

### DCC Summer Camp Families:

The summer day camp staff are excited for a fun-filled summer, and we cannot wait to get started. We have different weekly themes throughout camp where your children will get to explore all types of fun activities. We want this to be a great experience for all the kids in camp.

### General Camp Information:

- ✓ **Dates:** June 1st to August 21st
- ✓ **Hours:** 7AM-5:30PM on non-summer school days, 12:00-5:30PM on summer school days (6/8-7/3). Sunshine Club, 7-8AM. On full days of camp, please note that our camp may be on the move any time after 10AM. If you choose to drop your child off after 10AM, be prepared to meet our camp off site.
- ✓ **Camp Location:** Deerfield Elementary School Cafeteria.
- ✓ **Contacting our Camp:** You may reach our camp by texting 608-716-1571.
- ✓ Please report a camp absence by texting 608-716-1571.

### Some important reminders!!!

- ✓ We do not provide lunch for your children. Please bring a bagged lunch that does not need refrigeration.
- ✓ **What to Bring:** Your child should bring a bagged lunch, water bottle, swimsuit, towel, tennis shoes, sunscreen, bug spray (if applicable), and even an extra set of clothes. We will supply two snacks each day. You know your child best. If you think they need additional snacks, please pack them.
  - We will have designated space for each camper's belongings.
  - Campers will be required to take home all possessions each day, including water bottles. Items should be washed each night or before bringing them back to camp.
  - Please label all items you send with your child to camp.
- ✓ **Mondays** are **NO BAKE/FITNESS/ELECTRONICS DAYS**. Campers will participate in a fitness class, learn no baking, and if you would like, your child may bring an electronic device with them to camp—time will be limited.
- ✓ **Tuesdays** are **SWIMMING** or **BOWLING** days. On swimming days, please don't forget to send your child with a swimsuit & towel. Children with hair longer than shoulder length will be required to use a hair tie. On bowling days, please be sure your child wears or brings socks to camp with them.
  - We leave camp at 12:45PM, bus to the Cambridge Pool/West Side Park or Lake Ripley Lanes and return around 3:30PM.
  - **Swimming Dates:** June 2<sup>nd</sup>, 16<sup>th</sup>, & 30<sup>th</sup>, July 14<sup>th</sup> & 28<sup>th</sup>, & August 11<sup>th</sup>
  - **Bowling Dates:** June 9<sup>th</sup> & 23<sup>rd</sup>, July 7<sup>th</sup> & 21<sup>st</sup> and August 4<sup>th</sup> & 18<sup>th</sup>.
- ✓ **Wednesdays** are **WHEELS** days. Your camper may bring their bike, rollerblades or scooter and appropriate safety gear (helmet, knee/elbow pads, etc.). Please remember your child should wear socks & tennis shoes every day—on Wednesdays, this will be especially important. On Wednesday we may have some additional Library Programs or scheduled programs (ex- Humane society, zoo to you, etc.)

- ✓ **Thursdays are FIELD TRIP days.** Campers should be dropped off by 9AM and the bus should be back around 4:30PM (we cannot control traffic, but please know we will do our best). We will distribute camp shirts the first Thursday your child attends. **Campers must wear their camp shirt every Thursday!**
  - Please note – those that sign your kiddo up for the Urban Air field trip, waivers are required before arrival to the field trip. All participants must have a waiver on file to play on attractions. Please click the waiver link below to complete:  
<https://booking.urbanairparks.com/waiver?confirmation=955703-ie1k6bag>
    - Please note -- The field trip for the final week of camp will be on the **FINAL FRIDAY, August 21st!** There will be no field trip on Thursday, August 20th. Those who signed up on Thursday that week will participate in Friday activities.
- ✓ If you are looking at signing your child up for other camps during the summer, please know we cannot accommodate the various schedules these camps operate on. DCC will not leave staff behind to wait for your child and will not refund the dates you have committed to for other camps.
- ✓ Due to the seasonal nature of summer camp and the set limitation on spaces offered, no refund shall be provided for absences, changes, withdrawal, or dismissal for cause.
- ✓ Drop off and pick up times are flexible. Camp opens at 7AM and closes at 5:30PM, most days, you may drop off and pick up whenever needed—Tuesdays & Thursdays are the only exceptions when we are off site (please note the departure & return times listed above).
  - Please do not drop your child off before the 7:00am start time. We will not be responsible for your child until camp or Sunshine Club starts.
  - Please remember to pick your child up by 5:30. If there is a late pick-up there will be additional fees.
    - 5-15 minutes late = \$5/child
    - Each additional 1-15 minutes late = \$5/child

#### Discipline-

- ✓ In general, DCC Summer Camp operates on a three-sticking system.
  - #1—Verbal Warning
  - #2—Timeout
  - #3—talk to parent at pick up
- ✓ If behavior is repeated or severe behavior, it will be handled through a three-step process of:
  - first occurrence- behavior report and talk to parent at pick up
  - second occurrence- second behavior report, pick up & a week suspension
  - third occurrence- Pick up immediately and not allowed back to camp for the remainder of the summer

Deerfield Community Center cannot serve children who display chronically disruptive behavior. Chronically disruptive behavior is defined as verbal or physical activity which may include but is not limited to such behavior that: requires constant attention from the staff, inflicts physical or emotional harm on other children, abuses the staff, ignores or disobeys the rules which guide behavior during the program time. For the safety and general welfare of all campers, the Camp reserves the unrestricted right to dismiss a camper whose conduct or influence, in the opinion of the director, is detrimental to the best interests of the Camp.

#### **Health & Wellness:**

- ✓ **Medications:** If your child will require medication at camp, please complete and follow the instructions on this [form](#)
- ✓ Please do not send your child to camp sick!
- ✓ DCC will encourage & practice frequent handwashing.
- ✓ We will follow all guidelines set by Public Health Madison-Dane County and the Deerfield School District. In addition, we will follow health & safety requests set by any businesses/field trip locations and any requests made by guest speakers coming to our camp.

#### **Signing in and out:**

- ✓ Staff will sign campers in and out each day. Sign in will occur in the Deerfield Elementary School Cafeteria.
- ✓ If we are off site, we will post our whereabouts and a contact number on the door of the school.
- ✓ If your camper needs to walk/bike to or from camp, please provide DCC with a signed note in advance that we can keep on file.
- ✓ If your camper is having someone pick up other than their own parent, please provide us with a written note stating who will be picking up. Also, please be sure they know where pick up and drop off takes place.
- ✓ Doors will be locked during our program. If you are picking your child up and you do not see a staff person nearby to let you in, we will have a sign with a phone number to contact and they will let you in.
- ✓ Parents, please feel free to always talk to us about how the day went or any other feelings or concerns you have.

#### **Payments:**

All payments should take place through our online registration system. When you have a balance due, you will be emailed with a reminder to make your upcoming payment. Please do not submit payments to our summer camp staff.

Follow Deerfield Community Center on Facebook. We will be posting all the fun we are having during the summer. Our Facebook page will also have any breaking news or changes in activities. We look forward to making this a fun and safe summer for all participants and we can't wait to meet each and every one of you!