

2021 PRCSD Summer Camp Parent Handbook

Participant Custody/Communication

If during the summer season a situation arises which changes who is authorized to pick up the participant, please inform Parks, Recreation and Community Services Department (PRCSD) staff immediately and update form accordingly.

If one (1) parent/guardian requests that the other parent /guardian be removed from the emergency contact/authorized pick up form, legal documentation must be provided to the Recreation Services Coordinator and a copy of the documentation will be placed in the participant's file. If documentation is not submitted the participant will be released to both parents/guardians.

Program Hours (no camp July 5th):

- **Summer Day Camp** 7am – 6pm
Bordwell Park
- **Summer Splash Day Camp** 7am – 6pm
Hunt Park & Villegas Park
- **Teen Venture Camp** 8am – 4pm
Youth Opportunity Center
- **STEAM Camp** 8am – Noon
Bourns Family Youth Innovation Center
- **Little Totters Summer Camp** 9am – Noon
César Chávez Community Center

Sign In / Sign Out

- Parent/Guardian must sign participant in/out and must show valid identification.
- Participants can sign themselves in/out of the program if the walk home form is signed.

Camp Overview

- Themed weeks (variety of activities, games, and crafts)
- Curriculum provided each week to parent/guardian
- Staff ratio 1:10
When possible, participants grouped by age/grade.
- Campers receive daily lunch provided by the Summer Food Program. Vegetarian meals are available upon request.
- Campers providing their own lunch must also supply their own daily snacks and/or drinks.

Program Fees per Session:

- \$100 Summer Day Camp
- \$120 Summer Splash Day Camp
- \$90 Teen Venture Camp
- \$86 STEAM Camp
- \$80 Little Totters Summer Camp

Refund Policy - Due to high demand and limited spacing, credits, transfers, or refunds will not be issued for any reason. Online transaction fees are non-refundable.

Late Pick-Up Fee - \$5 per participant for every 15 minutes will be assessed for extended care. Additional fees must be paid in full at the time of pick-up. Authorized individuals will be contacted for pick-up after 15 minutes.



Participants are placed into age group cohorts that allow for **physical distancing** with proper ventilation throughout camp activities.

Staff will follow a **sanitizing schedule** to allow proper cleaning of the camp facility before, during and after camp meeting days.



General Rules

- Campers are expected to listen and follow directions given by staff or volunteers.
- Campers must show respect to other participants, staff, volunteers, equipment and property.
- Campers cannot hit, pinch, punch, spit, or bite other participants, staff, or volunteers.
- Campers must stay with their assigned group at all times and get permission from staff prior to leaving an area (At no time shall any participant be left unattended).
- Campers must use "quiet voices" inside the building.
- Campers must wear comfortable clothing and close toed shoes.
- Campers must clean up after themselves.
- Toys and electronic devices are not allowed and will be confiscated and returned to parent/guardian at the end of the day. Cell phones must be kept in participants backpack. PRCSD is not responsible for lost, stolen or damaged items.
- If a participant requires medication they must be able to administer themselves. Parent/guardian must inform staff of participant medical needs. PRCSD staff is not permitted to administer or hold medication.
- PRCSD staff will notify parents/guardians of any injury or illness that occurs during program hours and documented on an incident/accident form.

COVID-19 Safety Protocols

- Participants will check in each morning, with a parent/guardian to receive a temperature check and symptom questionnaire. Those showing symptoms of being ill may not enter the camp facility and may return when symptoms have been cleared.
- Participants that have tested positive for COVID-19 will not be admitted to camp until a 10 day quarantine is complete starting from the day of the positive test result.
- Participants with confirmed exposure to an individual that has tested positive for COVID-19 will be asked to return to camp after they receive a negative COVID-19 test result.
- Participants are not permitted to share food or food items such as drink containers and plasticware. Adequate storage will be provided to campers to store personal items including water bottles, hats and a change of clothes.

Participant Code of Conduct

The Code of Conduct states that all campers are expected to exhibit appropriate behavior at all times while participating, being a spectator, or attending any program or activity conducted or sponsored by the PRCSD. The following guidelines are designed to provide safe and enjoyable activities for all participants:



- Be respectful of participants and program staff
- Take direction from program staff/volunteer
- Refrain from using abusive or foul language
- Refrain from causing bodily harm to self, other participants, or program staff/volunteers.
- Refrain from harassment, intimidation or bullying of staff, volunteers or participants.

Failure to follow these rules will result in **removal of the program** or participation privileges. The City of Riverside PRCSD strives to make your participation fun-filled, rewarding, educational and safe.

Behavior Management/Discipline Policy

Depending on minor infractions participants may receive verbal warnings, time outs, be sent to office, or sent home.

The following behaviors will result in **IMMEDIATE REMOVAL**, but not limited to;

- Any physical assault such as (fighting, hitting, punching, kicking, or biting)
- Direct abusive/obscene/profane languages/gestures
- Leaving the program without permission or refusing to remain with assigned group
- Inappropriate touching or sexual misconduct
- Theft, defacing or destruction of property
- Possession of weapons, tobacco, alcohol or illegal drugs.

By signing below, I acknowledge that I have reviewed the handbook and agree to my child abiding by them.

Participant Name (Print) Parent/Guardian Name (Print)

Parent/Guardian Signature

_____ (Date) _____