



BUFFALO  
GROVE  
PARK  
DISTRICT

## BG Day Camp 2021



Dear Camp Parent/Guardian,

Welcome to Camp 2021! We hope everyone is excited to begin another fun and safe summer with our fabulous day camps. There are a few things that need to be highlighted for you prior to camp starting. Jimmy Mix and Megan Baird, Recreation Supervisors will be your direct contact for this program.

### Contact Information:

**Jimmy Mix, Recreation Supervisor**

Work: 847.850.2108

Email: [jmix@bgparks.org](mailto:jmix@bgparks.org)

**Megan Baird, Recreation Supervisor**

Work: 847.850.2119

Email: [mbaird@bgparks.org](mailto:mbaird@bgparks.org)

The following are important camp information and policies/procedures. Please carefully read and keep all the information for future reference.

### Every day your camper will need:

- Gym shoes and socks
- Backpack
- Water bottle
- Sunscreen
- Sunglasses and/or hat, if preferred
- Lunch and a snack
- Face Mask
- Hand Sanitizer
- Beach Towel (to sit on outside during lunch)

### COVID Requirements:

- All campers and staff will be required to wear masks indoors at all times.
- Campers will maintain a social distance of 3ft-6ft at all times.
- When outdoors, campers and staff may remove masks as long as social distancing is being followed.
- Masks will be required at all times while playing on the playground.

### Sunscreen & Insect Repellent:

- Camp will spend a great deal of time outside. It is the parents/guardians responsibility to apply and supply sunscreen and/or insect repellent for the camper prior to coming to camp.
- Camp staff will only assist in reapplying with sunscreen/repellent provided by the parent/guardian, to campers' face, neck, back, shoulders, and arms. It will be your camper's responsibility to reapply to other areas such as chest, abdomen and legs.

### Behavior Policy:

- Part of the Mission of the Buffalo Grove Park District is to provide safe and wholesome programs, parks, and facilities for our residents and guests. The Behavior Policy has been established to help fulfill this mission. We ask all staff, participants, and guardians to help us in our effort to provide the best possible environment to enjoy our recreation activities.
- You will find the link to our behavior policy located under the camp page on our website: [Behavior Policy](#).

### Pick-up:

- All camps will be following a contactless pick-up procedure. Campers must be signed out by an authorized adult at the end of each camp day.
- Authorized adults will include the parents/guardians found on the original camp registration form and any persons who are added to the pick-up permission form.
- A downloadable form is available online: [Pick-up permission](#).
- Camp staff will ask to see picture identification of anyone picking-up a camper, including parents. This is for the safety of your child; so, please be patient with the camp staff
- If you would like your camper to be able to walk/bike home from camp without an authorized person at pick-up, you will need to authorize it by filling out the self-arrival & release permission form, found on the bottom of the pick-up permission form.
- Specific pick-up and drop off maps will be emailed to participants prior to camp starting.
- The pick-up permission form is due no later than Wednesday, June 9, 2021. Please email forms to Megan at [mbaird@bgparks.org](mailto:mbaird@bgparks.org).

### Absences:

- On days your child will be absent from camp, please call your site supervisors direct line.

### Arrival & Departure:

- BG Day Camp will run from 8am-5pm each day. Children should arrive at camp no earlier than 5 minutes prior to the camp start time, as staff will be busy prior to that preparing for the day's activities.
- Children must be picked up by 5pm.

### Swimming:

- On your child's assigned swim day, it will be the parent's responsibility to drop-off and pick-up from Willow Stream.
  - Prairie will swim on Tuesday's in the morning.
  - Twin Groves will swim on Thursday's in the morning.
  - After swim, campers will spend the remainder of the day on site at Willow Stream playing games and other fun activities.
- All campers will be swim tested on their first assigned swim day.
- On swim days, please send your camper already dressed in a swimsuit and a towel.
- If there is inclement weather, swim will be cancelled and camp will be at their designated camp site.
  - Megan and Jimmy will notify you ahead of time if swim is cancelled.
- Masks will not be worn by campers while in the pool and in line for the slide.

### Camp Groups:

- Camp groups are designed for attendance purposes and accountability during transition periods.
- Please keep in mind that camp is a place to meet new friends and to have a great time socializing with others in a positive environment.

### Lunch:

- All campers are required to bring a lunch and beverage daily.
- Lunches are kept in the camper's backpacks until lunch. Refrigeration is not available.

### Medication Dispensing:

- If your child needs to take medication during camp, a medication dispensing form needs to be filled out and returned to the Buffalo Grove Park District.
- Medicine must be in the original bottle.
- A downloadable form is available online: [Medical Authorization Form](#).

### Camp Staff Introductions:

- Pictures and staff information will be sent out in an email by Friday, June 11<sup>th</sup>.

## WELLNESS SCREENING QUESTIONNAIRE

All staff and participants are required to review the questions below each day prior to attending a Park District program, event, or facility. If a staff or participant answers "yes" to any of the questions, they should contact the Program Supervisor and not attend in-person. Temperatures should be taken before coming to the Park District each day and staff or participants should not attend on-site if their temperature is higher than normal. No-touch thermometers will be available upon request for self-assessment for those who do not have one. By entering a Park District facility or program, the staff, participant, or parent/guardian acknowledges that this questionnaire has been completed properly, that the individual has said "no" to each item, and is symptom-free.

### Observations of your child:

Yes No

- Have you observed your child coughing?
- Have you observed your child experiencing difficulty breathing or a shortness of breath?
- Have you observed your child exhibiting signs of congestion or a runny nose?
- Have you observed your child exhibiting signs of fatigue (appears more tired than usual)?
- Was your child able to recognize the substance? (ask your child to smell something fragrant)
- Does your child have a temperature?

### Questions to ask your child:

- Do you have the "chills," feel really cold, or have you been shivering?
- Does your body hurt at all?
- Do you feel more tired than normal?
- Does your throat hurt?
- Does your head hurt?
- Has your food tasted unusual or plain during meals today?
- Have you had a stomachache?
- Have you thrown up recently?
- Have you had any diarrhea?
- Has anyone who lives with you (like Mom, Dad, brother, or sister) felt sick recently?
- Have you been around anyone who has been sick recently?

We are looking forward to another fun and successful summer!

Sincerely,

Jimmy Mix

Recreation Supervisor

Megan Baird

Recreation Supervisor