

Counselor-In-Training 2010



At Recreation Park

For completed 7th, 8th & 9th grade students

School: _____

Last Name

First Name

C.I.T. #1:

Age:

Birthday:

Grade completed:

C.I.T. #2:

Age:

Birthday:

Grade completed:

C.I.T. #3:

Age:

Birthday:

Grade completed:

Please Print

PHOTO I.D. REQUIRED AT PICK-UP

Mother:

address:

Home phone:

work phone:

Cell:

Mother's CDL:

Custodial parent: ____yes ____No

email (opt): _____

Father:

address:

Home phone:

work phone:

Cell:

Father's CDL:

Custodial parent: ____yes ____No

email (opt): _____

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 C.I.T. to any other individuals. Update this list as necessary.

Allergies:

Epipen provided: YES NO

Special needs:

Daily Meds:

Restraining order: YES NO (please attach, if applicable)

My C.I.T. 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: _____

CONSENT FOR EMERGENCY MEDICAL TREATMENT- Child Care Centers Or Family Child Care Homes

AS THE PARENT OR AUTHORIZED REPRESENTATIVE, I HEREBY GIVE CONSENT TO

SDC2010 Summer Discovery Day Camp TO OBTAIN ALL EMERGENCY MEDICAL OR DENTAL CARE
FACILITY NAME

PRESCRIBED BY A DULY LICENSED PHYSICIAN (M.D.) OSTEOPATH (D.O.) OR DENTIST (D.D.S.) FOR

_____. THIS CARE MAY BE GIVEN UNDER
NAME

WHATEVER CONDITIONS ARE NECESSARY TO PRESERVE THE LIFE, LIMB OR WELL BEING OF THE CHILD
NAMED ABOVE.

CHILD HAS THE FOLLOWING MEDICATION ALLERGIES:

DATE

PARENT OR AUTHORIZED REPRESENTATIVE SIGNATURE

HOME ADDRESS

HOME PHONE
()

WORK PHONE
()



Summer 2010 Counselor-in-Training Field Trip Permission Form

I give permission for my C.I.T.(s) _____ to participate in all field trips (including walking excursions) appropriate to his/her group during the course of the 2010 Summer Discovery Day Camp and to receive emergency medical treatment.

Parent/Guardian _____ Date _____

In case of emergency, please call (in order of preference):

Name: _____ Phone: () _____

Phone: () _____

Name: _____ Phone: () _____

Phone: () _____

Name: _____ Phone: () _____

Medical conditions:

Daily Medications:



Summer 2010 Counselor-In-Training

I give permission for my C.I.T. _____ to sign him/herself in and out of ARD's Counselor-in-Training program without a designated adult from the pick-up list.

Parent's signature: _____

Date: _____



Summer 2010 Counselor-in-Training Parent Agreement

GENERAL INFORMATION

Ages: for students who have completed 7th, 8th or 9th grades

Location: Day Camp Modulars, Recreation Park at Auburn Area Recreation & Parks
District in Auburn

Phone: (530) 889-5619

Opening day: Monday, June 14 **Closing Day:** Friday, Aug. 13 **Closed** July 5

Registration: \$25 per household (waived if C.I.T. has a sibling in summer day camp)
1 Day Camp T-shirt included (extras \$8 each while supplies last)

Hours: Full day: 7:00 a.m. to 6:00 p.m.

Half day: 7:00 a.m. to 12:30 p.m. OR 12:30 p.m. until 6:00 p.m.

Late pick up fee: \$1.00 per minute beginning at 12:31 p.m. or 6:01 p.m. by the site clock

Field trips: \$10 each. The fee is included in full session (full day) payments.

PAYMENTS

Payments are due at Customer Service before closing (4:00 p.m.) on the due dates below:

Session I June 14-25	Due June 11
Session II June 28-July 9	Due June 25
Session III July 12-23	Due July 9
Session IV July 26-Aug. 6	Due July 23
Session V Aug. 9-13	Due Aug. 6

Registration in the program does not guarantee space. Parents must contract and pay in advance to reserve days.

Special savings: Refer a new family to Summer Day Camp (including C.I.T.s) and you each save 20% on one session when you both sign up. This applies to both full and half day rates and may not be combined with other offers.

