

Discovery Day Camp registration

2018-19 at ARD's Recreation Park



Last Name	First Name	
Child 1:		
Age: _____	Birthday: / / Grade: _____ School: _____	
Child 2:		
Age: _____	Birthday: / / Grade: _____ School: _____	
Child 3:		
Age: _____	Birthday: / / Grade: _____ School: _____	
Please Print PHOTO I.D. REQUIRED AT PICK-UP		
Mother:		
address: _____	City: _____ Zip: _____	
Home phone: _____	Custodial parent: <input type="checkbox"/> yes <input type="checkbox"/> No	
work phone: _____		
Mother's CDL: _____ Cell: _____	email: _____	
Father:		
address: _____	City: _____ Zip: _____	
Home phone: _____	Custodial parent: <input type="checkbox"/> yes <input type="checkbox"/> No	
work phone: _____		
Father's CDL: _____ Cell: _____	email: _____	
Both parents must be listed in cases of shared legal/physical custody.		
Please list 3 other adults who may sign out & pick up your child in an emergency.		
Name: _____	Phone: _____	Relationship: _____
Name: _____	Phone: _____	Relationship: _____
Name: _____	Phone: _____	Relationship: _____
We will not release your child to any other individuals. Update this list as necessary.		
Allergies: _____	Epipen provided: YES NO	
Special needs: _____	Daily Meds: _____	
Restraining order: YES NO (copy required if applicable)		
My child may be photographed by news media or ARD staff: YES NO		
Office only: _____	Reg. fee recvd by: _____	Family password: _____

Auburn Recreation District Discovery Club/Day Camp

Agreement, Waiver & Release

In consideration for being permitted by Auburn Area Recreation and Park District (ARD) to participate in the above activity, I hereby waive, release, and discharge any and all claims for damages for personal injury, death, or property damage which may have, or which may hereafter accrue to me as a result of participation in said activity. This release is intended to discharge in advance ARD (its officers, employees, and agents) from any and all liability arising out of or connected in any way with my participation in said activity, though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is understood that this activity involves an element of risk and danger of accidents and knowing those risks I hereby assume those risks. It is further agreed that this waiver, release and assumption of risk is to be binding on my heirs and assigns. I agree to indemnify and to hold the above persons or entities free and harmless from any loss, liability, damage, cost, or expense which they may incur as a result of my death or any injury or property damage that I may sustain while participating in said activity.

PARENTAL CONSENT: (To be completed and signed by parent/guardian if applicant is under 18 years of age.) I hereby consent that my son/daughter, _____, participate in the above activity, and I hereby execute the above Agreement, Waiver and Release on his/her behalf. I state that said minor is physically able to participate in said activity. I hereby agree to indemnify and hold the persons and entities mentioned above free and harmless from any loss, liability, damage, cost, or expense which they may incur as a result of the death or any injury or property damage that said minor may sustain while participating in said activity.

I HAVE CAREFULLY READ THIS AGREEMENT, WAIVER & RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND AUBURN AREA PARK AND RECREATION DISTRICT, AND I SIGN IF OF MY FREE WILL.

Name: (print) _____

Signature: _____ Date: _____

I agree that in the event that said minor requires medical treatment while under the supervision of ARD's recreational personnel in connection with described activity, such supervisor may authorize treatment.

Name: (print) _____

Signature: _____ Date: _____



Discovery Day Camp 2018-19 Parent Agreement

Discovery Day Camp is an active recreation program incorporating all areas of Recreation Park utilizing the outdoors a good portion of the day. It requires that campers understand and follow directions, remain in assigned groups at all times, and care for personal needs such as toileting without assistance. Our playgrounds are built for ages 5 and older.

Phone numbers:

Day Camp modular: 530-889-5619

Debbie Thomas, Youth Services Manager: 530- 863-4618

Customer Service: 530-885-8461 Fax: 530-823-0872

Registration: \$20 per immediate family for the school year (August – May) The registration fee is waived for students enrolled in 2018-19 Discovery Club. A new day camp packet must be completed each school year.

Location: At Recreation Park in the Day Camp modulars located between the picnic shelter and Beggs Field.

