



Safety Stars Camp

at the Buffalo Grove Park District



Welcome to the Buffalo Grove Park District Safety Stars Camp 2024! There are a lot of fun activities planned for your child to enjoy. The camp staff is looking forward to a great summer with your child.

Program Description

The Buffalo Grove Park District summer camp programs are designed to provide participants with safe, active, and learning opportunities that are age appropriate. Recreational experiences will enhance all children's developmental needs and help create a positive self-image through socialization and creativity.

Camp Start Time: 9 am

An adult must accompany the child to the front door. Parents will sign their child in on the camp clipboard. Counselors will welcome campers and ensure they wash their hands once inside the building. Adults will only be permitted into the classroom if assistance is needed at drop-off. Guardians will not be permitted to stay for any duration of the class. At no time are camp staff allowed to accept campers into their care prior to the camp start time.

Camp End Time: 2 pm

Children must be picked up by 2 pm. Other than parents, a child will not be released to anyone unless the information is provided in writing. If someone off the authorized pick up form will be coming to pick up your child, please let us know at drop off or by email. If there is an emergency, last minute change in pickup, call Valerie Gangware at 847.951-2844 or email keri@bgparks.org.

Authorized Pick Up List

Please list as many people as you would like. Please list anyone that we may call in an emergency on your pick up form, just in case. This list is your back up plan should the need arise. If you are part of a carpool you should list each parent in the carpool on your child's pick up list. Camp staff may ask to see picture identification of any person picking up a participant including guardians. If someone is going to be picking up a participant and is not on the pick-up permission list, then the guardian must supply the camp staff or camp office with a written note. No participant will be released to an individual whose name does not appear on the pick-up permission list.

Late Pick Up Policy

The pickup time at the end of the camp day will be strictly enforced. If you are unable to pick up your child by 2 pm, it is your responsibility to make other arrangements and call us indicating the change. Parents will be granted one "Oops" for the first late pickup which will waive the first late fee. After the first Oops, any person who arrives after the end of camp to pick up a child will be charged a \$25.00 late fee for every 15 minutes, or portion thereof that they are late.

Labeling Items

Please label your child's water bottle, swim suit, sunscreen, towel, and lunch box with your child's name. There will be many similar items such with "Frozen" or Superheroes and the children often forget which is theirs.

Lunch

Each day you will send a **nut-free lunch** with your child. We encourage campers to bring their lunch and beverage labeled with their name in a reusable lunch container. Lunches are kept in the classrooms until lunchtime, though refrigeration is not available. Please do not bring peanut butter or other nut products into the camp. If your child has mild to severe allergies of any item, please let camp staff know and indicate that on your forms. Please send a re-fillable water bottle with your child daily, labeled with their name. They will also take them with them when we go outside.

Absence/ Illness

Please call Valerie Gangware at 847-951-2844 or email keri@bgparks.org if your child will be absent and indicate your child's name, first and last.

Clothing

Children must wear gym shoes or closed toe shoes with a rubber sole. Please check the weather and dress your child appropriately. A light sweatshirt can be kept in their backpack in case it gets cool indoors. All clothing should be labeled with the child's name and be appropriate for play as some activities will be messy. Extra clothes may be left in your child's backpack. You may be asked to send your child in their swimsuit throughout the summer, so should that request be made, please be sure to pack them extra clothes, underwear and socks to change into after water play.

Sunscreen

Outdoor activities are an integral part of the Safety Stars Camp and your child will, among other things, be exposed to sun and insects. It is your responsibility to apply sunscreen and/or insect repellent to your child prior to coming to camp each day. For best protection, sunscreen with broad-spectrum protection, a SPF of 30 or greater, and water resistance ingredients is

recommended. NON-Aerosol sunscreen is preferred since aerosol sunscreen needs to be applied outdoors.

Staff can re-apply sunscreen and/or insect repellent, provided by you, to your child's face, neck, back, shoulders and arms. When able, we will encourage campers to re-apply sunscreen and/or insect repellent to other areas, such as chest, abdomen and legs. Counselors will assist as needed. Camp does not provide additional sunscreen, so please be sure to check your child's sunscreen prior to camp each day to ensure they are prepared for camp. We prefer campers do not share sunscreen due to allergies.

