non-transferable deposit per participant. The deposit will be applied to the total amount due for the additional weeks registered.

2. The Parks and Recreation Department Cancellation Policy requires participants cancelling an activity (week of camp) less than 14 days prior to the scheduled activity will not receive a refund. Refunds for participants cancelling more than 14 days prior to the start of the scheduled activity will not receive a refund of the \$50 deposit. Please refer to the chart below for per week, per participant fees.

3. The resident rate applies to only City of St. Charles residents and will require proof of residency at the time of registration.

4. Full Payment for Summer Fun Day Camp and/or Sunrise/Sunset Camps is due 14 days prior to the week of camp. This is to ensure staff scheduling, program supplies and field trip reservations are accurate for all enrolled program participants. If you have not made full payment 14 days prior to the week of camp, participant registration is subject to cancellation without refund of deposit.

5. No parent/guardian will be allowed to sign in or drop off a child into the Summer Fun Day Camp program who is not a registered program participant paid in full. Please see the payment deadlines below.

### **2022 Program Fees**

<b>Summer Fun Day Camp - Hours: 9:00a.m. - 3:00p.m.</b>		
<b>2022</b>	Resident	Non-Resident
Per Week Fee:	\$145.00	\$165.00
Week 1 & 6 Fee:	\$130.00	\$150.00

<b>Sunrise Camp - Hours: 6:30a.m.-9:00a.m.    Sunset Camp - Hours: 3:00p.m.-6:00p.m.</b>		
<b>2022</b>	<b>Both Sunrise &amp; Sunset</b>	<b>Either Sunrise or Sunset</b>
Per Week Fee:	\$80.00	\$50.00
Week 1 & 6 Fee:	\$70.00	\$40.00

<b><u>Week:</u></b>	<b><u>Full Payment Due:</u></b>
1. May 31-June 3	Full Payment Due at Registration
2. June 6-June 10	Full Payment Due at Registration
3. June 13-June 17	Monday, May 30th (THIS IS A HOLIDAY)
4. June 20-June 24	Monday, June 6th
5. June 27-July 1	Monday, June 13th
6. July 5-July 8	Monday, June 20th
7. July 11-July 15	Monday, June 27th
8. July 18-July 22	Monday, July 4th(THIS IS A HOLIDAY)
9. July 25-July 29	Monday, July 11th
10. August 1-August 5	Monday, July 18th
11. August 8-August 12	Monday July 25th

### **Camp at a Glance**

Weekly Schedule: Each day at camp, program participants will experience a variety of indoor and outdoor activities. These activities change each week and consist of the following: crafts, sports, games, cooking, team building, nature, fitness, music, and playground time. Program participants travel by age group to a variety of stations throughout the day in order to experience all of these different activities. Program participants will also visit one of our aquatic centers 3 times each week and will travel once a week to an off-site or on-site field trip! Please know that planned program or field trip locations are subject to change without prior notification.

#### **What campers should bring and wear each day to Camp**

CAMP T-SHIRTS MUST BE WORN DAILY. This is to ensure your child's safety. Program Participants ages 6-11 will wear an orange T-shirt and program participants ages 12-14 will wear a blue T-shirt. Additional T-shirts may be purchased from the Park Office, or online for \$7.00 each. Bring your printed receipt to camp to pick up additional T-shirts you purchased. It is important that your program participant is dressed appropriately for camp and the weather on a daily basis. Program participants should wear their camp T-shirt with comfortable clothing, socks and tennis shoes daily. Flip flops, sandals, and crocs are only permitted to be worn at the pool. Please apply sunscreen to your child each morning before arriving at camp. Staff will assist with reapplication throughout the day, if needed. Staff will do their best to keep program participants protected from the sun but we will need your cooperation by sending sunscreen daily. We prefer that you send spray on sunscreen to camp and have the bottle clearly marked with your program participant's name.

### **Personal Belongings:**

Campers are responsible for their own belongings. The City is not responsible for any program participant's personal possessions that are brought to camp and which may be lost, stolen, or broken. Each camp site has a designated Lost and Found area that we encourage parents/guardians to check frequently. Please notify a staff member or Camp Director if something is lost.

- All articles brought to camp should be clearly marked with the child's name, including camp T-Shirts.
- Cell phones or any electronic devices, toys, games or items deemed inappropriate by staff should NOT be brought to camp. If any of the above items are brought to camp, they must remain in the campers backpack or lunch box at all times.
- No skateboards, scooters or wheeled shoes are permitted.
- On swim days, each program participant should bring their belongings in a bag that is marked with their name. Please do not share bags between siblings as they may not be swimming at the same designated time each day.

