

SUMMER CAMP HANDBOOK

2024



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📍 Vous *appartenez* ici.

📍 You *belong* here.

📸 @urbanaparks



Pg 2 - Camp Contacts

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URBANA PARK DISTRICT 2024 SUMMER CAMP HANDBOOK

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URBANA PARK DISTRICT CAMP CONTACTS

Office Staff

Phillips Recreation Center 217-367-1544 info@urbanaparks.org
- Financial Assistance - Refunds/Transfers/Withdrawals
- Camp Payments - Child Care Resource Services

Nicole Hilberg (she/her) 217-384-4062 nahilberg@urbanaparks.org
- ePACT Camper Information System

Athletics Program Staff – Brookens Gym

Joe Manning (he/him) 217-255-8601 (ext. 305) jamanning@urbanaparks.org
Athletics Coordinator
- Sports Camp - Extended Sports Camp

Community Program Staff - Phillips Recreation Center

Matt Lewis (he/him) 217-367-1544 (ext. 276) mvlewis@urbanaparks.org
Community Program Coordinator
- Summer Arts Camp - Preschool Arts Camp
- Extended Summer Arts Camp

Katie Bickers (she/her) 217-367-1544 (ext. 276) kmbickers@urbanaparks.org
Community Outreach & Wellness Coordinator
- Summer Arts Camp - Preschool Arts Camp
- Extended Summer Arts Camp

Environmental Program Staff – Anita Purves Nature Center

David Subers (he/him) 217-384-4062 (ext. 361) dasubers@urbanaparks.org
Environmental Public Program Coordinator
- Wild Child Camp - Nature Day Camp
- Preschool Nature Camp - Extended Nature Camp

Environmental Education Coordinator 217-384-4062 (ext. 360) naturemailbox@urbanaparks.org
- Junior Counselor Program - Camp FRESH
- Counselor-in-Training Program

Champaign-Urbana Special Recreation (CUSR)

Christina Mott 217-819-3980 christina.mott@champaignparks.org
CUSR Program Manager / Inclusion Coordinator
- Inclusion Aides - Inclusion Assistance

URBANA PARK DISTRICT SUMMER CAMPS INFORMATION

Thank you for choosing the Urbana Park District's camp programs for your child!

GENERAL INFORMATION & REMINDERS

- Campers must be toilet trained unless limited by a disability.
- **There is no camp on Wednesday, June 19, in observance of Juneteenth or Thursday, July 4, in observance of Independence Day.**
- **Remember to label ALL belongings with your camper's name (including towels and extra clothing on water days).** The Urbana Park District is not responsible for lost personal items. Found items will be kept at each camp location until the end of the camp season.
- The staff-to-camper ratio is a maximum of 1:12. Our staff participates in training that includes leadership skills, effective teaching strategies, age characteristics, behavior intervention, and more. All camp staff members are certified in CPR/First-Aid.
- There may be Counselors-in-Training or Junior Counselors at camp. Counselors-in-Training (CITs) and Junior Counselors (JCs) are middle school and high school students who enjoy working with children and are learning the leadership skills necessary to become camp counselors. Each is assigned to a camp location for the entire session. They act as assistants to the leaders, take part in all camp activities, and receive their own staff training.

CAMP SECTIONS

Please check out the individual sections for the camps your participant is enrolled in. Each camp section provides more details on the following:

| | | | |
|-------------------|-----------------------|-------------------------------|----------------------------------|
| Camp Descriptions | Goals for Campers | Arrival / Drop-off | Departure / Pickup |
| Lunch / Snacks | Weekly Camp Schedules | Swim Days | What Campers Should Wear / Bring |
| Inclement Weather | Locations / Maps | Program Options / Field Trips | |

FINANCIAL ASSISTANCE

Financial aid may be available to those residing within the Urbana Park District. Requests for financial aid must be received no later than two weeks before a program's deadline. Requests may be submitted after paying the \$25 deposit, but cannot be accepted if full payment has already been made. The regular camp payment schedule still applies. Call the Phillips Recreation Center at 217-367-1544 for more details.

CCRS (CHILD CARE RESOURCE SERVICES)

If you receive assistance from CCRS, your \$10 deposit per child per week will be refunded at the end of the summer as long as your camper attends 80% (4 out of 5 days) of camp for each week enrolled. Due to the cost of camps and the amount that CCRS can cover, Extended Camps are an extra fee that may not be covered by CCRS. If you register for these camps, you will need to sign up for the regular payment plan. An approval letter for the Urbana Park District or payment in full will be required by the Thursday before a camp begins in order for your camper to attend. You are responsible for any remaining balance after CCRS. Once your letter is received, payment must be made or a payment plan set up with Recreation Office staff within one week for your camper to continue attending camp.

PAYMENT PLAN OPTION

If you chose to pay in installments during registration, a \$25 per camper, per week, nonrefundable registration deposit was required at time of enrollment. This deposit was applied to the full payment of the camp fee. The remaining balance will be paid by automatic withdrawal (either by a credit card or a bank account).

The payment plan is a set schedule established by the Urbana Park District. Your credit card or checking account will be debited two weeks before the first day of the camp session. Payments will be charged at 12:01am Tuesday morning. If an automatic payment is declined for any reason, payers will be notified by email. The camp fee must be paid by 6pm on Wednesday of the same week to avoid your camper being withdrawn from camp due to non-payment. They will then be placed on the waitlist and may only re-register if space is available.

Extended Payment Plan Calendar:

| Camp Sessions and Dates | Automatic Payment Due Date | Non-Payment Withdrawal Date |
|-------------------------|----------------------------|-----------------------------|
| Week 1: June 3-7 | May 20 | May 22 |
| Week 2: June 10-14 | May 28 | May 30 |
| Week 3: June 17-21* | June 3 | June 5 |
| Week 4: June 24-28 | June 10 | June 12 |
| Week 5: July 1-5* | June 17 | June 20 |
| Week 6: July 8-12 | June 24 | June 26 |
| Week 7: July 15-19 | July 1 | July 3 |
| Week 8: July 22-26 | July 8 | July 10 |
| Week 9: July 29 - Aug 2 | July 15 | July 17 |
| Week 10: Aug 5-9 | July 22 | July 24 |

TRANSFERS

You may transfer a child to another camp or week of camp, space permitting, if you make the request prior to the session's registration deadline. Fee differences, if applicable, are due at time of transfer. Please contact Phillips Recreation Center at 217-367-1544 to request a transfer.

REFUNDS/WITHDRAWALS

If you wish to withdraw a child from camp, you must contact the Phillips Recreation Center at 217-367-1544 or info@urbanaparks.org. Withdraw requests must be submitted prior to a session's registration deadline to be guaranteed a refund.

There is a \$25 nonrefundable deposit for every camp session. Refunds for the camp price, minus the \$25 deposit, will be issued if requested prior to the session's registration deadline. No refunds are issued when camps are canceled due to weather. If your camper cannot attend all days of a camp session, you are still required to pay for the entire camp session. Fees cannot be pro-rated.

In the circumstance of serious contagious illness of a camper, you may receive a partial refund. If a child needs to stay home and misses at least three days of the camp week due to illness, you may request a 50% refund minus the \$25 deposit. We are striving to keep campers and staff as healthy as possible.

EQUAL ACCESS / INCLUSION ASSISTANCE & CAMP AIDES / AMERICANS WITH DISABILITIES ACT

The Urbana Park District complies with and is committed to providing equal access in accordance with the *Americans with Disabilities Act (ADA)*, which prohibits discrimination in the provision of services, programs, or facilities to individuals with disabilities. Champaign-Urbana Special Recreation (CUSR) offers free inclusion services for District programs. Participants do not need to have an IEP or 504 to qualify for inclusion services. Upon an initial assessment, services that are deemed appropriate based on each individual may be provided. If needed, a one-on-one aide may be available to work with participants. You must first contact the Phillips Recreation Center at 217-367-1544 to begin the process. **Services should be requested as early as possible and are on a first-come, first-served basis.** Inclusion services may be limited. Due to staffing availability, Inclusion Assistants cannot be guaranteed.

All campers must follow the behavior guidelines and program expectations. Failure to do so may result in suspension or expulsion from camp(s). See the Urbana Park District Camp Rules & Behavior Procedure (pages 11-12) for more details.

If you have any questions about the ADA, or would like information on our inclusion process, please contact the Urbana Park District at 217-367-1544.

COMMUNICATION

All camps will be using ePACT for communication purposes throughout the day. ePACT allows us to send mass-texts, emails, and voicemails quickly and easily. Camp supervisors may also contact you by email or phone as necessary. Please make sure the contact information that you provide in your camper's ePACT account is the most up-to-date.

WHAT IS ePACT?

The Urbana Park District uses a secure, paperless system called ePACT to organize and secure your camper's information. This web-based program stores data such as the camper's medical conditions, dietary restrictions, in case of emergency contacts, and is used to perform daily tasks such as camper check-in and check-out.

After registering your camper, within a month of the beginning of camp season, you will receive an email invitation to set up or update an ePACT account through their website. The email address on file in the UPD's ACTIVENet registration system must match the username you create in ePACT. If you need to update your email address on file please call 217-384-4062.

Once you receive the email invitation, please click on the orange "Complete Request" button and, if you haven't setup an ePACT account in the past, click on the blue "Create Account" button. Your ePACT account is different from your ACTIVENet account, so your login credentials for ACTIVENet will not work as your ePACT login credentials. Once your account is created, you can designate who is allowed to pick-up your camper from camp and upload photos of those individuals. Parents and guardians as well as people designated as emergency contacts are automatically included in the camper's pickup/drop-off list. Creating an account in ePACT and designating at least one additional adult as an emergency contact is required.

