LAKE PARK SUMMER CAMP

JUNE 11 - AUGUST 3, 2012

PARENT HANDBOOK

Lake Park Parks and Recreation Department

561-881-3338 * 561-881-3314 fax

www.lakeparkflorida.gov

LAKE PARK'S
8-WEEK SUMMER CAMP

JUNE 11 - AUGUST 3, 2012

The Registration Fee Is Paid <u>One-time</u> and Due at the Time of Registration (Youth Ages 6-12)

<u>ONE-TIME FEE</u>:

$70.00 per child Town Resident
$45.00 per additional child

$ 110.00 per child Non-Resident
$ 65.00 per additional child

* (2) T- Shirts are included in the registration fee.

<u>WEEKLY FEE</u>:

BUS TRIPS & SPECIAL ACTIVITIES

$55.00 <u>per week</u> Town Resident
$65.00 <u>per week</u> Non-Resident

OPTIONAL EXTENDED CARE
(7:30 a.m. - 9 a.m. / 4:00 p.m. - 5:30 p.m.)

$20.00 <u>per week</u>
$10.00 <u>per week</u> per second child

LAKE PARK RECREATION CENTER
(Located at the Lake Park 7th Street Ball Fields)

For more information call Lake Park Parks & Recreation Department
881-3338

POLICIES AND REGULATIONS

LOCATION

The Lake Park Summer Camp takes place at the Lake Park Recreation Center located at the Lake Park Ball Fields, 311 7th Street.

AGE GROUPS

Ages 6-9 and Ages 10-12 years.

HOURS

Summer Camp regular hours are from **9:00 a.m. - 4:00 p.m. MONDAY- FRIDAY**. Extended Care hours are also available in the morning and afternoon for an additional $20 per child per week. A second child in the extended care will cost $10.00 per week. The camp will run from **June 11, 2011 until August 3, 2012**.

NO REFUNDS

Once the registration fee is paid to enter one or more children into the Lake Park Summer Camp, there are **ABSOLUTELY NO REFUNDS!**

DROP OFF / PICK UP

Children should be dropped off **NO EARLIER** than 9:00 a.m. each day of the program; Pick-up in the afternoon is **NO LATER** than 4:00 p.m.

EXTENDED CARE

Extended Care drop-off is at 7:30 a.m. and Pickup is at 5:30 p.m. (or before) for a cost of $20 per week. A second child will cost $10.00 per week. The Extended Care cost must be paid on or before Monday of each week and is due whether the child needs Extended Care one day a week or all week. A late fee of $5.00 will be charged for every 10 minutes over 5:30 p.m. The first $5.00 will be charged at 5:31 p.m. **THIS WILL BE STRONGLY ENFORCED**.

BUS TRIPS AND ACTIVITIES

Every Monday, you must pay the weekly fee of $55.00 for residents & $65 non- residents. Since the weekly activities (movies, bowling, zoo, bounce houses, entertainers, etc.) are paid for at the time that they are scheduled, **CASH OR CHECK WILL BE ACCEPTED AS THE WEEKLY FEE**. So that you are aware of what the daily activities are, a weekly flyer will be available on the Friday before the new week.

RAINY DAYS

Although parents may wish to keep their children at home on severe weather rainy days, especially those days of limited activities, the camp will still be open with inside activities. On days scheduled with such trips as the movies, we will still go to the movies.

LEAVING THE GROUNDS No child will be permitted to leave the grounds during the summer camp program. If you wish to pick up your child early, please send a note with your child or notify a counselor in the morning.

Policies and Regulations (Continued)

DRESS CODE

Parents are responsible for making sure their child is dressed appropriately. Please wear socks and sneakers every day. No sandals or crocks will be permitted. Be sure to check the weekly schedule for which days to wear or bring swim suits, towels, etc... We ask that your child(ren) wear their camp shirts on movie days - either Tuesday or Wednesday.

