

## OAK RIDGE RECREATION AND PARKS SCARBORO PROGRAM 2011 POLICIES

**FEES** - Weekly fees are due at the beginning of the week. Daily fees may be paid by the day. Additional fees associated with field trips and transportation can be paid at the beginning of the week or the day of the field trip.

Summer Playground.....\$30/one-week session  
Daily rate .....\$7/per day  
Non-resident Fee .....\$10 per summer per child  
Field trips .....Cost will vary per trip

**\*No child may attend camp on a field trip day only\***

**FOOD FOR CAMPERS** - Hot lunches are available each day (except on field trip days). Children must be present by 9 a.m. or call before 9:15 a.m. to be included in lunch count. Children not eating hot lunches should bring their own lunch. Drinks may be brought from home or purchased from vending area. Vending drinks are 70¢.

**CLOTHING & PERSONAL ITEMS** - Comfortable clothing should be worn each day. Children are required to wear socks and the appropriate athletic shoes for outdoors and gym play. **PLEASE! NO SANDALS OR FLIP FLOPS EXCEPT IN POOL AREA.** Children should bring swimsuit, towel, and sunscreen on Wednesdays. Personal items should be

labeled with the child's name and carried in a backpack or sports bag.

**HEALTH AND EMERGENCY** - In the event of an emergency, the staff may authorize medical treatment in life-threatening situations. Parents or guardians will be informed immediately. A statement of consent to this policy must be signed by the parent/guardian at the time of registration.

All Recreation and Parks Department summer staff is certified in Child, Infant, and Adult CPR and First Aid.

Due to the nature of the activities offered during the summer camps, participants will spend several hours a day outside. Every effort will be made to see that children are protected from excessive sun. Parents should see that sunscreen is applied to their child prior to the start of camp each day. The Camp staff will encourage children to re-apply sunscreen before going to the pool in the afternoon and will provide assistance as needed. Children who are extremely sensitive to the sun may need to have sunscreen applied more frequently. Children must bring their own sunscreen and help take responsibility for applying it.

**CAMPER'S ARRIVAL AND DEPARTURE** - Camp children must be checked out by a staff member before leaving the program facilities each day. A child may be

released only to the person(s) named on his/her registration form. If parents wish to make other arrangements, the parent or guardian must give written permission. The regular hours for Camp are 9 a.m. - 4:30 p.m. early morning care is available before camp beginning at 8:00 a.m. and after camp until 5:15 p.m. **Please do not drop off your child before 8:00 a.m.** In case of an emergency that causes the parent to be late in the afternoon, please call ahead to inform the staff. Bus schedules for field trips must be adhered to. Please do not be late on mornings when a trip is planned.

**DISCIPLINE** - The method of discipline used by our staff is positive reinforcement, time out, loss of privileges and suspension. When necessary, parents will be expected to help with the disciplinary process. Each incident will result in a write-up. After three write-ups, a parent/staff conference will be scheduled to discuss a resolution.

Children involved in fighting, verbal abuse of others, disregard for authority, or any activity that places themselves or others in serious danger will be suspended from the program. No refunds will be made to participants suspended from the program.

**HAVE A SAFE AND HAPPY SUMMER!**