It is required that each camper has all of their information completed in ePACT before the first day of camp. **You will not be permitted to drop off your camper at camp until this step is complete and you see the "successfully submitted" screen.** If you need technical assistance or would like to use an internet-connected device in order to set up your camper's ePACT account, please contact Nicole Hilberg at 217-384-4062 (ext. 355). To learn more about ePACT, visit www.epactnetwork.com.

ABSENCES / EMERGENCIES

If your camper will be absent from camp, or if you need to speak to your camper in the event of an emergency, please call the corresponding site after 8:00am:

| | | |
|--------------------------------|----------------------------|----------------|
| Sports Camp/Extended Camp | Brookens Gym | (217) 255-8601 |
| Preschool Arts Camp | Phillips Recreation Center | (217) 367-1544 |
| Summer Arts Camp/Extended Camp | Phillips Recreation Center | (217) 367-1544 |
| Preschool Nature Camp | Anita Purves Nature Center | (217) 384-4062 |
| Nature Day Camp/Extended Camp | Anita Purves Nature Center | (217) 384-4062 |
| Camp FRESH! | Anita Purves Nature Center | (217) 384-4062 |

Keep your camper home if:

- Your camper has a temperature of 100°F or higher (continue to keep them home for 24 hours after their temperature is back to normal)
- Your camper has a severe cold, COVID-19, RSV, or other contagious virus
- Your camper has inflammation of the eyes
- Your camper has been vomiting or has had diarrhea (continue to keep them home for 24 hours after their last episode)
- Your camper has head lice (continue to keep them home until they have had their first head lice treatment)

In the circumstance of serious contagious illness of a camper, you may receive a partial refund. If a child needs to stay home and misses at least three days of the camp week due to illness, you may request a 50% refund minus the \$25 deposit. We are striving to keep campers and staff as healthy as possible.

SIGN-IN & SIGN-OUT PROCEDURES

For your camper's safety, you must drop off and pick up your camper with the camp staff each day. **All campers must be signed-in and signed-out each day using the ePACT app on the tablets provided at each camp location.** No camper will be allowed to leave the camp unless accompanied by an adult designated in ePACT. Picture identification will be required. You may upload photos of designated adults into your camper's ePACT account. If the adult designated for pick up is not pictured in ePACT, they will be required to show a government-issued photo ID that matches their name in ePACT. Designated adults may be added to or deleted from ePACT at any time. To add a designated adult to an existing ePACT account, go to <http://bit.ly/AddAdultToEPACT>

EXTENDED CAMP DROP-IN

If you know in advance you will not be able to pick your camper up by 3pm, you may have the option to enroll your camper in Extended Camp Drop-In at a rate of \$17/day, **provided there is space available.** Please contact office staff as soon as you know the days that you need to enroll as this is a first-come, first-served program. Once space is confirmed, payment is due upon enrollment.

| | |
|--------------------------|--------------|
| Extended Arts Camp | 217-367-1544 |
| Extended Nature Camp | 217-384-4062 |
| Extended Sports Camp | 217-367-1544 |
| Wild Child Extended Camp | 217-384-4062 |

LATE PICKUP FEES

You are expected to pick up your camper by the designated time. The Urbana Park District will charge a fee of \$5.00 per every 5 minutes that your camper is picked up late. Fees begin at 10 minutes late for regular camps and at 5 minutes late for extended camps.

| Camp | No Late Fee | Late Fee - \$5 | Late Fee - \$10 | Late Fee - \$15 |
|---|--------------------|-----------------------|------------------------|------------------------|
| Preschool Arts Camp Preschool Nature Camp | 12:00 - 12:09pm | 12:10pm | 12:15pm | 12:20pm |
| Summer Arts Camp Nature Day Camp Wild Child Survival Camp Camp <i>FRESH</i> Sports Camp | 3:00 - 3:09pm | 3:10pm | 3:15pm | 3:20pm |
| All Extended Camps | 5:30 - 5:34pm | 5:35pm | 5:40pm | 5:45pm |

If you are charged late fees but are unable to pay that day, they must be paid by Friday for your camper to remain enrolled in any remaining weeks of camp.

LATE DROP-OFF & EARLY PICKUP

There are times when you may arrive late to camp. If you know in advance that you will be late, please make arrangements with your camper's leader. Once you arrive staff will locate your camper's group and direct you to that location. They will also contact the group's leader to inform them of your arrival time. If your camper's group is away from the area, your camper may be placed temporarily with another group.

If you must pick up your camper early from camp, please make arrangements in advance. Give a note to your camper's leader/site supervisor to ensure that your camper is waiting at the agreed-upon location at the appropriate time. If this advance arrangement is not possible, we will locate your camper. We ask that special pickup requests be kept at a minimum so as not to interfere with the camp schedule and your camper's experience.

MEDICATION / MEDICAL NEEDS

We strongly discourage administering medication at camp unless medically necessary. If possible, please ask your physician to write the prescription so that you can administer the medication before or after camp hours. If prescription drugs must be taken during camp hours, they must be given to the camp staff (typically the camp supervisor) who will administer the drug at the designated times. **Please explain medical needs in detail in your camper's ePACT account, AND communicate your camper's special needs in person with their camp leader and camp supervisor.** You must also complete a Medication Administration Packet, available at the camp site. You must indicate any allergies or dietary restrictions your camper has in their ePACT account. Specify the severity of the allergy and intervention needed. Inform your camper's leader and camp supervisor if your camper carries an Epi-pen or requires any special accommodations.

ASTHMA AND FOOD ALLERGIES

You must record any food allergies or other severe allergies in your camper's ePACT account. Specify the severity of the allergy and intervention needed. Inform staff if your camper carries an Epi-pen or requires any special accommodations. If your camper has asthma or severe allergies (including food allergies), please have your camper's physician complete a Medical Administration packet and upload it to your camper's ePACT account. This will allow us to best care for your camper.

A Medical Administration packet (if not completed in ePACT), will need to be completed by hand by the adult at Monday morning drop-off. Campers cannot be dropped off with an Epi-pen without a Medical Administration packet on file.

LUNCH & SNACK

All campers must bring the following each day:

1. Snack – Campers will eat snacks that they bring from home between 9-10am each day. *A snack is provided for Preschool Camps and Extended Camps only.*
2. Lunch – Campers may be very active at camp and might benefit from a larger-than-average lunch. *Preschool Camps do not need to bring a lunch.*
3. Refillable water bottle

Refrigeration and microwaves are not available to campers. Additional water will be available at each camp site.

If your camper has food restrictions, please indicate this while completing the ePACT registration information. Campers with extreme food allergies will be allowed to sit apart from others during lunch time. **If you wish to bring in food to share with the camp, like cupcakes for a birthday celebration, you must have those items approved by the camp supervisor beforehand.**

The Urbana Park District cares about decreasing environmental impacts, and recommend you try packing a "waste-free" lunch for your camper. Here are some easy tips to cut back on waste that would otherwise go to a landfill:

- **Buy food in bulk.** Instead of buying individually-packaged foods, buy larger quantities and pack lunch portions in a reusable container. This can also save money over time!
- **Pack food that has its own natural container,** like apples, oranges, grapes, cherries, bananas and other fruits. Some camps even have small-scale composting for food waste!
- **Use a reusable lunch box/bag.** They can last for many years and save money on disposable lunch bags.
- **Pack reusable utensils, containers, drink bottles, napkins, etc.**
- **Ask your camper to bring home their lunch leftovers.** This is a great way to discover what your camper is and is not eating.
- **Have your camper help pack their own lunches.** They will be more likely to eat the lunches that they help prepare. Not only is this a great life skill, it can help ensure that their lunches are waste-free!

Campers will also be encouraged to recycle appropriate items during camp. For more tips for packing a waste-free lunch, check out "How to Pack a Waste-Free Lunch for Your Kids" at

<https://recyclenation.com/2017/05/how-to-pack-a-waste-free-lunch-for-your-kids/>.

FIELD TRIPS AND CHAMPAIGN-URBANA MASS TRANSIT DEPARTMENT (MTD)

Field trips are excursions where the campers leave the typical camp location. Campers travel via MTD city buses for field trips and swim days. Camp coordinators will purchase bus tokens and/or passes for campers. Adults and guardians will be informed of trips through weekly schedules, notes home, or through ePACT. On occasion, a field trip day may necessitate an alternate location for drop off and/or pickup. Contact your camper's coordinator with questions or concerns (see page 2 for contact information).

SWIMMING & "WATER PLAY DAYS"

Weather permitting, day camps and extended camps will typically have recreational swim at the Crystal Lake Park Family Aquatic Center twice a week (may vary by camp and by session). **If you are picking up a child during swim time, you will need to enter the facility.** Tell the pool staff at the entrance and you will be permitted to enter and locate your camper. **You must still sign out your camper with their designated leader during swim times.**

Please send your camper to camp with a swimsuit and towel on those days. Staff will make sure your camper is wearing sunscreen prior to visiting the outdoor pool. Adults who wish to visit the pool with their camper must pay the full admission fee, even if they do not swim. Preschool Camps will not take pool trips due to the discontinuation of toddler swim times. Some camps may choose to have occasional water play days with Preschool Campers.

All campers will be required to pass a swim test (once per summer or once per camp) before they will be allowed to enter the deep pools. During a swim test, a certified lifeguard will watch campers attempt to swim the length of the pool. Campers who succeed will be granted access to the deep pools. Campers who do not pass their swim test may try again each week during camp. Campers who do not pass the swim test, or who do not want to attempt the swim test, will be designated by a colored bracelet so that lifeguards and camp staff know that those children are restricted to the shallow pools. Camp staff will be stationed at each pool and at the camp's "dry activity" location.

