



**Randolph
Park**



Pulaski County Parks and Recreation

2017 Jr. Cougar Day Camp

Weekly Sessions: June 5th through July 28th

Boys and Girls

Current 6th and 7th graders

- **ELIGIBILITY:** To be eligible for entry, campers must have been enrolled in 6th and 7th grade during the current school year (2016-2017); entering 7th or 8th grade in the fall.
- **CAMP DURATION:** Junior Cougar Camp will begin Monday June 5th and occur Monday through Friday for a total of 7 weekly sessions ending on Friday, July 28th. There will be no camp session July 3 – 7. Structured camp time runs from 8:45am to 4:00pm; however, unstructured early drop off and late pick-up runs from 7:30 am until 5:30pm.
- **CAMP COST:** Full-time attendance is \$100 weekly; this cost includes all fieldtrips.
- **REGISTRATION TIME FRAME:** Camp registration runs from *early March through May 13th* and takes place on a first come, first serve basis of the registration paperwork and deposit. Jr. Cougar camp is limited to 20 participants per weekly session. **Your registration paperwork and deposit hold your spot for the weeks that you sign up for only.** Once enrollment is full for any week, applicants will be placed on a wait-list at the discretion of the Camp Director until openings are identified.
- **DEPOSIT FEE:** A sign-up deposit fee of **\$30.00** must accompany your registration form(s) prior to acceptance into camp. The \$30 will be applied toward your first week's payment.
- **STAFF:** All staff are properly screened, trained, and approved for work with children. Staff members are trained in CPR and First Aid. Staff members work under the direct supervision of the Summer Camp Director.

To request a camp packet email:

randolphparksummercamp@gmail.com

You must include your child's/children's name(s) and current grade level on the email

Jr. Cougar Camp General Information

Camp registration is limited and is on a first come first served basis.

Deadline for returning forms is May 13th.

Jr. Cougar camp is limited to 20 campers per session.

Any forms returned after May 13th will be wait-listed until openings are confirmed by the Camp Director.

Pulaski County does not discriminate on the basis of race, creed, disability, national or ethnic origin.

- 1) **Camp times:** Structured camp time runs from 8:45am to 4:00pm; however, unstructured early drop off and late pick-up runs from 7:30 am until 5:30pm. Drop-off and pick-up will take place at the **Randolph Park gazebo shelter (just past the large shelter)**. Due to transportation leaving for daily activities, campers must be checked in prior to 9am; however, kids may not be dropped off before 7:30am; sorry, no exceptions!

- 2) **Drop off and pick up:** To ensure child safety, **parents must physically come to sign in and out for their child each day (NO EXCEPTIONS)**. Parents may not drop off kids without signing in. Staff members are very mindful that camp activities occur outdoors and they diligently watch other park patrons and notify proper personnel of any suspicious individuals or activity. Parents must be aware that we do not allow anyone checking kids out of camp that have not been authorized in writing or verbally by the proper parent in charge.
 - Parents and other adults picking children up are required to present picture identification until camp staff become familiar with adults. Please note that this is a requirement for the safety of all campers, **we encourage all adults to bring picture identification every day during pick-up.**
 - Any children checked in after transportation has left will remain back with the lower camp (group 6). If a pattern of this behavior is established, the child will be removed from the Jr Cougar camp.
 - There will be a \$1.00 per minute additional fee charged for children picked up after 5:35pm (a five minute grace is given).

- 3) **Fee Structure:** Junior Cougar Camp costs are \$100 per week. Due to limited space, we ask for two week notice of cancellation of any session registered for; if notice is not given, you may be charged for attendance at the discretion of the Summer Camp Director.
 - **There is no pro-rated tuition for Junior Cougar Camp if you choose to attend on a part-time basis, nor are there scholarships for Junior Cougar Camp**
 All checks are made payable to **“COUNTY OF PULASKI”**.
*NOTE: The County of Pulaski **does not** provide year-end report forms to parents regarding camp payments for tax purposes. It is the responsibility of the parents to keep weekly receipts given by camp staff for tax credit. However, a tax identification number will be given by staff during the last week of camp.*

- 4) **Invoices will be sent out weekly on Fridays and payment is expected in full on the following Monday or the next day of attendance.** If payment is not received by the following Friday, the child will be suspended from camp until the account is brought current.

- 5) **Required Forms:** Parents must thoroughly READ, complete, sign, and turn in all required forms included in the application packet. *Parents with multiple children must fill out separate forms for each child.* These are as follows:
 - Page 5 Registration form
 - Page 6 Discipline Policy
 - Page 7 Attendance Verification
 - Page 8 Parental Authorization Form (for swimming sunscreen, medication, and field trips)