Suspected Abuse or Neglect

It shall be the policy of the Park District to fully comply with the State of Illinois Abused and Neglected Child Reporting Act. The Park District will make every reasonable effort and precaution to prevent, detect, and report cases of suspected child abuse and neglect for children who come in direct contact with Park District programs, areas, and facilities.

Custody Orders

To honor specific custody orders and/or order of protection, it is the responsibility of the parent/guardian to provide a copy of the custody order and/or order of protection. The document must be signed by the court with the legal seal present, date effective, and ending date if applicable.

Confidentiality

The Buffalo Grove Park District Camps will maintain confidentiality and respect family privacy by refraining from the disclosure of confidential information. Disclosure of children's records beyond family members and program personnel shall require guardian consent. However, in cases of abuse or neglect, it is permissible to reveal confidential information to agencies and individuals who may be able to act in the child's interest.

Code of Conduct & Discipline

The Park District Behavior Guidelines in summary state that participants shall:

- Show respect to all participants and staff and take directions from staff
- A child may not disturb or hurt others verbally or physically
- A child may not intentionally damage equipment
- A child may not place him/herself in a dangerous situation
- There is a zero tolerance policy for licking/spitting/biting.

A caring, positive approach will be taken regarding discipline. The purpose of discipline is to help children, especially children that are this young, develop self-control and learn to assume

responsibility for their own actions. Discipline is also necessary for the safety of all participants and staff.

Camp staff members use corrective statements and positive reinforcement to redirect negative behavior. Recurring or major problems will be discussed with the parent/guardian. Recurring or severe behavior challenges may lead to temporary postponement of enrollment from camp until a behavior intervention has been successful.

Medication

The Buffalo Grove Park District has a policy regarding the storing and dispensing of medication. No medication can be given to a child without a completed medication form. This form is necessary to allow core staff to administer medication during camp hours.

Accidents/incidents

Staff will notify you or the person picking up your child of any accidents that happened while at camp. For injuries more serious than a "light accident" (scraped knee, pinched finger, etc.) as well as a neck or head injury, camp counselors will attempt to contact a parent and leave a message if not able.

If there is a medical emergency the paramedics would be called. A camp staff member will accompany the child to the nearest hospital and we will continue to call parents or emergency numbers until we reach someone.

Communication

Keri Isacovici will be send out monthly Parent Newsletters with information through Constant Contact. Pictures, videos, descriptions of camp activities, and general reminders will be sent out on a daily basis through Seesaw by the counselors and camp supervisors. Families can download the free app to their phone. Invitations to join groups will be sent a week prior to camp starting.

Disinfecting and Cleaning Procedures

- Cleaning and disinfecting of the classroom space will be performed daily
- Hand sanitizer and sanitizing stations will be available
- Common areas and surfaces will be disinfected frequently

What to bring to camp each day:

- Water bottle with the child's name labeled clearly
- Bike helmet (Labeled)
- Gym shoes
- Bathing suit/Water shoes
- Sunscreen (and bug spray if preferred)
- Backpack with labeled extra clothes and labeled towel
- **Nutfree** lunch in a labeled, reusable lunchbox

Camper Paperwork:

- Camper Information
- Health Form
- Medication Dispensing Form
- Handbook Signature Page
- Authorized pick up forms

Schedule Sample

Children will participate in weekly themes, enjoy guest speakers, eat lunch with friends, and engage in a variety of activities such as: crafts, games, safety lessons, stories, playground, water play, and riding on the Safety Town bike course.

Program Supervisors

- Valerie Sanes Gangware (Phone: 847-951-2844)

Meet And Greet:

We hope you can join us to meet the counselors and see the classroom on Friday, June 7 from 1-2:30pm at Rick Drazner Park.

We look forward to a wonderful summer!

Keri Isacovici, Recreation Supervisor

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