

FORT MYERS BEACH PARKS AND RECREATION



Town of Fort Myers Beach
Parks and Recreation Department
2731 Oak Street
Phone: (239) 765-4222

Summer Camp 2019 Registration and Information Packet



The Town of Fort Myers Beach Parks and Recreation Department would like to welcome you to our Summer Camp Program! We look forward to having a fun and enriching summer full of engaging activities for your children! We are very excited to meet new faces and welcome back our returning participants! 😊

Our Mission

Our mission, through responsible stewardship, is to provide quality parks, programs, services and experiences that energize visitors and create life-long users and advocates.

Camp Setting

The setting for our camp will be at Bay Oaks Recreation Center, the Fort Myers Beach Pool and the surrounding park facilities. This includes both indoor and outdoor activities, which will expand through sports, swimming, enrichment activities, scavenger hunts, and hands on crafts. There will also be multiple trips throughout the summer where the kids will explore Southwest Florida and experience different fun and educating places handpicked by our staff to keep your kids entertained!

Field Trip Policy

Field trips are an included part of our Summer Camp program; however, there may be circumstances where a trip is altered, canceled, or rescheduled due to measures beyond our control. Parents, please view the Summer Camp schedule to ensure that participants arrive at camp with appropriate supplies and attire. In addition, all campers must go to the Fort Myers Beach Pool on scheduled days.

Age Parameters

The Town of Fort Myers Beach Parks and Recreation Department operates the camp for children ages 5-12 years old. Children must be 5 by the first day of camp. Children who are 12 when they register, but will turn 13 by the end of camp are approved to participate.

Camp Staff

Our counselors are eager to spend their summer getting to know your children! All of our staff has been trained, cleared background checks, and will be monitored by lead staff to ensure the safety of your children. Our Camp Coordinator will closely monitor the camp and camp counselors. Our staff have been trained to make your child's safety a priority while still having fun! If you have any questions or concerns, please reach out to the Camp Coordinator.

Lunch and Snack

Each child is required to bring their own packed lunch from home. During breaks and before lunches, the vending machine will be open for participants. Staff will not be able to refrigerate or heat any lunches for participants. Bay Oaks will provide a small snack for summer camp participants in the afternoon. And the Mound House will be providing reusable water bottles for each summer camp participant to use throughout the week.

First Aid

Many children have unknown allergies and/or reactions to certain types of first aid supplies. Please note on camp forms any known allergies that your child has. Children may carry medicine, inhalers, Epi-pens or any other form of medications in their backpacks but are solely responsible for administering and keeping track of their own belongings. All staff members are lifeguard, first aid, and CPR certified. A parent will be called if any further direction is needed. If the child's injury requires medical attention, staff will take proper measures and notify the proper parents/guardians and Fort Myers Beach Rescue.

Sunscreen

Sunscreen is essential while attending Summer Camp. Please purchase a bottle of sunscreen to leave in your child's backpack all summer. We will spend the majority of our time outside or swimming at the pool and it is vital to prevent burning. If your child needs assistance with sunscreen, we ask that you purchase a bottle of SPRAY sunscreen. We will do our best to remind participants to reapply sunscreen, but it is their responsibility to do so.

Dress Code

All participants must have closed toe shoes while attending camp. Children will not be permitted to participate in active activities without proper footwear. Your child is enrolled in camp to have fun, learn, and play in a safe and structured environment- do not send him/her in clothes that cannot get dirty.

On pool days please send your child with a towel, bathing suit, sunscreen and change of clothes.

Personal Belongings

Please label any items that your child brings to camp. The Town will not be held responsible for lost or stolen items. In a growing age of technology, we will be encouraging our camp to get active and spend time outdoors this summer away from screens. We ask that cellphones stay in the child's backpack. If you need to speak with your child for any reason, please contact the front desk at 239-765-4222 and a staff member will get your child.

Camp Rules

The following is a summary of our Summer Camp Rules. These guidelines are implemented to ensure the enjoyment and safety of camp participants. It is essential that parents/guardians and campers are aware of these guidelines and that the instructors implement them to ensure that all disciplinary measures are consistent and fair throughout the camp.

1. Have Fun!!

2. Respect your instructors at all times.

- a. No talking when they are talking.
- b. Listen carefully when they are talking.
- c. Obey all rules your instructor implements.