Ages: for kindergarten (age 5) through sixth grades

Hours: Full days: 7:00 a.m. to 6:00 p.m., unless otherwise noted. Half days are 7:00 a.m. to 12:30 p.m. or 12:30 p.m. to 6:00 p.m. We do not open our doors before 7:00 a.m. Some camps may not offer half days. On bad weather days, call 863-4618 after 6:30 a.m. for a possible late start or cancellation.

Late pick-up fee: \$1.00 per minute by the site clock after 12:30 (half day) or 6:00 p.m. Payment is due at the time of pick up or by closing the next day. Non-payment of late fees will interrupt service. If we cannot reach a responsible party or have no contact from the parent/guardian by 6:30 p.m., we will call Child Protective Services. Repeated late pick-up will result in termination of service.

Cost & Refund policy: Full day is \$26 per day. Half day is \$20 per day. Parents may pay for the entire camp or specific days. Payments must be received before 5:00 p.m. at Customer Service by the last business day prior to the start of the camp. Any days added after that time (if space is available) will be an additional \$2 per day. Payment vouchers must accompany all payments, and payments must be made prior to attendance. Parents are encouraged to contract early. If days fill before camp begins, we will close enrollment.

Parents must contract for specific days, and any changes must be requested by the last business day prior to the start of camp. We do not move days or give credits or refunds once the session has started except in cases of illness where a doctor's note is provided stating the dates the child may not attend for medical reasons.

Day Camp does not operate on snow days or other closures due to weather, power outages or other issues beyond our control. ARD offers credits (not refunds) for days paid in the event of an unexpected day camp closure due to acts of nature or other circumstances beyond our control.

ARD does not extend credits/refunds/day changes for students who are suspended from the program for any reason.

NSF checks: These will result in a \$30 charge, loss of service and will prevent registration in any other Auburn Parks and Recreation programs until the account is cleared. Checks will not be accepted by ARD for one year following receipt of an NSF check.

Dates of operation:

Sept. 5

Nov. 9, 19-21

Dec. 26, 27, 28, 31 & January 2, 3, 4, 7

Feb. 19-22

April 15-19, 22 (unless the 22nd is used as snow day at AUSD)

Summer Day Camp begins June 10. Separate registration is required.

Payment options: (online payments TBD).

All payments require a payment voucher.

For your convenience, payments may be made:

- By check, cash or credit card at Customer Service at 123 Recreation Drive during the normal business hours of 9:00 a.m. to 5:00 p.m. until the camp begins.
- By check (not cash or credit) at the Day Camp modular during operating hours for drop-in if space is available.

- By faxing a credit card authorization form and payment voucher to Customer Service during normal business hours (530/823-0872). These forms are available on our website. **Please call Customer Service after faxing to make sure your payment was processed.**
- All forms of payment must be received by the last business day before the session begins in order to avoid drop-in fees

If you would like your child to drop in, please call after 9:00 a.m. to check space availability. Payment is required at the time of drop-in and is an additional \$2 per day/child.

Program Overview:

Discovery Day Camp is a recreation program offered by Auburn Area Recreation and Parks District during most regularly scheduled school closures except major holidays. We endeavor to make day camp a safe, active and enriching experience for all campers. We expect campers to respect staff, fellow campers, members of the public and property. Failure to do so may result in dismissal from the program. All campers are expected to participate in day camp activities, to comply with camp rules and to stay with their counselors at all times.

We utilize the entire Recreation Park, including the modulars, gym, main building, ball fields, restrooms and playgrounds. The park does not have fencing and our staff is vigilant in supervision of all groups. Campers are never allowed to go into restrooms without staff first checking for safety and they are never released to an individual without receiving a check-out pass.

Our program activities include sports, arts and crafts, interactive games, seasonal explorations, creative learning opportunities, social time with friends and occasional field trips. The program is monitored by our Youth Services Manager and staffed from our licensed Discovery Clubs. Campers bring their own lunches and are encouraged to bring a healthy morning snack. Afternoon snacks are provided.