### **Lunch**

Summer Fun Day Camp participants will need to bring non-perishable lunch, drink and snack EVERY day. In addition to a drink for lunch, please send a water bottle with your camper each day. Water fountains and water coolers are made available for campers to refill their water bottles throughout the day. Please send their lunch in a small cooler or lunch box that is clearly marked with their name. It is advisable to pack an extra snack for your child, especially if they are enrolled in Sunset Camp. Program participants will not be allowed to "trade" or give their lunch/snack items to other campers. Program participants are not permitted to bring or distribute any "homemade" or store bought items of any kind to program participants or staff members.

**NOTE:** For certain field trips, campers will need to bring their non-perishable lunch, drink and water bottle in a disposable sack/brown bag. The weekly newsletter will state specifically when a disposable sack/brown bag lunch is needed. Please refrain from sending the following on designated disposable sack/brown bag lunch days: ice packs, Tupperware, or silverware. It is highly recommended that campers are sent a snack in a separate bag to be eaten once they arrive back at camp and a disposable water bottle to carry on the field trip.

### **Parent and Guardian Communication**

A weekly newsletter for each camp location will be posted online at [www.stcharlesparks.com](http://www.stcharlesparks.com) each week. This newsletter will have important information you will need to know for the week regarding field trip instructions, swim days and any camp announcements. Program participants are only allowed to contact their parent/guardian if they are injured/feeling ill or a unique circumstance arises. Participants will always consult with the Camp Director/staff before a phone call is permitted. The Camp Director/staff will always dial and speak with the Parent/Guardian first before the participant. Parent/guardians are only to call the camp office and contact their child if there is a family emergency or important information that needs to be passed along to the child. The Camp Director will always answer the phone and speak with the parent/guardian before the program participant. We strongly encourage parent/guardians not to contact your child during camp hours because it disrupts their participation in activities and daily routine.

## **ePACT**

Instead of paper waivers and filing systems, Summer Fun Day Camp now uses the ePACT system. ePACT is a tool used by organizations and families to securely collect reliable and up-to-date information for all its members that can be accessed easily in cases of emergencies, big or small. This ensures better preparedness and paperless information resources for all members of an organization. Families and individuals participating in Summer Fun Day Camp must join ePACT and build an online account to store their information in a highly secure, web-based system. Parent/Guardians will use ePACT to check their child in to camp each day, check out of camp each day, complete their annual camper waiver, and receive information and updates from Summer Fun Day Camp staff. Within 24 hours of initial camp registration, Parent/Guardians will receive an email providing a link from ePACT that will direct them on how to set up their camper's account. Only one camp account needs to be set up per camper per summer.

## **CAMP SAFETY**

### **Emergency Contacts:**

A Consent Waiver Form must be completed online with our ePACT system by the parent or guardian for each participant prior to the first day at camp. Children cannot be signed into camp until the Parent/Guardian sets up their camper's ePACT account and all information is entered. It is very important that reliable emergency contacts are provided in the child's account and are always available to pick up the child in case of accident, illness, or behavior issue. No less than two emergency contacts and phone numbers must be provided. If at any time the emergency contacts change or additional contacts need to be added, please update the information in your camper's ePACT account.

### **Medication:**

Campers are not allowed to have medication of any kind in their possession during day camp hours unless otherwise noted on their Consent Waiver Form for emergency situations. If a camper does require medication during camp hours, then all medications will be given in accordance with the following policies:

1. The Parks and Recreation Department must have a completed Consent Waiver Form entered in the camper's ePACT account with each medication the child needs to take during camp hours. The Consent Waiver Form must be completed before the child may be signed in on the first morning of camp.
2. A Consent Waiver Form must be completed and signed by the Parent/Guardian for each child attending camp. Only the Parents/Guardians listed on the Consent Waiver Form will be allowed to make any changes to the Consent Waiver Form, including medical information.
3. All medication must be in the original container with the label affixed when given to the day camp director or staff member. A Parent/Guardian may provide up to one week of medication or may drop off and pick up the medication daily or as needed.
4. Parents/Guardians are responsible for making sure their child has the exact dosage(s) of medication at camp each day per the dosage instructions listed on the Consent Waiver Form and for picking up unused medication.