3. Respect all other camp participants at all times.

- a. Absolutely no fighting,
- b. Participants must keep their hands and feet to themselves at all times.
- c. No arguing, name-calling, or swearing.
- d. Participate in each session and help others do the same.

4. Respect the Property and Rules of our facility and other facilities we are at.

Discipline

Offenses will be kept track of through an incident report. Incident reports will be printed and a parent signature will be required for each offense. If a parent or guardian refuses to sign the write up, the participant will not be allowed to return to the program until proper documentation has been completed.

1. Disciplinary Action:

a. First warning is given along with an explanation as to why the behavior is inappropriate. If the behavior continues, it will be followed by the following disciplinary action:

i. If it occurs again, the participant will sit out of an activity for a period of time (i.e. Time Out).

ii. If it occurs again they will sit out of a whole activity. The parents will be notified during afternoon pick-up of the inappropriate behavior.

OR

iii. The camp leader has the right to arrange with the parent for the child to leave the camp for the rest of the day.

iv. If it continues, a phone call will be made to the parents to discuss the behavior and their attendance may be suspended for a whole day.

v. If the participant's behavior shows no improvement, ultimately he/she may be asked to withdraw from the camp.

REFUNDS, full or partial, will NOT be made due to disciplinary suspensions or expulsions.

Camp Hours and Late Fees

Camp Hours

Camp will run Monday through Friday from 7:30AM-6:00PM.

Please do not drop off your child before 7:30am as we do not open before 7:30AM. Although camp begins at 7:30AM, the check-in period lasts from 7:30AM-9:00AM.

There is no before-care offered.

Late Pick-Up Fees

After 6:00PM, there will be a \$5.00 fee per 15 minutes per child. This fee is due immediately, at the time of pick up.

Late Pick-Up Policy

1. If, at the program's close at 6:00PM, participants remain on-site, staff will attempt to contact the parent/guardian to pick up the child.
2. The parent/guardian will be charged a late pick-up fee (stated above).
3. If the parent/guardian refuses to pay, that child will not be allowed to continue to participate in camp until the fee has been paid.
4. If a parent/guardian knows they will be late, they should contact Fort Myers Beach Parks and Recreation Department at (239) 765-4222, as soon as possible to notify staff (the late fee will not be waived).
5. If a participant has not been picked up by 7:00PM, the parent/guardian has not contacted the camp, and no other authorized person could be contacted to pick up the child up, staff will contact the Lee County Sheriff's Office to come pick up the child and document the incident.
6. At no time will an employee of the Town of Fort Myers Beach Parks and Recreation Department transport a child home.

Payment Procedure

- Summer Camp consists of ten (10) weekly sessions;
- Payment of \$75/member, or \$100/non-member must be paid prior to the camper participating in Summer Camp;
- **Payment must be made in full prior to the beginning of camp.**
- Payment may be made in the form of cash, credit card, or check made payable to *Bay Oaks Recreation Center*;
- Partial or full scholarships may be available for qualified campers. Please contact the Camp Coordinator about the current availability for scholarships.

Parent Packet Checklist

Listed below are all the items that are included in the Parent Packet. As you review the material in the packet, please refer to the checklist.

Items that must be READ, SIGNED, and RETURNED:

- Acknowledgement of Receipt of Parent Packet
- Camp Behavior Form
- Daily Check Out Procedure
- Emergency Contact List
- Authorized Pick-Up List
- Swimming Permission Form
- Kayak Permission Form
- Cancellation Policy Acknowledgement
- Town of Fort Myers Beach Participant Waiver and General Release Form

ITEMS TO KEEP FOR YOUR REFERENCE:

- Mission/Camp Mission Statement
- Camp Objectives
- Lunch Policy
- Late Fee Policy
- Money Policy
- Camp Discipline Behavior Report

Please complete and return all copies of the parent packet the day of registration for the camp.

AUTHORIZED PICK-UP LIST

Name of camp participant (please print): _____ Age: _____

Attention Parent/Guardian: Only those listed on this form will be authorized to pick up your child. Any person not listed below will be unable to pick up your child from camp.

Persons Authorized to Pick Up Your Child:

Name:	Phone Number:	Address:	Relationship:

Persons Who Are Absolutely NOT Allowed to Pick Up the Child:

Name:	Relationship:	Action to be taken:

EMERGENCY CONTACT LIST

Name of camp participant (please print): _____

Attention Parent/Guardian: In the event that an emergency takes place at camp involving your child, we want to make sure we can reach you or someone in your family. Please list below emergency contacts. Please list the contacts in the order of importance. For example, the first contact listed should be the one where we are most likely to reach you or someone you can trust.