Weather permitting, camps may also plan "water play days" with water games and water-related activities. On these days, please dress your camper in clothes that can get wet, or in layers with swimwear underneath, and send a towel. You may choose to send extra dry clothes for your camper. **Check your camper's weekly schedule for more information, or find the specific camp's swim day information in the appropriate section below.**

HAZARDOUS & RAINY WEATHER

Campers spend a significant amount of time outdoors. If the weather becomes hazardous, camp may be cancelled. The Urbana Park District understands the inconvenience that these rare incidences may present but must keep the safety of the campers and staff in mind at all times. The decision to cancel a camp is not made lightly. Camps will not be cancelled due to rainy weather alone. On the very rare occasion a camp is cancelled, no refunds are issued, and camp days cannot be made up.

Staff make every effort to accommodate campers during rainy weather. However, indoor space large enough to accommodate each day camp program over an extended period of time is limited. Staff members are instructed to remain in the nearest secure facility until severe weather has passed. Please bear with us during these days and expect to spend a few extra minutes waiting for your camper. Your camper's safety is our first priority at all times. If there is a severe weather watch or warning, or severe flooding, you may call the appropriate location listed on page 2 for more information. Receive instant notifications on weather updates and changes of plans by email and/or text message through the ePACT system. Please be sure contact information is accurate.

ITEMS NOT ALLOWED AT CAMP

In order to ensure an enjoyable and safe camp experience the following items are not allowed at camp: drugs, alcohol or nicotine products, violent or sexual images, lighters or matches, pocket knives, weapons or items that look like weapons, toys, portable electronics (iPads, video games, etc.), and valuable items. Toys or portable electronics may be permitted for campers with specific sensory needs. Cell phones will be permitted but can only be used for emergencies and must be kept on silent. The Urbana Park District is not responsible for lost or stolen items.

DISTRICT-WIDE NO FIREARMS POLICY

No person will carry or have in their possession any firearm, air pistol, air rifle, pellet gun, explosive device of any nature or any other instrument capable of launching or firing any projectile, rocket or noxious substance, whether propelled by gunpowder, gas, air, spring, or any other means while within any Park, Boulevard, driveway, or other public place of the District, except that this section will not apply to any law enforcement officer authorized by law to carry a weapon within the District and except in a District organized authorized, and supervised recreational program.

ACCIDENTS

All camp staff are certified in first aid, AED, and CPR. If a participant has an accident serious enough to require professional medical attention, Urbana Park District staff will contact you by phone. If you cannot be reached, the designated emergency contacts listed in ePACT will be called. If it is necessary for the participant to go to the hospital, you may transport the camper, or an ambulance will be called at your expense. In very severe circumstances, 911 will be called and you will be notified after the 911 call. If staff are unable to reach any adult responsible for the camper, or if time is critical, an ambulance will be called and the camper will be taken to the hospital. A staff member will accompany the camper to the hospital, and Urbana Park District staff will continue trying to contact you.

CAMP RULES & BEHAVIOR PROCEDURE

The Urbana Park District is committed to providing positive, safe and fun experiences for everyone. The following code of conduct will be enforced to help keep Urbana Park District programs and facilities safe and enjoyable for all.

The expectations below apply to **all** participants in **all** UPD camps. Failure to follow these rules may result in dismissal from camp.

ALL camp participants must:

1. Not harm or endanger themselves or other participants or staff.
2. Stay with their assigned group or camp leader.
3. Respect themselves, other campers, their leaders, and the program rules.
4. Use respectful, appropriate language towards staff and other campers.
5. Respect supplies, equipment, facilities, parks and the environment.
6. Leave inappropriate items at home. (See page 10 for a list of items not allowed at camp.)

Safety is the primary concern. If a camper is having trouble adjusting to camp or abiding by the rules, staff will work with the camper and their adult guardian(s) to provide individualized support, including sensory accommodations as needed. The success of each camper is important. Urbana Park District Camp programs revolve around positive choices. Camp staff work with campers to help them make the best behavior choices. Camp staff give as much positive reinforcement and recognition as possible to campers who are meeting expectations. Expectations of campers are developmentally-appropriate, as are the consequences of inappropriate behavior. In the event of inappropriate behavior, staff will first give a quiet reminder, explain the behavior, and let the camper know what is expected and the consequences associated if the negative behavior continues (see below). Time-outs, behavior reports and conferences with adult guardians and camp supervisors will be utilized as necessary. The duration of time-outs depend on the camper's age and the severity of the behavior.

Please note: In cases of major rule violations, including aggressive or physical contact (pushing, hitting, kicking, fighting, etc.), verbal abuse (cursing, threats, teasing, etc.), or destruction of property (other campers' belongings, camp equipment or supplies, etc.), participants may be suspended or dropped immediately from camp, regardless of the number of previous offenses. Program suspensions and expulsions must be approved by the Superintendent of Recreation. Refunds will not be issued.

Consequences of Inappropriate Behavior:

1. **Time-out and reminder of expectations:** Camper will be removed from the group, receive a verbal warning that the exhibited behavior is inappropriate, and be reminded of the appropriate behavior. Camper may or may not return to the group, dependent upon severity of offense. An adult guardian will be notified and asked to sign a UPD Behavior Report. (See pages 29-30 for an example report form.)
2. **Conference with supervisor:** Staff will inform the camp supervisor if a problem continues. The camper will again be removed from the group, receive a verbal warning that the exhibited behavior is inappropriate, and be reminded of the appropriate behavior. The camper's adult guardian or emergency contact will be notified that a second offense has occurred, asked for suggestions to prevent recurrence of the unwanted behavior, and asked to sign a behavior report.
3. **Suspension:** The camper's adult guardian or emergency contact will be called for immediate pickup, and the camper will be suspended from the program for up to five days without refund. When the camper is picked up, the appropriate staff will meet with the adult guardian or emergency contact to discuss the incident, consequence, prevention tactics, and discuss the consequences of a fourth offense. The adult guardian will be asked to sign a behavior report. (If camper is not picked up within one hour of the adult guardian being contacted, the participant may be released to the custody of the Urbana Police Department.)
4. **Expulsion:** The camper's adult guardian or emergency contact will be called for immediate pickup, and the camper will be suspended from all UPD Camps for the duration of the summer, without a refund for that session. If the participant is registered for any subsequent camps, the payer will be refunded their deposit and fees for those camps. When the participant is picked up, the appropriate staff will meet with the adult guardian to discuss the incident and expulsion. The adult guardian will be asked to sign a behavior report. (If camper is not picked up within one hour of the parent/guardian being contacted, the participant may be released into the custody of the Urbana Police Department.)

Arts Camps - Phillips Recreation Center

CAMP DESCRIPTIONS

Preschool Arts Camp is held at the Phillips Recreation Center. Scheduled activities begin at 9am. Campers can expect to explore new art forms, make new friends, and complete exciting weekly projects. Be sure to dress for mess! Each camper will receive an Arts Camp T-shirt.

Summer Arts Camp is held at the Phillips Recreation Center. Scheduled activities begin at 9am. Campers can expect to learn foundational skills while having fun! We will explore a new art form each session. Not all of our supplies are washable, so please dress for mess. Campers will also have open play at the Phillips Recreation Center playground. Each camper will receive an Arts Camp T-shirt.

Summer Arts Extended Camp is for campers enrolled in the corresponding session Summer Arts Camp. You may enroll in the full week or Extended Camp Drop-In (see page 6 for details). Please contact the Phillips Recreation Center front desk to enroll in Extended Camp Drop-In, either in person or at 217-367-1544.

GOALS FOR CAMPERS

- Gain an understanding of new art forms and techniques.
- Create beautiful projects to take home or display in the community.
- Develop friendships; increase self-confidence and independence.
- Build a sense of belonging at camp and at the Urbana Park District.

ARRIVAL / DROP-OFF

Each day, your camper will be dropped off inside the Phillips Recreation Center camp rooms. **You must check-in your camper with a camp staff member and sign-in on ePACT using the tablet provided.** After sign-in, campers will receive a name tag that will connect them with their workspace and group for the week. Campers have small locker spaces where they can keep their items for the day, if needed. Each Monday, camp schedules that will detail our week will be provided upon arrival.

We understand that drop-off can be a difficult time, especially for younger campers. You are welcome to stay for a few minutes to help your camper adjust to camp. We kindly ask that you leave the camp rooms by 9am before scheduled activities begin.

Preschool Arts Camp drop-off is from 8:30-9am starting with free play. The Preschool Arts classroom is the Carle Room, the third room on the right in the main hallway.

Summer Arts Camp drop-off is from 7:30-9am starting with free play. The Summer Arts classroom entrance is the Blair Room, the first room on the right in the main hallway.

DEPARTURE / PICKUP

All arts camps have afternoon pick-up at the Phillips Recreation Center. Most camp groups will be involved in cleanup or closing activities when you arrive. Please be patient, as this can become a hectic time.

All campers must be signed-out in the presence of a camp leader each day. No camper will be allowed to leave the camp unless accompanied by an adult designated in ePACT.

| Camp | Pickup Time |
|---------------------|--------------|
| Preschool Arts Camp | 11:45am-noon |
| Summer Arts Camp | 2:45-3pm |
| Extended Arts Camp | 3:15-5:30pm |

SNACKS

The Phillips Recreation Center has two vending machines that the kids enjoy using during the camp day. We will designate a time during snack and lunch for campers to use these. You may also choose to send an extra afternoon snack.

