



Day Camp Parent Guide

June 6-August 5, 2022

Sleepy Hollow | Algonquin Lakes | Discovery

Our Summer Day Camp Team

Recreation Supervisor

Bob Russo, (847) 428-7131 x1204

Site Coordinator: The Site Coordinator is on site and responsible for the daily camp organization. The Site Coordinator is responsible for the supervision of all counselors and campers.

Counselors: Each counselor has completed our camp training program and is ready to help make your child's summer a memorable and fun experience. We have adults, teachers, college students and high school students working with us this summer. Your first camp newsletter will have more specifics on each of them.

Each site will have CPR certified staff; everyone has passed a criminal background check and has planned a fun-filled summer for the campers!

Registration

Registration is per week, June 6-August 5. **The registration deadline for each session will be the Thursday before the camp start date by 12:00 pm.** Please note: Fees increase \$25 the Tuesday prior to camp week start date (*increase is only to the Camp fee, not to the Camp Care fee*). Save money and register early! Payment plans are available.

Refunds/Transfers

Refund or transfer requests must be submitted by 5:00 pm the Wednesday before camp begins. A processing fee will be withheld for each refund request.

Breakdown of Groups

Each counselor will be responsible for up to 10 campers. The campers will be split into groups based on age. These groups will change periodically during the summer, allowing campers to work with many of the counselors. Within each group, campers will be paired with a buddy. It is important that campers utilize the buddy system.

Weekly Newsletters

A camp newsletter will be emailed the Friday before the week your camper is scheduled to attend. This newsletter will highlight activities and provide detailed information about the upcoming week. Please read it carefully. Occasionally there will be special activity waivers or special supply requests.

Swimming Days

Swim dates are tentative with pool schedules and weather conditions. We will utilize the buddy system for campers and counselors will supervise using a rotation system. Any swimmer wanting to go into a deep area of a pool will first have to pass a swim test to be allowed to do so. Campers will wear wristbands based on swim ability. On days transportation is required, the bus will pick-up at 12:15 pm and return to camp at approximately 2:45 pm.

Mondays

Algonquin Lakes Camp & Sleepy Hollow Camp
Sleepy Hollow Pool • 12:45-2:45 pm

Discovery Day Camp

Dolphin Cove • 12:45-2:30 pm

Tuesdays

Sleepy Hollow Camp
Sleepy Hollow Pool • 12:45-2:45 pm

Thursdays

Algonquin Lakes Camp & Sleepy Hollow Camp
Dolphin Cove • 12:45-2:45 pm

Drop-off & Pick-up Procedures

All campers will need to be signed in and signed out each day by the adult bringing them and picking them up. Authorized pick up person(s) must be listed on the camp registration form at time of enrollment.

• Sleepy Hollow Camp

Sleepy Hollow Center
875 Winmoor Dr., Sleepy Hollow

Pick-up and drop-off is at the Sleepy Hollow Center which is the building attached to the Sleepy Hollow Pool.

• Algonquin Lakes Camp

Algonquin Lakes School
1401 Compton Dr., Algonquin

Camp will utilize the main entrance of the school. Please do not enter through the office at anytime. For late drop-off or early pick-up, please call the camp cell phone for a counselor to let you into the building.

• Discovery Day Camp

Rakow Center
665 Barrington Ave., Carpentersville

Pick-up and drop-off is at the preschool room on the lower level.

Medicine

We recognize that campers will, on occasion, require the consumption of prescription and/or non-prescription medications. The Park District has a policy regarding disbursement of medication. A Medication Form can be picked up at either the Rakow Center or Randall Oaks Recreation Center prior to camp and must be filled out completely for all medication.

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Swim Lessons

Lessons can be added if your child attends Sleepy Hollow Day Camp or Discovery Day Camp.

Discovery Day Camp

Mondays/Tuesdays/Thursdays

Rakow Center Indoor Pool • 11:00-11:45 am

Sleepy Hollow Day Camp

Mondays/Tuesdays/Thursdays

Sleepy Hollow Pool • 11:00-11:45 am

No lessons week 5 and 9.

Campers must be able to put on and remove their own swim suits. They must follow all pool rules while participating. If a camper is not practicing safe pool behavior, the Site Coordinator, along with the consultation of the Pool Manager, may remove the camper from the pool and possibly remaining lessons.