If a parent/guardian is called to pick up a child due to illness, injury or other concerns, the child must be picked up from the program within an hour of the call. Sick children may not return until symptom-free for 24 hours or a doctor releases them. In the case of lice, the child may not return until there is no evidence of lice present. Parents must report any cases of contagious illness to day camp staff immediately.

Children are not allowed to bring toys, cell phones, laptops, or communication devices of any type. Campers may not access the internet on any device while at Day Camp. Campers may not photograph or record other campers, staff or public. Campers who bring video game devices must turn them in to the director upon arrival and may check them out when the schedule allows their use (please see the posted rules in the modulars).

In the interest of safety, campers may not wear backless shoes, shoes with wheels or high heels. Campers are to dress modestly and cover all undergarments. It is recommended that campers dress in layers or bring jackets daily. Label all belongings. Any items left in the Lost and Found in our day camp modulars will be donated at the end of the school year.

Day Camp is not responsible for lost, stolen or broken personal items belonging to day campers or parents. Do not bring expensive personal items or money to camp.

Campers must be signed in by an adult and may not be dropped off at the curb. **Photo I.D. is required at pick-up.** Campers may only be signed out by an adult from the child's registration. They will receive a pass to present to staff. Campers are not allowed to check themselves out of the program. Adults picking up must sign with a full signature and note the time on the sign-out form. Individuals who do not observe our sign-out procedures will not be allowed to pick up. Parent/guardians may make changes to the approved pick-up list on the registration form at any time. If someone other than a parent/guardian is picking up, please give a note to the Director at the time of sign-in and add the person to the list if they are not currently on it. At any time, if a person on the pick-up list becomes problematic, someone else must pick up the child. Please plan on 15 minutes at pick-up.

If parents share joint legal and/or physical custody, both parents must be listed on the registration paperwork. We ask that parents respect their custody agreements and not place our staff—or their children—in a difficult situation by coming when not expected. Requests for split payments (as a result of custody agreements) must be approved in advance by the Youth Services Manager and may be denied if payments are not made in a timely manner. If the account is not kept current, regardless of which parent is responsible for the payment, service will be terminated.

Subsidized Care:

We accept child care payments from subsidy groups such as Placer County Office of Education (PCOE) if we receive approval prior to use. Parents receiving subsidized care must complete a new registration packet each year and submit vouchers before camp sessions begin. We do not hold space for subsidized care without a voucher, and we advise parents to turn them in early to ensure space.

Any days not covered by the subsidy group *for any reason* will be the responsibility of the parent and will interrupt service until the account is cleared. Parents are required to call the day camp modulars in advance of absences, giving a reason for the absence. (530/889-5619) Paperwork is to be completed daily.

Medications:

The state of California does not allow day camp staff to administer medications to campers. We can assist campers in self-administration of their medications including epipens. Medications must be in their original containers with a signed Parent Consent for Administration of

Medications and Medication Chart indicating dosages and times. We cannot administer medication to a camper who is unresponsive, but will begin CPR and call 911 immediately.

All medications, including over-the-counter items, must be turned over to the Day Camp Director when the child is signed in each morning and a permission form must be completed in order for staff to help the child self-administer. It is the parent’s responsibility to pick up the medications on the last session day that the child attends. We do not allow children to carry their own medications, including cough drops. Please see the camp director regarding older campers and inhalers.

If your child needs assistance applying sunscreen, a spray sunscreen will be required.

Reasons for Termination of Service can include, but are not limited to:

- Violent or sexual behavior or harassment, including threats made toward a child, parent, staff person or member of the public or injury to any animal
- Possession of illegal or potentially dangerous items or weapons
- Willful destruction or theft of property
- Non-payment of an outstanding account
- Repeated late pick-up
- Failure to follow the guidelines established by a subsidy group for payment
- Nonproductive relationship with parent or child
- Disruptive or inappropriate behavior such as unacceptable language, gestures or subject matter which adversely affect the program, bullying or disrespect shown toward staff, parents, children or members of the public, or repeated disregard for day camp rules and procedures.
- Child leaving or being removed from our care without following proper sign-out procedures.

I have read and agree to abide by the terms of this Discovery Day Camp 2018-19 agreement:

(date) _____

Parent: _____ Child/children: _____