LUNCH

Campers will not leave for lunch. The campers should bring lunch in a lunch box or bag clearly marked with the child's name on it. Lunches will be stored in a designated area inside the building. Lunch will be anywhere from 11:30 a.m. - 12:30 p.m., every day, unless otherwise notified. Please note that periodically lunch will be served by the summer camp. No lunch will need to be brought on those days. When in doubt, always be sure to pack a lunch.

BICYCLES

Bicycles are to be used for transportation to and from the camp. All Bicycles must be kept in the bike rack area and locked for security. At no time can the bicycles be ridden during camp hours. The Town will not be held responsible for the bicycles.

FIGHTING

Misconduct will not be tolerated. Rough conduct, cursing, vandalism to property, or the property of others will result in disciplinary action, including removal from the camp.

DISCIPLINE

The first misconduct report will result in a conference with the Camp Director, followed by a telephone call to the parents. A second offence will result in a 1-week suspension from the Summer Camp Program. A third offense will result in immediate dismissal from the camp for the remainder of the summer. Severe actions such as blatant destruction may result in immediate dismissal from the camp. No refunds are given to campers that are removed from the camp. In-house "daily" discipline will consist of cleaning the park, and time-out. **DISCIPLINE IS SWIFT AND CONSISTENT.** The camp is designed for all attendees to have a fun and positive camping experience for all by adhering to the rules and respecting others.

QUICK REFERENCE RULES

- Campers must be ages 6-12 years old to participate in the Lake Park Summer Camp.
- Campers must be signed-in and out every day.
- Use only the restrooms in designated areas. Flush and wash hands!
- Do not enter the Recreation Office without a staff member.
- Do not remove any video game disks from the game unit....ever.
- Shirts and shoes must be worn at all times.
- Food, drink and/or candy is not allowed in the Recreation Center.
- Bad behavior, as decided upon by staff - including cursing and bad attitudes, will result in immediate disciplinary action. Continual bad behavior, as stated in the rules and regulations, may result in immediate dismissal.
- Destruction of Town or personal property may result in immediate dismissal.
- Fighting or misconduct may result in immediate dismissal.
- If caught stealing anything from the Town or other campers, the Palm Beach County Sheriff's Department will be brought into the process.

Town of Lake Park Parks and Recreation Department

2012 SUMMER CAMP REGISTRATION

June 11 – August 3

Registration # _____

Registration Fee: Resident $70 ____ Additional Child $45 ____
Non-Resident $110 ____ Additional Child $65 ____

Extended-Care Needed: Yes __ No __ 7:30 a.m.-9 a.m. and/or 4:00 p.m.-5:30 p.m.

Interested in: Week 1 __ (June 11-15) Week 2 __ (June 18-22) Week 3 __ (June 25-29) Week 4 __ (July 2-6)

Week 5 __ (July 9-13) Week 6 __ (July 16-20) Week 7 (July 23-27) Week 8 __ (July 28-Aug. 3)

Camper's Name: First_____ Last_____
Address _____ City_____ Zip _____
Child's Birth Date: _____ Age _____ Male ____ Female ____
Allergies / Medical Needs_____
_____

Parent/Guardian Name: _____ Relationship _____
(cell) _____ (home) _____ (work)_____
Emergency Contact: #1_____ Relationship: _____
Contact Numbers #1_____
Emergency Contact: #2 _____ Relationship:_____
Contact Numbers #2_____

T-Shirt Size (circle) -Child or Adult (XS, S, M, L, XL)

RELEASE OF LIABILITY

I absolve and agree to hold harmless the Town of Lake Park, its employees, officers or agents from any liability which may result from my participation or that of any minor in my custody, in the Lake Park Summer Camp. If the participant is a minor, I also give my permission for his/ her participation in the above activities and for any necessary emergency medical treatments.

Signature_____Date_____

TOTAL AMOUNT PAID $ _____ DATE: _____

Method of Payment (circle): Cash * Money Order * Credit Card * Check # _____

Checks Payable to: Town of Lake Park, 535 Park Avenue, Lake Park, FL 33403