



# Parent Guide

## June 3-August 2, 2024

### Our Team

#### Athletics Supervisor

Shane Varvil, 847-428-7131 x2206

**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 3 - August 2. 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. **The registration deadline for each session will be the Thursday before the camp start date by 12:00 pm.**

### 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. Camps will be split into groups by either grade level or competitive/non competitive during sports specific games/activities. Children will play within their designated group. All sports campers will be together during swim days and field trips. 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.

### 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.

**Randall Oaks Recreation Center**  
500 N. Randall Rd., West Dundee

**Rakow Center**  
665 Barrington Ave., Carpentersville

### 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. On Dundee Township Park District swim days, the bus will leave at 11:45 am and return to camp at approximately 2:45 pm.

#### Rakow Center Sports Camp

**Tuesdays and Fridays**

Dolphin Cove Family Aquatic Center

#### Randall Oaks Recreation Center Sports Camp

**Tuesdays and Fridays**

Dolphin Cove Family Aquatic Center

### Swim Lessons

Swim lessons may be added if your child attends Rakow Sports Camp, for \$20 per week.

#### Rakow Center Sports Camp

**Mondays/Tuesdays/Thursdays**

Rakow Center Indoor Pool

11:00-11:45 am

*Week 5 and 9, no lessons at Rakow.*

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.

## Campers should bring a backpack with the following each day:

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

## 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 Sports Camp. Each camper is personally responsible for what they bring to camp.

## 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.

## 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, Shane Varvil** (847) 428-7131 x2206

## 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. The 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.

## Field Trips

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 this camp T-shirt 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 5** Adrenaline Monkey - West Dundee  
**Week 2 - June 12** Bowlero - Algonquin  
**Week 3 - June 19** Urban Air - Crystal Lake  
**Week 4 - June 26** Otter Cove Aquatic Park - St. Charles  
**Week 5 - July 3\*** Santa's Village - East Dundee  
**Week 6 - July 10** Gizmos Fun Factory - Orland Park  
**Week 7 - July 17** Funtopia - Glenview  
**Week 8 - July 24** Main Event - Hoffman Estates  
**Week 9 - July 31** Rainbow Falls Waterpark - Elk Grove Village

### SPORTS CAMPS

\*No camp July 4

## 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.*

## 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.*



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