FULL DAYS

Full day price: \$28 per day, paid by due date, \$30 per day after due date. Any days paid after 4:00 p.m. on the due dates are considered drop-in. C.I.T.s may be contracted for individual days or for full sessions. Full sessions include every day within the session. Full sessions paid at the full day rate will include the price of field trips for that session and receive a \$10 discount. May not be combined with other offers.

Special non-refundable offer: Pay for all five sessions (full days only) by the first session and receive a 10% discount plus the price of field trips. May not be combined with other offers.

Our full days begin at 7:00 a.m. and end at 6:00 p.m. We open our doors at 7:00 a.m. A late pick-up fee will apply at 6:01 p.m. by the site clock.

HALF DAYS

Half day price: \$20 per day, paid by due date, \$22 per day after due date. Days paid after 4:00 p.m. on the due dates are considered drop-in. C.I.T.s may be contracted for individual days or for full sessions. Full sessions include every day within the session. Fees for field trips are not included at the half day price and must be added to the session payment. Certain field trip days will not be available as half days. Please check with the Day Camp Director between 7:00 and 10:00 a.m. in advance to see which days are not available as half days before making your session payments.

Our half day mornings begin at 7:00 a.m. and end at 12:30 p.m. A late pick-up fee will apply at 12:31 p.m. by the site clock. Half day C.I.T.s who attend in the morning should bring a snack and lunch (lunch is 12:00-12:30).

Our half day afternoons begin at 12:30 and end at 6:00 p.m. C.I.T.s are not allowed to check in before 12:30 p.m. and a late pick-up fee will apply at 6:01 p.m. by the site clock. Half day C.I.T.s who attend in the afternoon will be arriving after lunch time is over and should eat lunch prior to arriving. Those who wish to swim on swim days must be wearing a swimsuit beneath their clothes upon arrival. Afternoon snack will be provided.

OTHER FEES AND INFORMATION

Late pick-up fee: \$1 per minute applies at 12:31 p.m. (half day) or 6:01 by the Day Camp clock, payable at pick-up or by closing the following business day. We expect our staff to lock the Day Camp modular promptly at 6:00 p.m. Parents who show up at 6:00 or after, or who keep staff at the program after 6:00 will be charged the late fee. Any late pick-up fees must be paid at the time of pick-up or by closing the next business day. If your C.I.T. is not picked up by 6:00 p.m. and we have had no contact with a responsible

adult by 6:30 p.m., we will call Child Protective Services. **Repeated late pick-up will result in termination of service.**

All days must be paid prior to use. Please see 'Payment Information' for payment options. In the event that an account is found to be in arrears for any reason, regardless of who is responsible for payment, care will be terminated until payment is received. Repeated incidents of non-payment will result in expulsion from the program, and outstanding payments will prevent registration in other ARD programs.

Refunds/credits/day changes: Refunds, credits and changes of days must be requested two weeks in advance of the session. We do not give refunds or credit for unused days, and these days may not be switched to make up for absences. There is no refund for other ARD lessons, classes or camps missed due to field trips, nor do we offer a part-time discount to participants of these activities other than the half day rate at the session times offered.

Returned checks: In the event of a returned check, a \$30 fee will be added and no checks will be accepted for any ARD programs thereafter for a period of one year.

NEW THIS YEAR

Swim lessons: We will only be available to walk campers to and from swim lessons at the 10:00-10:30 a.m. swim lesson time (this includes private lessons). If your camper is enrolled for other swim lesson times during day camp, we will not be able to take him/her to lessons. This change has been made in order that our staff may remain at swim lessons to walk campers to the restroom if necessary. If your camper is signed up for swim lessons during the week of July 5-9, be aware that day camp will be closed on July 5th but swim lessons will still be offered that day. We do not reimburse for swim lessons that are missed due to field trips or other day camp activities.

Field trips: Payments for field trips must be included with session payments. The price of field trips is included in full session payments for full days but not for half days. Some field trips are specific to an age group and some include all campers who are contracted for the day. For 'all camp' field trips, there will be no other care available at day camp during that time and any campers/C.I.T.s in attendance must be signed up for the field trip. See the Directors for a list of field trip times and availability. Each C.I.T. must have a signed 'Summer 2010 C.I.T. Field Trip Permission' form on file prior to attending the field trips. This permission slip applies to all field trips and away activities for the 2010 summer season.