WHAT CAMPERS SHOULD WEAR / BRING

All campers will spend time indoors and outdoors dependent on the weather. Please dress for mess and with closed-toe shoes, as we will be exposed to many messy art forms and spend movement breaks outside.

Label ALL personal items with your camper's name so they can be easily identified. The Urbana Park District is not responsible for lost personal items. We also provide a small cubby for campers to keep their items throughout the day.

SPF 30+ sunscreen and insect repellent will be applied to your camper each morning and throughout the day as necessary, as long as permission has been granted in ePACT. If you prefer to supply your own sunscreen and/pr insect repellent, please label the bottle and send it with your camper each day.

WEEKLY CAMP SCHEDULES

A schedule detailing the week's plans will be available each day during drop-off. The weekly schedule will outline projects, movement breaks, field trips, visiting artist presentations, and much more. The schedule is subject to change, and any changes to the schedule will be communicated as soon as possible.

PROGRAM OPTIONS & FIELD TRIPS

As a programming option, camp staff may plan field trips or invite visiting artist to the camp site. If a field trip is scheduled, this information will be included in the weekly schedule; please reference the schedule for any off-site trips. In some cases, scheduled field trips may mean a change in drop-off and/or pickup location or time. You will be notified of any field trips at least 24 hours prior to the date. **Please carefully read all notes sent home.** In cases of hazardous weather that would prohibit campers from being outside when we had previously planned to be outside, campers may watch a movie. The site supervisor and the camp coordinator will review and approve any movie selections; all films will be G or PG-rated.

SWIM DAYS

Swim time at Crystal Lake Park Family Aquatic Center (1401 N. Broadway Ave.) will take place for Summer Arts Camp and Extended Arts Camp. **Swim Days are Tuesdays and Thursdays.** You will be notified if that changes.

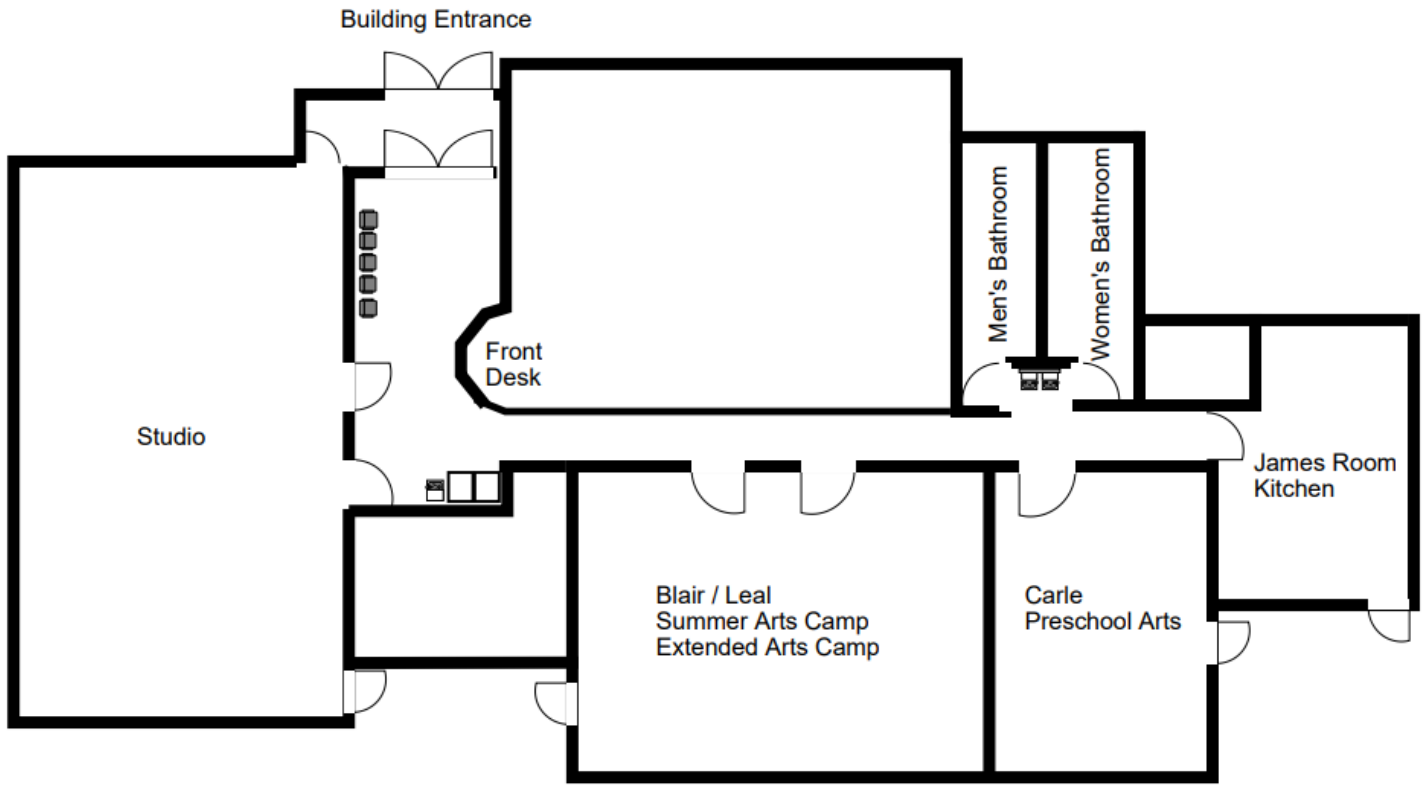
| Camp | Approximate Swim Times |
|--------------------|------------------------|
| Summer Arts Camp | 1-2:30pm |
| Extended Arts Camp | 3:00-5:30pm |

On swim days, send your camper to camp with a towel, backpack or bag, and wearing a swimsuit under their clothes. If your camper is not wearing a swim suit, they will be given the opportunity to change clothes in the restrooms, however changing times for large groups of children can delay swim time. Remember to label all of your camper's belongings and clothing with their first and last name; the park district is not responsible for lost items. Staff will make sure your camper is wearing sunscreen prior to visiting the outdoor pool and will reapply as needed. Children who do not want to swim will sit in a "dry activity" location with a camp leader. If you are picking up a child during swim time, **you will need to enter the facility.** Tell the pool staff at the entrance and you will be permitted to enter and locate your camper. **You must still sign out your camper with their designated leader during swim times.**

INCLEMENT / RAINY WEATHER

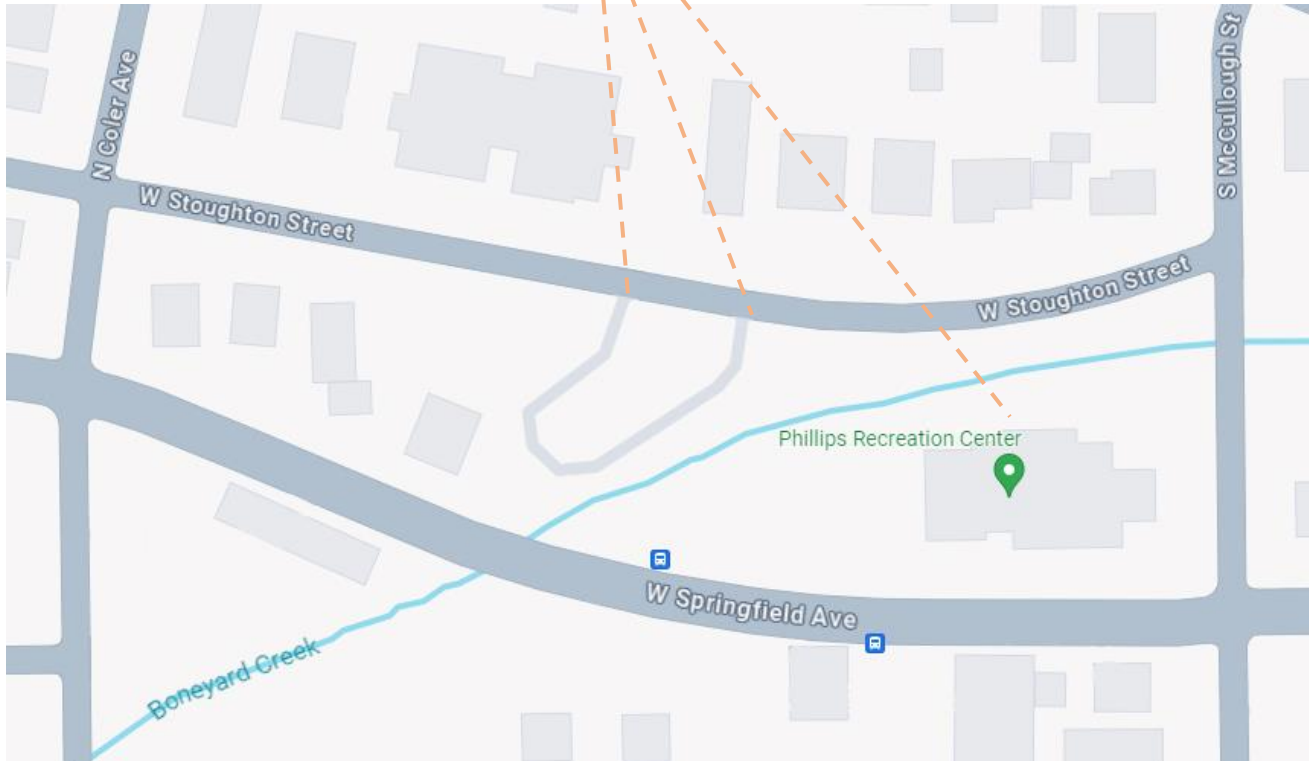
If poor weather is predicted, field trips, swimming, and other offsite activities may be cancelled or rescheduled. You will be notified of any decisions to cancel or reschedule events.