5. The child, accompanied by a counselor, is responsible for coming to the camp director to receive medication at the scheduled dosage time.
6. Staff will document all actions pertaining to medication at camp.

### **First Aid and Incident Reports:**

1. For minor cuts and scrapes, in which a child can administer his/her own band-aid, an accident report will not be completed.
2. For any other injury, or if staff is needed to administer a band-aid, an accident report will be completed.
3. Parent/Guardians will be made aware of minor injuries and will be required to sign the accident form at the time the child is picked up from camp for the day.
4. A parent/guardian will be notified immediately in the event of a severe accident, injury, or sudden illness, by the Camp Director, Site Assistant or Recreation Specialist and may be required to pick up the child from camp.
5. A parent/guardian or emergency contact listed on the Consent Waiver Form must be available at any time to pick up a child from camp.
6. If the child has head lice, he/she will be sent home and not allowed to return to the camp until nit free per state guidelines.
7. If your child is sick or feeling ill prior to camp, please do not send he/she to camp. We do not require notification if your child will be absent from camp. Fees are not prorated for camp absences.

### **In case of an emergency:**

1. In the event of an injury or medical condition that requires emergency medical care, we will attempt to contact the parent/guardian, primary, secondary and emergency contact (in that order).
2. In the event the parent/guardian, primary, secondary and emergency contact cannot be contacted, the child will be transported by ambulance to the nearest emergency room, which is SSM St. Joseph Hospital at 301 First Capitol Drive, St. Charles, Missouri 63301, or other medical facility deemed necessary by medical personnel to provide emergency medical care or treatment for the child.



**PARENT/GUARDIAN RESPONSIBLE FOR COST OF  
EMERGENCY MEDICAL CARE**

**1. THE CHILD'S PARENT OR GUARDIAN IS RESPONSIBLE FOR 100% OF THE COST OF EMERGENCY MEDICAL CARE, INCLUDING EMERGENCY MEDICAL TRANSPORTATION.**

**2. THE CHILD'S PARENT OR GUARDIAN IS RESPONSIBLE FOR THE COST OF CARE REGARDLESS IF THE CHILD IS TREATED AT A FACILITY OR BY MEDICAL PERSONNEL THAT IS IN OR OUT OF YOUR HEALTH INSURANCE NETWORK. WE RECOMMEND THAT YOU DETERMINE IF SSM ST. JOSEPH HOSPITAL IS COVERED BY YOUR HEALTH INSURANCE AND IS IN YOUR HEALTH INSURANCE NETWORK BEFORE PARTICIPATING IN THIS PROGRAM.**

**3. UNDER NO CIRCUMSTANCES WILL THE CHILD BE TRANSPORTED TO A FACILITY SOLELY FOR THE PURPOSE OF BEING TREATED AT A FACILITY THAT IS COVERED BY YOUR HEALTH INSURANCE OR IS IN YOUR HEALTH INSURANCE NETWORK.**

**4. A CHILD WHO HAS A MEDICAL EMERGENCY WILL NOT BE TRANSPORTED IN A CITY VEHICLE, EXCEPT POSSIBLY A CITY FIRE DEPARTMENT EMS VEHICLE.**

## **SUMMER FUN DAY CAMP - PARTICIPANT CODE OF CONDUCT**

**At camp, three simple rules are followed: Respect, Safety, and Responsibility. I will follow these rules and the Participant Code of Conduct to the best of my abilities at all times.**

1. I will be signed in and signed out by a Parent/Guardian each day before I enter or leave camp.
2. I will remain at camp and stay with my group and group counselor at all times.
3. I will listen and follow directions from all staff members at camp, the pool and on field trips.
4. I will be respectful to all staff, campers and the environment by treating others the way I would like to be treated.
5. I will show respect by using kind words, safe actions and will be fully responsible for my actions.
6. I will be careful not to hurt myself, other campers or staff by keeping my hands, feet, teeth or items to myself. I understand that abusive or offensive words and actions, for example: deliberately hurting myself or others by pushing, hitting, kicking, spitting, scratching, biting, fighting rough play or bullying of any kind will not be tolerated.
7. I will wear my camp shirt and proper camp attire (shorts/pants/closed toed shoes/swimwear/sunscreen/I.D. Badge, etc.) while at camp and when appropriate.
8. I will not bring cell phones or other electronic devices, toys, games or items deemed inappropriate by staff to camp. If approved and appropriate, I will keep all items in my backpack or lunchbox at all times.
9. I will not take items that do not belong to me.
10. I will participate in the fun activities that are planned for me each day to the best of my abilities.
11. I will have a FUN and safe summer at camp!