Drop-ins: Days added after 4:00 p.m. on the session due dates are considered drop-in and are \$2.00 extra per day (\$30). Call after 8:30 a.m. on the day you need care to check for space availability. Payment is due to the Director at the time you sign in your C.I.T. that day. There are no drop-ins accepted on field trip days for those groups attending the field trips.

PROGRAM INFORMATION

We endeavor to make Day Camp an enriching, active and safe experience for all. Therefore, we expect C.I.T.s to respect staff, fellow campers, members of the public and property. Failure to do so may result in dismissal from the program. All C.I.T.s are expected to participate in Day Camp activities and to comply with the camp rules, including the ban of specific electronic, wireless, or video equipment and other objects and behaviors outlined in our Parent Handbook.

Swimming: The full day and afternoon half day rates include pool admission (yes, our program pays for each camper who swims). **We do not allow spray sunscreens for the safety of our younger campers.** All campers/C.I.T.s are required to pass a swim test administered by our lifeguards prior to using the pool. See the Parent Handbook for more information.

Medications: All medications must be left with the Day Camp Director immediately upon arrival, including prescriptions, cough drops, inhalers and over-the-counter medications. Medications must be in their original containers accompanied by a doctor's note and a signed Parent Consent for Administration of Medications and Medication Chart.

Custody agreements: We require copies of court ordered custody agreements along with copies of any applicable restraining orders at the time of registration each year. This is especially important in cases of full legal and/or physical custody. Split payments must be requested and approved by the Program Manager at the time of registration. At any time that a split payment arrangement becomes problematic, this accommodation will be rescinded and we will only accept in-full payments from one responsible party. **Payment must be received prior to use, regardless of which parent is responsible. In the event that an account is found to be in arrears for any reason, regardless of who is responsible for payment, care will be terminated until payment is received, with possible expulsion from the program.**

Subsidized care: Parents who have arrangements with subsidy groups for payment must pay the registration fee at the time of registration. We must receive approval from the subsidy group prior to Day Camp use. Any fees not covered by the subsidy group will be the responsibility of the parent and non-payment will result in loss of service and prevent registration in other ARD programs. Payment vouchers must be completed correctly for each C.I.T. for each session and submitted to the Director by the due dates, with the name of the subsidy group printed at the top. (see Payment Information) Any field trip fees that are owed must be paid by the parent at the time they submit these payment vouchers. Parents who fail to abide by the proper sign-in/out protocol on a daily basis will cause care to be suspended and will owe any fees that are not covered as a result. Repeated disregard for proper compliance will result in expulsion from the program.

Please keep pages 1-4 of the parent agreement and return this page with your registration packet.

Thank you

I have read the Summer 2010 Counselor-in-Training Parent Agreement and agree to abide by the information listed therein.

Parent/Guardian:_____ Date:_____

C.I.T:_____

C.I.T. (Counselor-in-Training) Agreement

Our C.I.T. (Counselor-in-Training) program is for students who have completed 7th, 8th or 9th grades and are interested in developing job skills and gaining experience toward future employment. C.I.T.s must be respectful, responsible, cooperative and willing to assist staff and campers. We determine a best fit for our program in order for our C.I.T.s to gain a sense of enrichment and accomplishment. C.I.T.s typically assist with snack preparation, set-up for special events, assist program leaders in their groups, walk campers to and from the playground, and implement art and sports activities. C.I.T.s follow the same rules as day campers.

C.I.T.s may not carry medications in their possession, for the protection of our day campers. Medications must be brought in the original container and left with the Director upon check-in. Parents must complete a form giving staff permission to administer medications. If the C.I.T. has medication that needs to be administered, the parent or C.I.T. must check it in daily with the Director at the day camp modular.

C.I.T.s must be signed in and out by a parent or guardian each day, unless there is a form on file signed by the parent or guardian that gives the C.I.T. permission to sign him or herself in and out of the program.

C.I.T.s are expected to refrain from using offensive language and from discussing inappropriate subjects while at Summer Day Camp. No illegal substances or offensive literature are allowed. Offensive or inappropriate logos may not be worn. Recording devices are not permitted and cell phones may not be used until sign-out. C.I.T.s may not share music (CDs, iPods, etc.) with other day campers.

C.I.T.s may not leave the grounds or their designated groups while signed in. Failure to comply may lead to expulsion from the program.