PHILLIPS RECREATION CENTER MAPS



Entrance / Parking

Phillips Recreation Center
505 W. Stoughton St.



Nature Camps – Anita Purves Nature Center

CAMP DESCRIPTIONS

Preschool Nature Camp is held at the Anita Purves Nature Center. Scheduled activities begin at 9am. Campers will go outside, so please dress them accordingly. Each camper receives a Nature Day Camp T-shirt.

Nature Day Camp is held at the Anita Purves Nature Center. Scheduled group activities begin at 8:30am, at which time campers will be divided into smaller groups, each with a different camp leader. Campers spend as much time outside as possible; please dress them accordingly. Each camper receives a Nature Day Camp T-shirt.

Extended Nature Camp is for campers enrolled in the corresponding session of Nature Day Camp or Camp FRESH. You may enroll in the full week or Extended Camp Drop-In (see page 6 for details). Please contact the Anita Purves Nature Center front desk to enroll in Extended Camp Drop-In, either in person or at 217-384-4062

Wild Child Survival Camp is based at the Anita Purves Nature Center and Friendship Grove Nature Playscape. Scheduled activities begin at 8:30am and transition to district parks and natural areas such as Busey Woods. Campers will be divided into smaller groups, each with a different camp leader. Campers spend the day adventuring outside; please dress them accordingly.

Wild Child Extended Camp is for campers enrolled in Wild Child Survival Camp.

GOALS FOR CAMPERS

- Foster sensory exploration and curiosity through hands-on projects and play.
- Stimulate intellectual and physical development while participating in authentic learning opportunities.
- Develop respect and appreciation for the natural world through meaningful, place-based experiences.
- Develop social skills as campers make friends and work collaboratively.
- Develop self-confidence and a sense of belonging.

ARRIVAL / DROP-OFF

All nature camps have morning drop-off at the Anita Purves Nature Center and surrounding areas. On the first Monday of each session (or the first day of each session your camper attends), you must **check-in at the front desk of the Anita Purves Nature Center.** Staff will then direct you to your camper's group where you will sign-in your camper each subsequent day for that week. A paper copy of the group's schedule will be available at that time.

Preschool Nature Camp drop-off is from 8:30-9am starting with free play. Occasional field trips may be planned which may change drop-off and pick-up locations; be sure to check your camper's schedule for details.

Nature Day Camp drop off is from 7:30-8:30am at the UPDAC Learning Pavilion (or inside the nature center on rainy days) starting with kids' choice activities.

Wild Child Survival Camp drop off is from 7:30-8:30am starting with kids' choice activities.

DEPARTURE / PICKUP

All nature camps have afternoon pick-up at the Anita Purves Nature Center and surrounding areas. The UPDAC Learning Pavilion has its own parking lot for daily pickup and Tuesday-Friday drop-off. Most camp groups will be involved in cleanup or closing activities when you arrive. Please be patient, as this can become a hectic time.

All campers must be signed-out in the presence of a camp leader each day. No camper will be allowed to leave the camp unless accompanied by an adult designated in ePACT.

Pickup times and typical locations:

| Camp | Pickup Time | Pickup Location |
|--|--------------|---|
| Preschool Nature Camp | 11:45am-noon | Anita Purves Nature Center |
| Nature Day Camp Wild Child Survival Camp | 2:45-3pm | UPDAC Learning Pavilion (Anita Purves Nature Center on rainy days) |
| Extended Nature Camp Wild Child Extended Camp | 3:15-5:30pm | Friendship Grove Nature Playscape (Anita Purves Nature Center on rainy days) |
| Extended Nature Camp Swim Days Wild Child Extended Camp Swim Days | 3:15-3:45pm | Friendship Grove Nature Playscape or Anita Purves Nature Center |
| | 3:45-5:30pm | Crystal Lake Park Family Aquatic Center |

LUNCH / SNACKS

Lunches must be in a squirrel-proof container (no paper bags) and labeled with the camper's name. We recommend packing a waste-free lunch by using reusable containers and utensils (see page 8). **Refrigeration and microwaves are not available to campers.** Additional water will be available. If your camper has food restrictions, please indicate this while completing the ePACT registration information.

WHAT CAMPERS SHOULD WEAR / BRING

| Essentials: | Recommended: | Optional: |
|--|---|--|
| <ul style="list-style-type: none">▪ Morning snack & lunch▪ Refillable water bottle▪ Closed-toe shoes▪ Comfortable clothing / layers▪ Towel & extra clothes on swim / water play days | <ul style="list-style-type: none">▪ Backpack / string bag▪ Long pants▪ Light-colored clothing▪ Hat with visor / bill▪ Rain jacket on rainy days | <ul style="list-style-type: none">▪ Sunscreen▪ Insect Repellent▪ Light jacket▪ Sunglasses |

All campers spend time outdoors. Send your camper dressed according to the day's weather and activities. It is important that campers come dressed in clothes and shoes that are comfortable for running and playing. All clothing, shoes, and accessories should be able to get dirty. Long pants help protect campers from poison ivy, ticks, scrapes, and sun, but pants should be lightweight and breathable. Light-colored clothing is recommended to help keep campers cool. Sometimes lightweight jackets are necessary in the mornings before the temperatures rise.

Label ALL personal items with your camper's name so they can be easily identified. The Urbana Park District will not take responsibility for lost personal items.

SPF 30+ sunscreen and insect repellent will be applied to your camper each morning and throughout the day as necessary, as long as permission has been granted in ePACT. If you prefer to supply your own sunscreen and/or insect repellent, please label the bottle and send it with your camper each day.

WEEKLY CAMP SCHEDULES

A schedule detailing camp plans for the week will be available on the first day of each camp session. Look for printed copies of your camper's schedule when you sign in your camper at drop-off. If you do not see one, please ask and one will be provided. This weekly "session schedule" will outline the camps general activities as well as introduce the camp leader(s) and any special visitors. The staff spends a considerable amount of time planning educational and recreational activities. If you have any questions, please talk with your camper's camp leader or the camp's site supervisor. There are occasions when the schedule may be altered. The staff will make all attempts to notify you of location changes in a timely manner.

PROGRAM OPTIONS & FIELD TRIPS

As a programming option, camp staff may plan a field trip, guest presenter, or movie. We consider trips to Meadowbrook Park or the Lake House as field trips. In some cases, scheduled field trips may mean a change in drop-off and/or pickup location or time. You will be notified of any field trips at least 24 hours prior to the date. **Please carefully read all notes sent home.** Films may only be shown during hazardous weather when children are not allowed outdoors. The site supervisor and the camp coordinator will review and approve any movie selections; all films will be G or PG-rated.

SWIM DAYS

Swim time at Crystal Lake Park Family Aquatic Center (located across the parking lot from the nature center) will take place for Nature Day Camp, Extended Nature Camp, and Wild Child Survival Camp. **Swim Days are Wednesdays and Fridays.** You will be notified if that changes.

| Camp | Approximate Swim Times |
|--|--|
| Nature Day Camp Wild Child Survival Camp | 1-2:30pm |
| Extended Nature Camp Wild Child Extended Camp | 3:45-5:30pm* *Campers return to APNC or FGNP for snack between 3-3:45pm |

On swim days, send your camper to camp with a towel, backpack or bag, and wearing a swimsuit under their clothes. If your camper is not wearing a swim suit, they will be given the opportunity to change clothes in the restrooms, however changing times for large groups of children can delay swim time. Remember to label all of your camper's belongings and clothing with their first and last name; the park district is not responsible for lost items. Staff will make sure your camper is wearing sunscreen prior to visiting the outdoor pool and will reapply as needed. Children who do not want to swim will sit in a "dry activity" location with a camp leader. If you are picking up a child during swim time, tell the pool staff at the entrance and you will be permitted to enter and locate your camper. You must still sign out your camper with their designated leader during swim times.

INCLEMENT / RAINY WEATHER

On rainy days when there is only light rain and no thunder/lightning, campers may still spend time outdoors. Please send your camper with a jacket or raincoat on rainy days. In the event of thunder and/or lightning, campers will be relocated inside the Anita Purves Nature Center or the nearest storm-safe shelter until the weather approves, and you will receive notification. If bad weather is forecasted, some activities may be cancelled or rescheduled.

LOCATIONS

Anita Purves Nature Center (APNC), 1505 N. Broadway Ave. in Urbana. APNC is the headquarters for the Urbana Park District's environmental programs and services. Should hazardous weather arise, the nature center has indoor space available. Restrooms and water fountains are located here, and this is where you will check in on the first day of each camp session.