Program participants or their parent/guardians are not permitted to give any staff member a gift or anything of value. Likewise, staff is prohibited from giving a gift or anything of value to a child or parent/guardian.

## **CORRECTIVE ACTIONS, DISCIPLINE & PROGRAM DISMISSAL**

A positive approach is used for discipline. If inappropriate conduct occurs, a prompt resolution will be sought specific to each individual situation. Staff will maintain open communication with parent/guardians when a discipline problem occurs. All disciplinary issues will be documented on an incident form and the parent/guardian will be required to sign the incident form when the child is picked up that day.

Violent or aggressive behavior, leaving camp premises or any situations deemed unsafe by staff towards one's self, another child, or staff member may result in the immediate dismissal of the child from the Summer Fun Day Camp Program. If the child is dismissed from the Program, no refund of fees will be made.

The following corrective actions may be taken to address inappropriate conduct. The severity of the conduct determines the corrective action:

1. Verbal reminder for inappropriate conduct.
2. Verbal warning to correct inappropriate conduct.
3. Disciplinary action commensurate with the inappropriate conduct. Disciplinary action may consist of: picking up trash or activity supplies, an oral or written apology to make amends.
4. Staff supervised time away from the activity, group or pool. If this level of discipline occurs, an incident report is prepared and the parent/guardian must sign the report the day the child is picked up from camp.
5. A meeting with the child, counselor and Camp Director/Recreation Specialist.
6. Telephone call or meeting with the parent/guardian.

If a child damages property as the result of inappropriate conduct, the parent/guardian is financially responsible for the damage.

The St. Charles Parks and Recreation Department may at any time amend, revoke, waive or make adjustments to the corrective action plan or the plan sequence.

## **ARRIVAL & DEPARTURE PROCEDURE**

1. Program participants are permitted to leave camp premises ONLY with a parent/guardian or person listed on the Consent Waiver Form. Children must be signed out by the Camp Director or designated staff member. Please notify the Camp Director or Site Assistant at drop-off if you intend on picking your camper up before 3:00 p.m. that day.
2. If a parent/guardian or person listed on the Consent Waiver Form needs to pick up a child early for any reason (example: Doctor's appointment/Dentist appointment/lunch/outside activity) and will be returning the child back to camp, the child must be signed in and signed out according to the procedure at each arrival and/or departure from camp.
3. Once a child is signed out, he/she is no longer under the City's care, even if the child remains physically on Park premises. For example, if a parent/guardian desires to eat lunch with the child at camp, he/she may do so, but is required to sign the child out of camp first and, at this time, the child is no longer under the City's care. When lunch is finished, the child must be re-signed in by the parent/guardian, at which time the child returns to the City's care.
4. A parent/guardian or other responsible party must present a valid government issued photograph identification (e.g., a driver's license or a state-issued identification card) to sign out a child. Under no circumstances will a child be allowed to leave Park premises with a person who is not listed on the Consent Waiver Form unless the Camp Director or Recreation Specialist is able to contact the parent/guardian and obtain his/her permission. A child may not add any person to the Consent Waiver Form. To limit confusion and delay in departure, a parent/guardian should add any person who may be picking up his/her child to the Consent Waiver form in the camper's ePACT account.
5. If a child has permission to walk or bike ride to camp, the parent/guardian must have authorized on the Consent Waiver Form the child to walk or bike ride to camp and the child is required to sign him/herself in and out each day.
6. Every parent/guardian is required to park their vehicle and physically walk with the child into Memorial Hall at Blanchette Camp and into the Gould Building at Wapelhorst Camp to sign the child in and out, and note the time of drop off or pick up.

**Late Arrival:**

If the child arrives late (after 9:30 a.m.) to camp, please accompany him/her and locate a staff member to assist with sign in. Please do not drop the camper off and leave without signing in through the ePACT system with a Parks Department device while accompanied by a Summer Fun Day Camp Staff Member. Finding a staff member to help will ensure that the child is escorted to the appropriate age group. If the group has left for a field trip, there is no one available to supervise the child and the child cannot remain at camp. Please make sure to check the online newsletter at the beginning of the week in order to know the field trip days and times.