Name:	Phone Number:	Address:	Relationship:

Cancellation Refund Policy

Please know that the camp you have enrolled your child in has the following cancellation policy:

NO REFUNDS will be issued if your camp session has already begun.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

Swimming/ Kayaking Permission Form

Bay Oaks Summer Camp will be making weekly trips to the aquatics facility on Monday, Wednesdays and Fridays. The Campers will be at the pool every Monday, Wednesday and Friday from 1:00pm-3:00pm. Each Camper will be required to pass a swim test conducted by a certified aquatics staff member. Periodically we will be taking kayak trips with the kids. Campers will be partnered younger-older.

I, _____ Do ___ DO NOT ___ GIVE PERMISSION FOR MY CHILD, _____, TO ATTEND THE SWIMMING/KAYAK TRIPS.

PARENTS SIGNATURE _____ DATE _____

Daily Drop Off/Pick Up

Name of camp participant(s) (please print) _____

A. CHECK IN

All parents are required to enter the lobby of the facility and check in their camper. Staff members will be available to meet and greet the parents and their campers.

B. PICK UP

1. ALL camp participants must be signed out on the computer daily by a parent or guardian who has been listed in the authorized pick-up list and approved to pick up the child.

2. Picture identification of the parent/guardian must be shown to camp staff in order to pick up a child. Until staff and parents are familiar with each other they will be asked to show identification.

3. Anytime an unfamiliar person attempts to pick up a camper they will be asked to show identification. Staff will also check the Authorized pick-up list to see if they are eligible to pick the camper up. Parent or guardian may be called for verification on the pickup.

4. Children who walk, ride a bike, or leave the facility at the end of the day to attend another function inside the park CANNOT leave the site without a parent or guardian submitting a release form with staff. If the participant is given permission and a form was submitted the participant is required to sign themselves out at the front lobby.

5. If a parent or guardian refuses to sign out a child from the program, or refuses to show ID, staff can refuse to release the child into their custody. If a parent/guardian or other adult attempts to remove a child without showing identification or signing out, staff will treat the incident as an attempted abduction from the camp. The sheriff's department will be called, and staff will attempt to record license plate and description of the car the participant left in.

I have read and agree to abide by the above policies regarding the pick-up of my child from the Bay Oaks Recreation Center summer camp. I understand that I am responsible for following the rules and procedures set forth, and will be held accountable for violations of above said rules.

Parent/Guardian Signature: _____ Date: _____

Participant Waiver and General Release Form

Town of Fort Myers Beach, Florida

WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK

FOR THE TOWN OF FORT MYERS BEACH, FLORIDA

Please read this form carefully and be aware that in signing up and participating in Town of Fort Myers Beach (hereinafter "Town") activities/programs, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you and/or your minor child might sustain as a result of participating in any and all activities connected with and associated with Town of Fort Myers Beach programs/activities (including transportation services/vehicle operation, when provided).

I recognize and acknowledge that there may be certain risks involved in participating in Town

programs/activities, and I voluntarily agree to assume the full risk of any injuries, damages or loss that my child or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child may have (or accrue to me or my child) against the Town as a result of participating in such program/activity, including but not limited to claims against Town Officials, officers, employees, agents, independent contractors associated with such programs/activities in any capacity, Recreation Manager, Recreation Staff, and/or volunteers (hereinafter collectively referred to as "parties"). I do hereby fully release and forever discharge the parties from any and all claims for injuries, damages or loss (including but not limited to attorneys fees and/or appellate attorneys fees associated therewith, whether or not suit is filed) that my minor child or I may have or which may accrue to me or my minor child and arising out of, connected with, or in any way associated with these programs/activities or any of them.

This will certify that I, as parent/guardian with legal responsibility for this participant, do consent and agree to his/her release as provided above and for myself, my heirs, assigns, and any other interested parties. I understand that photographs, videos or other recording of my and/or my child's face, likeness, and/or voice may occur during Town programs/activities. By signing below, I hereby agree that such face, likeness and/or voice may be published by the Town in brochures, newsletters, or other advertising for the Town.

I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering via fax, my facsimile signature shall substitute for, and have the same legal effect as, an original form signature.

PARENT/GUARDIAN SIGNATURE

WITNESS SIGNATURE

PRINTED NAME:

PRINTED NAME:

DATE

DATE