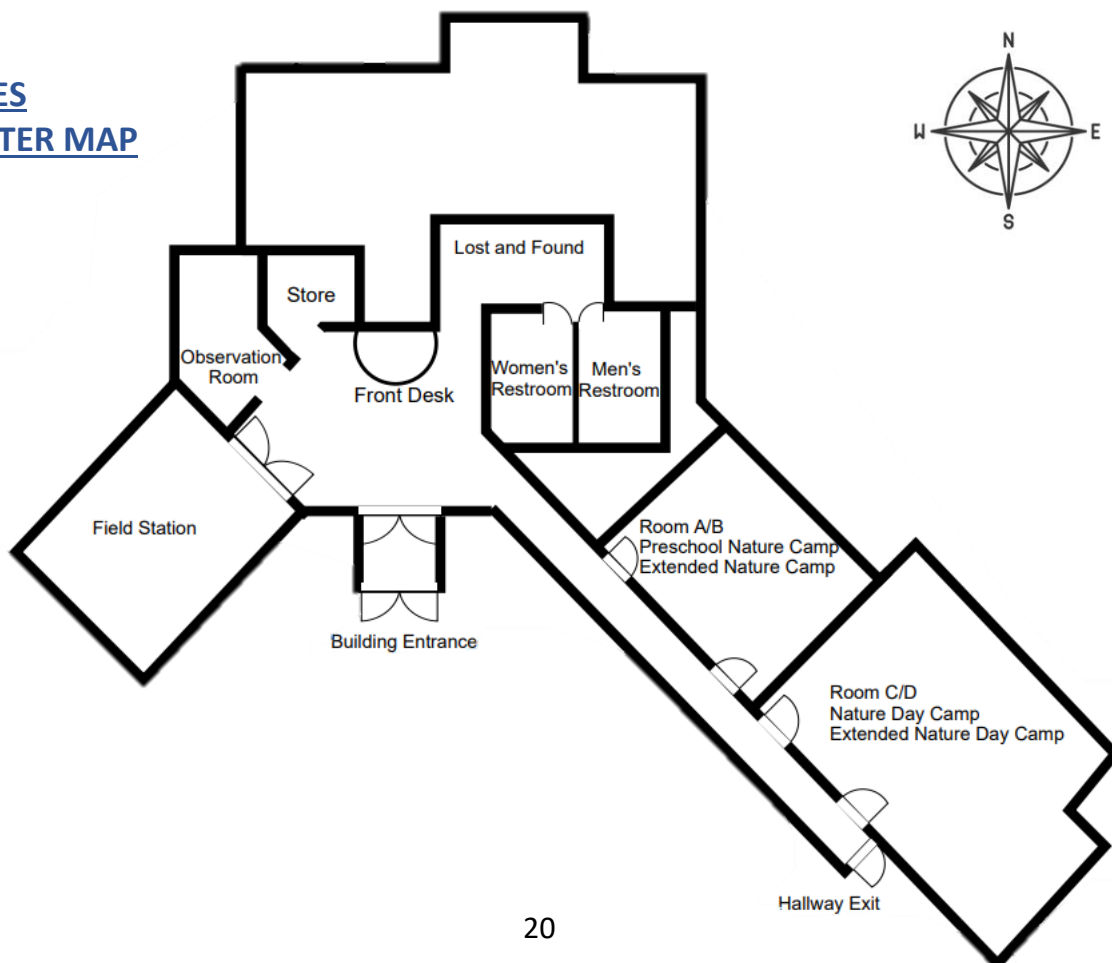
Friendship Grove Nature Playscape (FGNP), located outdoors east of the nature center. A wider variety of play opportunities is available for all ages and abilities. "Loose parts" such as kitchen supplies, toys, natural materials, and wooden blocks are seeded throughout the playscape and inspire creative play. Campers will spend time doing both structured and free-choice activities on the nature playscape.

UPDAC Learning Pavilion (ULP), located outdoors south of the nature playscape. Constructed in 2022, the pavilion is equipped with picnic tables, a fireplace, outdoor grills, and retractable siding. The pavilion extends outdoor program capabilities in adverse weather and colder seasons, and serves as an outdoor base for Nature Day Camp. ULP is where campers will typically be checked in after the first day of each session.

Crystal Lake Park (CLP), just south of the nature center, is currently undergoing a rejuvenation with new lake access points and natural landscaping. The park features a mature urban forest, access to the Saline creek, the Lake House, a playground, and the Labyrinth. Campers may spend time exploring, fishing, and playing at Crystal Lake Park.

Busy Woods (BW), located west of the nature center. Busey Woods is a 59-acre remnant forest that contains a 1/3 mile accessible boardwalk trail as well as soft paths. The Urbana Park District manages Busey Woods as a natural area. Some oak trees are as old as 300 years, and common wildlife includes deer, birds, box turtles, salamanders, squirrels, and more. Nature campers will take regular excursions into Busey Woods; our adventures may occasionally take us off trail!

ANITA PURVES NATURE CENTER MAP



CRYSTAL LAKE PARK MAP



CAMP FRESH

CAMP DESCRIPTION

Camp FRESH is held at the Crystal Lake Park Lake House. Scheduled activities begin at 8:30am. Camp *FRESH* campers will be visiting a variety of organizations throughout the Champaign-Urbana area and will be using MTD buses to travel to locations outside of Crystal Lake Park.

Extended Nature Camp is for campers enrolled in the corresponding session of Nature Day Camp or Camp *FRESH*. You may enroll in the full week or Extended Camp Drop-In (see page 6 for details). Please contact the Anita Purves Nature Center front desk to enroll in Extended Camp Drop-In, either in person or at 217-384-4062. For more information, please see Nature Day Camps on pages 17-21.

GOALS FOR CAMPERS

- Foster curiosity and exploration through hands-on projects
- Strengthen camper's relationship and understanding of their community through authentic experiences
- Develop social skills as campers; make friends and work collaboratively
- Develop self-confidence and a sense of place

ARRIVAL / DROP-OFF

Camp *FRESH* drop-off is from 8-8:30am and will be at the Crystal Lake Park Lake House every day. **You must sign-in your camper each day.** You can provide written permission for your camper to sign themselves in and out.

DEPARTURE / PICKUP

Camp *FRESH* pickup is from 2:45-3pm each day. No camper will be allowed to leave the camp unless accompanied by an adult designated in ePACT, or you have provided written permission for your camper to sign themselves in and out. **All campers must be signed-out in the presence of a camp leader each day.**

| | |
|---------------------------|---|
| Monday, Tuesday, Thursday | Crystal Lake Park Lake House |
| Wednesday, Friday | Crystal Lake Park Family Aquatic Center |

LUNCH / SNACKS

Lunches must be in a squirrel-proof container (no paper bags) and labeled with the camper's name. We recommend packing a waste-free lunch by using reusable containers and utensils (see page 8). **Refrigeration and microwaves are not available to campers.** Additional water will be available.

Staff will ensure that all food and activities provided by the park district are free of nut products. If your camper has any food allergies or sensitivities, alternatives can be provided. **Indicate any dietary restrictions or food allergies in your camper's ePACT account.** Campers with extreme food allergies will be allowed to sit at a special table during lunch time. **If you wish to bring in food for your camper to share, like cupcakes for a birthday celebration, you should have those items approved by the camp coordinator beforehand.**

Campers are expected to wash their hands before and after lunch and snack.

WHAT CAMPERS SHOULD WEAR / BRING

All campers will spend time outdoors. Be sure your camper is dressed according to the day's weather and activities. It is important that campers come dressed in clothes and shoes that are comfortable for walking. All clothing, shoes, and accessories should be able to get dirty. Long pants help protect campers from poison ivy, ticks, scrapes, and sun; long pants should be lightweight and breathable. Light-colored clothing is recommended to help keep campers cool.

Label ALL personal items with your camper's name so they can be easily identified. The Urbana Park District is not responsible for lost personal items.

SPF 30+ sunscreen and insect repellent will be applied to your camper each morning and throughout the day as necessary, as long as permission has been granted in ePACT. If you prefer to supply your own sunscreen and/or insect repellent, please label the bottle and send it with your camper each day.

WEEKLY CAMP SCHEDULES

A schedule detailing camp plans for the week will be available on the first day of each camp session. Look for printed copies of your camper's schedule when you sign in your camper at drop-off. If you do not see one, please ask and one will be provided. This weekly "session schedule" will outline the camp's general activities as well as introduce the camp leader(s) and any special visitors.

If you have any questions, please talk with your camper's camp leader or the camp's site supervisor. There are occasions when the schedule may be altered. The staff will make all attempts to notify you of location changes in a timely manner.

PROGRAM OPTIONS & FIELD TRIPS

Much of Camp *FRESH* is offsite. In some cases, scheduled field trips may mean a change in drop-off and/or pickup location or time. You will be notified of any field trips at least 24 hours prior to the date. **Please carefully read all notes sent home.**

SWIM DAYS

Swim time at Crystal Lake Park Family Aquatic Center (1401 N. Broadway Ave.) will take place on **Tuesdays and Thursdays from 1-2:30pm**. You will be notified if that changes. If your camper is enrolled in Extended Nature Camp, please see their schedule on page 19.

On swim days, send your camper to camp with a towel, backpack or bag, and wearing a swimsuit under their clothes. If your camper is not wearing a swim suit, they will be given the opportunity to change clothes in the restrooms, however changing times for large groups of children can delay swim time. Remember to label all of your camper's belongings and clothing with their first and last name; the park district is not responsible for lost items. Staff will make sure your camper is wearing sunscreen prior to visiting the outdoor pool and will reapply as needed. Children who do not want to swim will sit in a "dry activity" location with a camp leader. If you are picking up a child during swim time, tell the pool staff at the entrance and you will be permitted to enter and locate your camper. You must still sign out your camper with their designated leader during swim times.