Field Trips

Day camp T-shirts are provided to ensure camper safety on field trips. T-shirts are handed out during your camper's first week attending camp. Campers are required to wear day camp T-shirts on field trip days. T-shirts must be in good condition with sleeves intact and should not be covered by outer clothing. A \$10 fee will be charged for replacement shirts.

Money is not needed for any of the field trips. If you choose to send money with your camper, we ask that you send a maximum of \$5. Your camper is responsible for any money sent.

Campers should arrive by 9:15 am each camp day in order to participate in all scheduled activities.

FIELD TRIPS

Week 1 - June 6-10

Week 2 - June 13-17

Week 3 - June 20-24

Week 4 - June 27-July 1

Week 5 - July 5-8*

Week 6 - July 11-15

Week 7 - July 18-22

Week 8 - July 25-29

Week 9 - Aug. 1-5

SLEEPY HOLLOW & ALGONQUIN LAKES

Enchanted Castle- Lombard

Illinois Railway Museum- Union

Bowlero- Algonquin

Mega Gymnastics- Elgin

Santa's Village- East Dundee

Main Event- Hoffman Estates

Baseball Game- Roselle

Otter Cove- St. Charles

Brookfield Zoo- Brookfield

DISCOVERY CAMP

Discovery Museum- Rockford

Bumblebee Play Café- Elgin

Illinois Railway Museum- Union

Huffman Park/Splash Pad- West Dundee

Santa's Village- East Dundee

Three Oaks Beach- Crystal Lake

Pirates Cove- Elk Grove Village

Stingray Bay- Huntley

Brookfield Zoo- Brookfield

**No camp July 4*

Communication

All contact information (name, address, phone, emergency contacts, approved pick-up people, etc.) must be kept current with our Registration Desk. Not doing so could jeopardize the safety of your camper in the case of an emergency when we need to contact you.

If you need to contact the site, a direct phone number will be included in the camp newsletter. Please do not contact Sleepy Hollow Elementary School or Algonquin Lakes Elementary School with questions regarding Day Camp. While the Site Coordinator does carry the site cell phone, there may be times when they are unable to answer. Please be sure to leave a message so they can return your call.

Important Contact #s:

Rakow Registration Desk (847) 551-4319

Randall Oaks Registration Desk (847) 836-4260

Billing questions, Greg Gannon (847) 428-7131 x1000

Program changes, Bob Russo (847) 428-7131 x1204

Campers should bring a backpack with the following each day:

- Lunch-lunches will not be refrigerated
- Refillable Water Bottle
- Sunscreen
- Bug Spray
- Swim Suit & Towel-even on no swim days, as we may do water activities at camp
- A SMILE!

Three-Strike Policy

To ensure a pleasant and safe environment for all campers, a Three Strike Policy concerning consistent disruptive behavior will be followed.*

• First Strike

The camper will be removed from the group. A parent will be called to pick up the camper immediately. Formal warning issued requiring a parent signature.

• Second Strike

The camper will be removed from the group. A parent will be called to pick up the camper immediately. Formal warning issued requiring a parent signature. Reminder: a third strike will result in dismissal from the program.

• Third Strike

The camper will be removed from the group. A parent will be called to pick up immediately. Formal warning issued requiring parent signature. The camper will not be allowed to return to camp for the remainder of the summer.

**Depending on the severity of the offense, the camper may be removed from the program after any strike.*

Personal Belongings

Counselors are not responsible for money or personal property brought by the campers. Campers are allowed to play with personal belongings at Before and After Camp Care, but not during Day Camp. Each camper is personally responsible for what they bring to camp.

Late Pick-Up & Early Drop-Off Charges

To help maintain a reasonable cost to you, please make sure your camper is picked up and dropped off on time.

Camp Hours:

AM Care 7:00-9:00 am**

Camp 9:00 am-3:00 pm

PM Care 3:00-6:00 pm**

Charges will be as follows: first ten minutes, \$5; each additional minute thereafter, \$1 per minute. Fees must be paid prior to returning to the program.

***Camper must be pre-enrolled in order to drop off during these hours.*