We have read and agree to the above:

C.I.T. _____

Parent initial: _____

Date: _____

Summer 2010 Counselor In Training Payment Information



- **Registration in the program does not guarantee space.**
- **You must contract and pay in advance to reserve your days.**
- **Payments must be received before days are used.**
- **We do not give refunds or credit for days of absence and we do not move days to make up for absences.**
- **Any requests for refunds, credits or changes must be requested at least two weeks in advance of the session.**
- **Payments of any kind must be accompanied by payment vouchers.**

Registration fee: \$25 per family (waived if CIT has a sibling in Summer Day Camp)

Full Day: 7:00 to 6:00 - \$28 per day by due date, \$30 after due date

Half Day: 7:00 to 12:30 OR 12:30 to 6:00 - \$20 per day by due date, \$22 after due date

Late Fee: \$1.00 per minute beginning at 12:31 p.m. or 6:01 p.m. by the site clock

Due dates:

Payments are due at Customer Service by 4:00 p.m. on the due dates below:

Session I June 14 – 25	Due June 11
Session II June 28 – July 9	Due June 25 (closed 7/5)
Session III July 12-23	Due July 9
Session IV July 26-Aug.6	Due July 23
Session V Aug. 9-13	Due Aug. 6

Payments may be made:

- By check (not cash or credit) at the Day Camp modulars before 10:00 a.m. Mon. – Fri. beginning June 14.
- By cash, check or credit in the Customer Service office between 9:00 a.m. and 4:00 p.m., Mon. - Fri. Payments left in the Customer Service drop-slot after 4:00 on the due dates will be considered drop-in.
- By faxed credit card authorization to Customer Service between 9:00 a.m. and 4:00 p.m. Mon. – Fri. *Please call ahead.* Phone: 885-8461 ext. 0
- By mail to ARD, 123 Recreation Drive, Auburn, CA 95603 (payments must be *received* by Friday 4:00 deadlines, *not postmarked*)

Ways to save:

- Pay for the entire summer (all 5 sessions – full days only) by the first session and save 10% plus the price of field trips. **This is non-refundable** and may not be combined with other offers.
- Pay for full sessions individually (full days only) and save \$10 per session plus the price of field trips. May not be combined with other offers.
- Refer a new family to Summer Day Camp and you each save 20% on one session when you both sign up. This applies to both full and half day rates and may not be combined with other offers.

There is no refund for other ARD swim lessons, classes or camps missed due to field trips or events, nor do we offer a part-time discount to participants of these activities other than the half day rates and times available.

Late pick-up fee: \$1.00 per minute by the site clock beginning at 12:31 (half day) or 6:01 p.m. payable at the time of pick-up, or by closing the next business day. Payment voucher required.

Field trips: \$10 per field trip for campers who are half day or who are not enrolled for full sessions. Payments for field trips will only be accepted with the session payment. Please check availability - some field trips require full day enrollment.

Extra T-shirts: \$8.00 each. One t-shirt comes with registration. This t-shirt is mandatory for field trips. Extras are only available while supplies last.





Dive into the first day of Summer Discovery Day Camp

For all Campers/C.I.T.s:

- Session I payments are due in Customer Service by 4:00 p.m. on Friday, June 11. Payment vouchers are on our website
- Flip flops & backless shoes are not allowed
- Medications (including over-the-counter) must be given to the Day Director upon arrival along with permission forms
- Alert the Day Director at check-in if your camper is scheduled for swim lessons or other ARD classes at Recreation Park
- Leave valuables, cameras & other recording devices at home. Label all belongings. Cell phones may only be used after the C.I.T. is signed out.
- Bring a labeled water bottle
- Apply sunscreen before arrival
- Wear layers for the first week - mornings are chilly
- Parents always bring photo I.D. to pick-up or complete the form allowing your C.I.T. to sign him/herself out

Also for full day Campers/C.I.T.s:

- Bring morning snack & lunch with a drink (no fridge or microwave)
- If choosing to swim, bring a bathing suit, sunscreen (no sprays allowed), towel

Also for morning Campers/C.I.T.s:

- Bring morning snack & lunch with a drink (no fridge or microwave)

Also for afternoon Campers/C.I.T.s:

- If choosing to swim, bring a bathing suit, sunscreen (no sprays allowed), towel