INCLEMENT/RAINY WEATHER

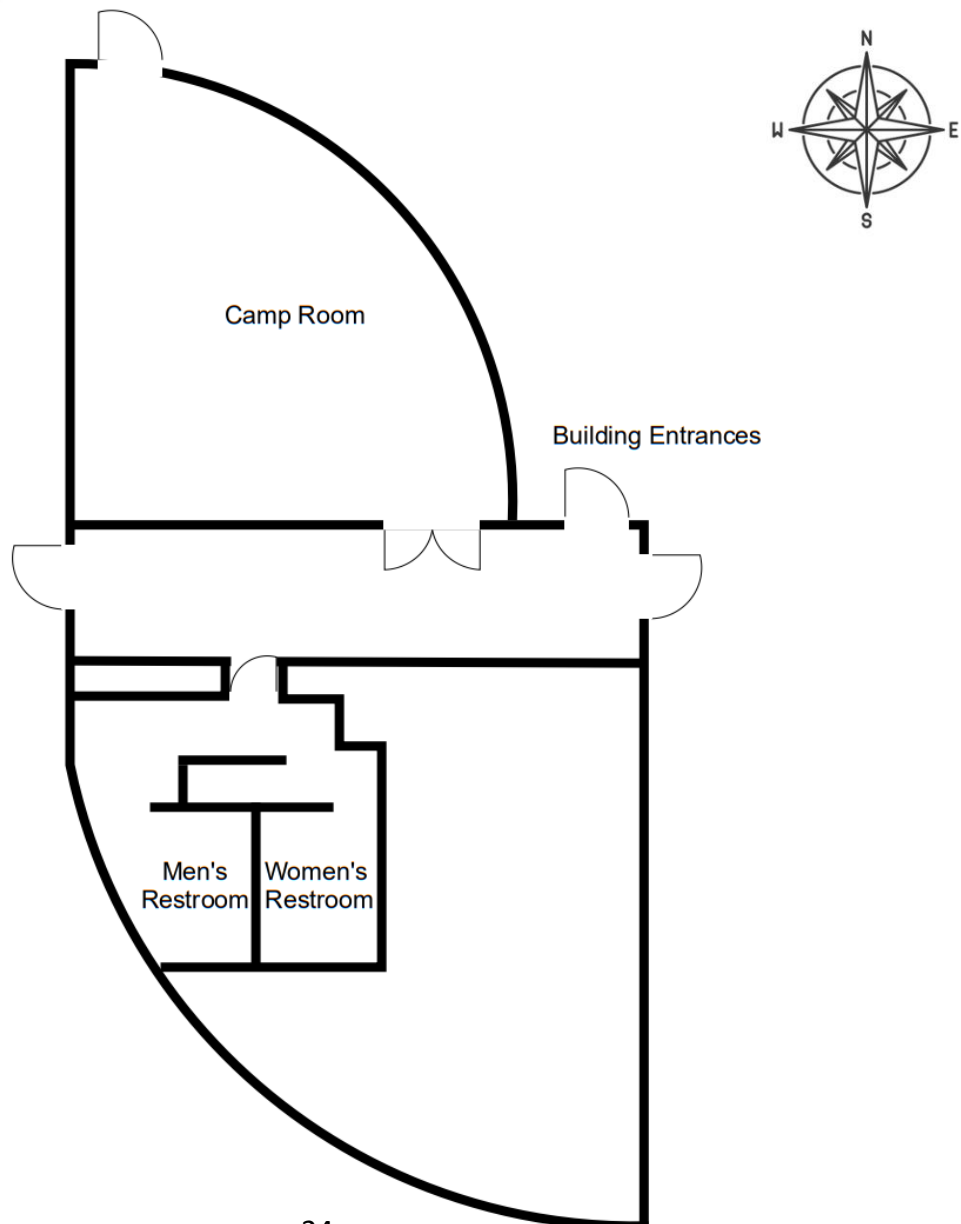
On rainy days when there is only light rain and no thunder/lightning, campers may still spend time outdoors. Please send your camper with a jacket or raincoat on rainy days. In the event of thunder and/or lightning, campers will be relocated inside the Lake House or the nearest storm-safe shelter until the weather approves. If bad weather is forecasted, some activities may be cancelled or rescheduled.

LOCATIONS

Crystal Lake Park (CLP), just south of the nature center, is currently undergoing a rejuvenation with new lake access points and natural landscaping. The park features a mature urban forest, access to the Saline creek, the Lake House, a playground, and the Labyrinth. Campers may spend time exploring, fishing, and playing at Crystal Lake Park.

Lake House (LH), 206 W. Park St. in Urbana. The Lake House is the primary location of Camp *FRESH*. The site offers a beautiful view of Crystal Lake Park and easy access to pavilions, playgrounds, and the lake in the park. Restrooms and drinking fountains are available to campers in the facility. Drop-off and pickup for Camp *FRESH* will be at this location except for swim days (Wednesdays and Fridays). Pickup will be at the Crystal Lake Park Family Aquatic Center on swim days.

LAKE HOUSE MAP



Sports Camps – Brookens Gym

CAMP DESCRIPTIONS

Sports Camp is held at the Brookens Gym. Scheduled activities begin at 8:30am. Campers will enjoy a variety of fun activities, competitions, and field trips planned and scheduled by our Sports Camp Leaders that involve skills, strategies, and techniques from a multitude of sports. Campers will play together as much as possible to build friendships, but will split into separate age groups for appropriate activities (typically ages 6-9 and ages 10-12, equating to Grades 1st-4th and Grade 5th-7th). Campers should wear tennis/gym shoes daily as flip-flops, slides, crocs, and socks can create hazardous conditions in our playing environment. Each camper receives a Sports Camp T-shirt.

Extended Sports Camp is for campers enrolled in the corresponding session of Sports Camp. Campers will have extra time for activities of their choice. You may enroll in the full week or Extended Camp Drop-In (see page 6 for details). Please contact the Phillips Recreation Center front desk to enroll in Extended Camp Drop-In, either in person or at 217-367-1544.

GOALS FOR CAMPERS

- Discover and gain confidence in physical motor skills, situational awareness, and communication through interactions with one's sporting environment.
- Develop the abilities to establish and maintain relationships while managing one's emotions in team settings and establishing a sense of belonging.
- Understand the value of respecting ourselves, one another, and our equipment in a way that is fair for everyone.
- Develop self-confidence of activity skills and strategies by setting baselines, building upon strengths, overcoming limitations, and evaluating progress.

ARRIVAL / DROP-OFF

Camp will begin each day at the Brookens Gym (North End of 1776 E. Washington, Pod 400). Drop-off is from 7:30-8:30am, starting with some ice-breaking games and free-play stations. **You must check-in your camper with a camp staff member and sign-in on ePACT using the tablet provided.** Each Monday, camp schedules that will detail our week will be provided upon arrival.

Please use the Art Bartell Road via S. Lierman Avenue or E. Main Street to enter the North parking lot.

DEPARTURE / PICKUP

Our last structured activity of the day typically ends around 2:30pm and we allow for free-play stations during Camper pickup. We do our best to take a few minutes during pickup to debrief with each camper and their family on the activities for the day, on the camper's behavior and accomplishments, and on any schedule updates.

All campers must be signed-out in the presence of a camp leader each day. No camper will be allowed to leave the camp unless accompanied by an adult designated in ePACT.

| Camp | Pickup Time |
|----------------------|-------------|
| Sports Camp | 2:30-3pm |
| Extended Sports Camp | 3:15-5:30pm |

LUNCH / WATER

Lunches should be packed with ice packs to keep items cool. **Refrigeration and microwaves are not available to campers.** Additional ice water for refills will be available from Gatorade jugs in the cafeteria area. If your camper has food restrictions, please indicate this while completing the ePACT registration information.

WHAT CAMPERS SHOULD WEAR / BRING

All campers will spend time on our playing fields, in parks, and in our gymnasium. Send your camper dressed according to the day's weather and activities. It is important that campers come dressed in clothes and sneakers (with packed swimwear when necessary) that are comfortable for running and playing outdoors and in the gymnasium. Flip-flops, slides, crocs, and socks can create hazardous conditions in our playing environment. If campers are not dressed appropriately, they may not be allowed to participate in some physical activities.

Label ALL personal items with your camper's name so they can be easily identified. The Urbana Park District will not take responsibility for lost personal items.

There are to be no camper cell phones or virtual gaming devices allowed within sight during our 7:30am-5:30pm camp time.

SPF 30+ sunscreen and insect repellent will be applied to your camper each morning and throughout the day as necessary, as long as permission has been granted in ePACT. If you prefer to supply your own sunscreen and/pr insect repellent, please label the bottle and send it with your camper each day.

WEEKLY CAMP SCHEDULES

An introductory email detailing the camp plans for the upcoming week will be sent via ePACT email on the Friday before each camp session. A printed copy of this email will be available upon request. This weekly email will outline the camp's general activities, locations, field trips, and information regarding any special activities or activity guests. The schedule is subject to change, and any changes to the schedule will be communicated as soon as possible.

Structured activities begin around 8:30am when most of our campers have arrived. Individual activities typically last 45-minutes each, with six planned each day. Lunch time will take place between 11:45am-12:15pm.

If you have any questions, please talk with your camper's leader, or call our Athletics Staff at 217-255-8601.

PROGRAM OPTIONS & FIELD TRIPS

As a program option, camp staff may plan a guest presenter, movie, or field trip. In the past, we've taken trips to local Urbana parks, Sholem Pool in Champaign, and Skateland in Savoy. The most frequent MTD buses taken are the 5 E/W Green and the 10 E/W Gold. If a field trip is scheduled, this information will be included in the weekly schedule; please reference the schedule for any off-site trips. In some cases, scheduled field trips may mean a change in drop-off and/or pickup location or time. You will be notified of any field trips at least 24 hours prior to the date, and all travel plans will be shared in advance via ePACT, email, and word-of-mouth at prior pick-ups.

Films may only be shown during hazardous weather when children are not allowed outdoors, though age-appropriate cable programming may be shown during meal times. The camp coordinator will review and approve any movie/cable selections; all content will be G or PG-rated.