- 6) **STAFF:** All summer camp staff are properly screened, trained, and approved for work with children. Junior Cougar staff members are trained in CPR, first aid, and lifeguard procedures. Staff members work under the direct supervision of the Summer Camp Director.
- 7) **What to bring to camp:** All activities take place outside so please dress campers appropriately. Come dressed for mess and outdoor activity!
- **Appropriate attire includes:** shorts, t-shirt, tennis shoes, and hat or any other articles of clothing deemed necessary for activities taking place during field trips. Parents will be advised of special clothing needs on the activity calendar; if a child is not dressed appropriately for the planned field trip, they may be required to remain back with the lower camp (group 6). A swimsuit and towel will be needed on days planned for water-based activities.
 - **All campers should also bring:** sunscreen and a refillable water bottle for use while on activity trips. Note: Sunburn is a major concern. Our staff will remind campers to reapply sunscreen throughout the course of the day. **It is the responsibility of the parents/guardians to provide sunscreen lotion** and help monitor skin irritations or potential burning. Parents must sign “sunscreen application permission form” for staff to apply sunscreen.
 - Campers may bring a cell phone to communicate with parents, however, these will be stowed in a camp backpack during activities in order to prevent damage or loss.
- 8) **What NOT to bring to camp:** valuables, I-pods or pads, CD players, radios, or any electronic hand-held games. Other items not listed that are determined by staff to be a nuisance will be required to be left at home.
- 9) **Lunches and Snacks:** Jr. Cougar campers will be traveling away from Randolph Park on a day-to-day basis for camp; therefore **campers will be required to bring their own lunches**. Campers may bring a cooler with ice pack for drinks and lunch. We do not refrigerate nor heat foods. Morning and afternoon snacks will be provided prior to leaving and after returning from activities. **We ask that campers bring a refillable water bottle with their name clearly printed on it in order to keep fluids with them during activities.**
- 10) **Camp format:** Jr. Cougar campers will travel as one group of 20 campers with 2 staff counselors and will be supervised by the Summer Camp Director. A typical camp day will consist of free-play activities during check-in from 7:30 – 8:30am; morning snack/meeting and then leaving for activities by 9am. Campers will return to Randolph Park by 4pm and will receive afternoon snack prior to participating in free-play activities during check-out. All activities will be supervised by designated supervisor and staff support personnel. Activities may include but are not limited to hiking, canoeing, kayaking, fishing, and tubing. Campers will also participate in at least one activity that directly benefits the local community.
- 11) **Jr. Cougar Camp Activities:** Activities may include but are not limited to:
- Hiking, Canoeing, Kayaking, Fishing, and Tubing
 - *(Claytor Lake, New River, Gatewood, New River Trail, Cascades, etc.)*
 - Campers will also participate in at least one activity that directly benefits the local community.
 - Educational activities such as visiting local historic places, colleges, places of business
 - Periodic volunteer assistance with the Randolph Park summer day camp
- An activity calendar will be provided to registered campers and parents prior to the first day of camp.***

- 12) Inclement Weather & Emergency Shelter Facility:** Typical inclement weather of concern during camp months consists of general or heavy rains, thunder, and lightning. During immediate emergency weather requiring indoor shelter, campers are moved to the inside of the pool house facility to wait out the storm. Lengthy or forecasted bad weather will require the camp to convene indoors at **Central Youth Center** located at 143 Third Street in Pulaski or **Old Riverlawn Elementary School** in Fairlawn. These are our only county owned facilities capable of housing our camp participants. Parents will be notified in advance or when campers are bused to this facility via Remind (mass text), email, and by Facebook post. Parents will be notified if a child needs to be picked up at Central or ORES or back at Randolph Park. We will provide bus transportation to Central Gym around 9:00am that day and return around 3:30 or kids can be picked up at the specified facility if weather does not permit returning to Randolph Park.
- 13) Medication, Illness and Injury:** It is our camp policy **not** to administer any medication unless it is considered necessary and vital to a child's health. If so, an authorization to give medication form will be signed by the parent stating such authority and type of medication. We are equipped with first aid kits to handle minor injuries. If there is any question that the injury is more serious (not life threatening), we will call parent to seek advice on how to proceed. Of course, serious injuries will prompt immediate Emergency Medical Response (911) and immediate notification of parent(s). Please be respectful of others and remember that camp is not a place for sick children. Keep sick children away from camp until symptoms are back to normal. If a child misses camp due to being sick, the parent must notify staff of illness. If sickness is deemed contagious, parents must tell staff so precautionary measures can be taken with other youth to avoid potential outbreak.
- 14) Contact Information:** Feel free to email us at RandolphParkSummerCamp@gmail.com. Parents may call the Pool Front Desk at 674-1513 and select the option for summer camp. Camp staff are not required to give out personal cell phone numbers to parents but have the option to do so if desired. If non-direct communication from staff is not granted via cell phone, parents may arrange a method of communication with program director if he/she feels current system of land line 674-1513 or email is not sufficient.
- 15) Communication:** Summer camp staff will utilize multiple avenues of communication with camp parents and children this year. We will be actively using a mass text system for those who choose to sign up, a Facebook group page, and email in order to communicate camp updates and information.
- The Facebook group page can be found at facebook.com/groups/RPsummercamp or by searching Randolph Park Summer Camp.
 - You can sign up for text messages by texting @jrcougar17 to 81010. If you signed up for this last year, you do not have to sign-up again this year.
 - The Summer Camp Director can be reached via email at RandolphParkSummerCamp@gmail.com. Due to the new invoicing system, all guardians will be required to provide a valid email address prior to completing camp registration. This email will be used to communicate important information, possible changes to the camp day, and weekly invoices.
- 16) Camp headquarters:** The camp main headquarters will be at the Randolph Park gazebo shelter – just past the large shelter. This will be the drop-off and pick-up location for Jr. Cougar campers only and is separate from the lower camp headquarters. On days the shelter facility is reserved by an outside group, we will use an available shelter located in the park. Visible signs will be posted at the large shelter signifying location of campers.