At both camps, children being picked up at 3:00 p.m. are separated from children being registered in Sunset Camp. If the child is enrolled in Sunset Camp, but the child will be picked up at 3:00 p.m., please notify staff during drop-off so that the child is ready to leave when you arrive. Children are usually ready to leave by 2:50 p.m. unless a field trip is delayed.

**For information if a field trip is delayed, please telephone the Rainout Line number at 636-944-6001, Extension #10 for BLANCHETTE, “MEMORIAL HALL PROGRAMS and Extension #11 for WAPELHORST, “GOULD BUILDING PROGRAMS”. These numbers are also listed on the Program Contact Sheet.**

Children along with their belongings that are being picked up at 3:00 p.m. will be located under the pavilion at Wapelhorst, and in the grassy area by the parking lot at Blanchette. Site Assistants will have the sign in/out binder ready to sign out children at both of locations. Children will remain at these locations until 3:15 p.m. After 3:15 p.m., the children will be taken to after care and late pick up procedures will be followed. Make sure to sign out and walk the child to the car. Children are not permitted to walk to the car unless accompanied by an authorized adult. In the event of rain, pick up will occur inside the Gould building at Wapelhorst and inside Memorial Hall at Blanchette.

**Late Pick-Up Policy:**

We are aware that parents are sometimes late in picking up the child. In order to ensure compensated staff is available when a parent is late picking up a child, late pick-up fee of \$15.00 for each 15 minutes or portion thereof that you are late picking up the child. Late fees start at 3:15 p.m. for Blanchette and Wapelhorst Camps and at 6:05 p.m. for Sunset Camp.

The late pick up fee must be paid the next morning at the Park Office or the child will not be allowed to attend camp. If you know you are going to be late, please telephone so that the child can be informed and staff can plan for the late arrival.

## **FIELD TRIPS**

1. Each child is automatically registered for any field trip in the week(s) registered for camp.
2. There may be additional forms to fill out for certain field trips. The forms will be provided in advance. If the form is not completed in advance, the child will not be permitted to attend the field trip.
3. If you do not wish for the child to attend the field trip, other accommodations must be arranged for the child on the day of the scheduled field trip. **The child may not remain at camp.**
4. Field Trip locations are subject to change without prior notification.

## **SWIMMING**

1. Blanchette Camp swim days are typically Tuesday, Wednesday, and Friday.
2. Wapelhorst Camp swim days are typically Wednesday, Thursday, and Friday.
3. Children are required to wear for identification a bright orange wrist-band when at the pool.
4. Please review the weekly newsletter to confirm swim days as they may change.
5. Children are not required to swim, but are required to remain seated around the pool area until the session is completed.
6. Children may bring money to buy snacks. However, each child is responsible for their money at all times.
7. Children rotate to the pool in three groups. Each group will be at the pool for a one hour period each scheduled pool day as follows:

<u>Age</u>	<u>Time</u>
6 & 7:	12:00 p.m. - 1:00 p.m.
8 & 9:	12:30 p.m. - 1:30 p.m.
10 & 11:	1:00 p.m. - 2:00 p.m.
12 to 14:	1:30 p.m. - 2:30 p.m.

## **What Campers Need for Swim Days:**

1. Please have the child dressed in his/her swimming attire under the camp T-shirt and outfit. Dry clothes may be brought for changing into after returning to camp.
2. Please provide a swim bag (plastic grocery bags - clearly labeled are perfect) for each child (not family).
3. Please provide a towel that is clearly marked with the child's full name.
4. Each child should have his/her own sunscreen each day; preferably, the pump or continuous spray type. This will help apply the sunscreen quickly and efficiently. Please be sure to label the sunscreen with your child's name. Also, please make sure you apply sunscreen to your child before arrival at camp each day. Counselors will help reapply before pool time and as needed throughout the day.

## **ADD-ON PROGRAMS**

### **Swim Lessons:**

Children may be enrolled for the 9:40 a.m. instructional swimming lesson at the Park Office. Camp staff will take the children to and from the pool each day. Lessons are not provided on field trip days. The fee for lessons is not prorated for field trip days or absences. Children must come to camp already in their swimsuit.

### **Splash Zone Camp:**

Splash Zone Camp is an alternative to Sunset Care. This camp is an add-on and does NOT end until 6:00 p.m. Children may not be picked up until 6:00 p.m.

Thank you for enrolling your child in the Summer Fun Day Camp Program. We sincerely hope every child has a great recreation experience throughout the summer and fun memories are made here with the St. Charles Parks and Recreation Department!

Thank you, again!