SWIM DAYS

Swim time at Crystal Lake Park Family Aquatic Center (1401 N. Broadway Ave.) will take place for Sports Camp and Extended Sports Camp. **Swim Days are Mondays and Thursdays.** You will be notified if that changes.

| Camp | Approximate Swim Times |
|----------------------|-------------------------------|
| Sports Camp | 1-2:30pm |
| Extended Sports Camp | 3:00-5:30pm |

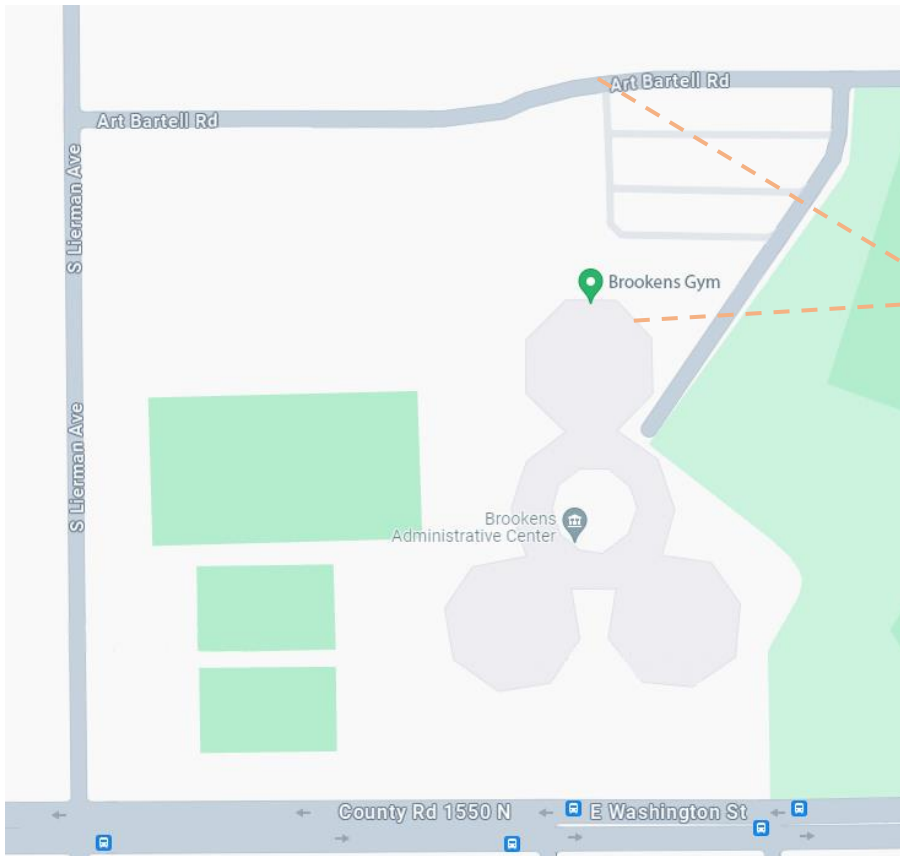
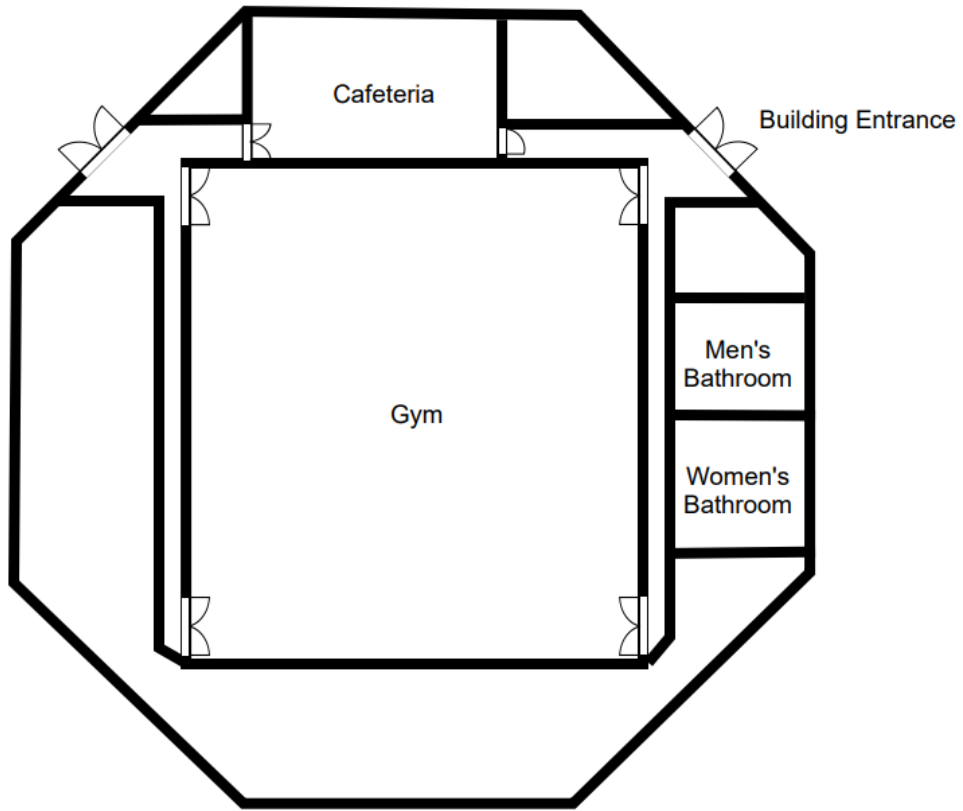
On swim days, send your camper to camp with a towel, backpack or bag, and wearing a swimsuit under their clothes. If your camper is not wearing a swim suit, they will be given the opportunity to change clothes in the restrooms, however changing times for large groups of children can delay swim time. Remember to label all of your camper's belongings and clothing with their first and last name; the park district is not responsible for lost items. Staff will make sure your camper is wearing sunscreen prior to visiting the outdoor pool and will reapply as needed. Children who do not want to swim will sit in a "dry activity" location with a camp leader. If you are picking up a child during swim time, tell the pool staff at the entrance and you will be permitted to enter and locate your camper. You must still sign out your camper with their designated leader during swim times.

INCLEMENT/RAINY WEATHER

On rainy days when there is only light rain and no thunder/lightning, campers may still spend time outdoors. Please send your camper with a jacket or raincoat on rainy days. In the event of thunder and/or lightning, campers will be relocated inside the Brookens Center gymnasium or the nearest storm-safe shelter until the weather improves, and you will receive a notice. If poor weather is predicted, some activities may be cancelled or rescheduled. You will be notified of any decisions to cancel or reschedule offsite events.

SCORE

SPORTS CAMP MAP



Brookens Gym
1776 E. Washington St, Pod 400

Entrance / Parking

UPD Camper Behavior Report

Page 1 to be completed by or with staff who witnessed the behavior:

Camper Name: _____ **Date of Report:** _____

Staff Witness Name: _____ **Staff Position:** _____

Location of Incident (check all that apply):

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Camp Indoor Space | <input type="checkbox"/> CUMTD Bus |
| <input type="checkbox"/> Camp Outdoor Space | <input type="checkbox"/> _____ Park |
| <input type="checkbox"/> Playground | <input type="checkbox"/> Field Trip |
| <input type="checkbox"/> Crystal Lake Park Family Aquatic Center (outdoor pool) | <input type="checkbox"/> Lake House |
| | <input type="checkbox"/> Other: _____ |

Date of Incident: _____ **Time of Incident:** _____

Rule Violation (check all that apply):

Refer to page 11 of the Summer Camp Handbook for full set of camp rules.

- | | |
|---|---|
| <input type="checkbox"/> Leaving camp or activity without permission | <input type="checkbox"/> Stealing or destruction of property |
| <input type="checkbox"/> Not following directions | <input type="checkbox"/> Endangering health or safety of others |
| <input type="checkbox"/> Hitting, kicking or other physical abuse | <input type="checkbox"/> Having weapons or weapon look-alikes |
| <input type="checkbox"/> Threatening words or verbal abuse | <input type="checkbox"/> Possessing or using alcohol, drugs, or nicotine/tobacco products |
| <input type="checkbox"/> Using profanity or foul language | <input type="checkbox"/> Sexual conduct |
| <input type="checkbox"/> Damage to equipment, supplies, parks or facilities | <input type="checkbox"/> Bullying |
| | <input type="checkbox"/> Other: _____ |

Description of incident / problem behavior (including possible cause): _____

How was the incident / problem behavior addressed?

- Time-out and reminder of expectations
- Mediation with other camper(s)
- Meeting with camp staff and adult guardian
- Other: _____

This section to be completed by the camp coordinator:

Offense* (circle one): 1st 2nd 3rd 4th

****Please Note:*** *In cases of inappropriate behavior deemed extreme by staff, participants may be suspended or unenrolled from the program immediately, regardless of the number of previous offenses. Consult the Urbana Park District Behavior Management Procedure for additional information. Program suspensions and expulsions must be approved by the Superintendent of Recreation.*

Next steps if another incident should occur (check all that apply):

Refer to pages 11-12 of the Summer Camp Handbook for outline of procedures.

- Mediation with other camper(s)
- Meeting with camp staff and adult guardian
- Other _____
- Suspension Dates
Start: _____ End: _____
- Expulsion / Un-enrollment

This section to be completed in discussion with adult guardian(s):

Discussion Date: _____ **Time:** _____

Why might this behavior be occurring?

What strategies and supports can be offered to prevent future incidents?

Other adult guardian notes: _____
