



Ferguson Parks and Recreation

Summer Camp

Parent Information

Information has been updated to reflect our policies and procedures due to COVID-19. For more information on what we are doing to help keep your camper safe and prevent the spread of COVID-19, see the COVID-19 Safety Guidelines attached to the registration packet.

GENERAL INFORMATION

Participants will receive quality supervision as they engage in activities such as sports, arts and crafts, games, virtual field trips and guest speakers.

Ages: 5-12

June 29th - August 14th

Monday thru Friday, 8:30 a.m. - 4 p.m.

Before and After Care - **Cancelled*

Location

Ferguson Community Center
1050 Smith Ave
Ferguson, MO 63135

REGISTRATION

Parent/Guardian(s) can register your camper(s) by visiting the Ferguson Community Center. When registering, you will be given a registration packet that must be filled out and submitted at the time of registration (medication authorization must be turned in no later than the Monday of the week your child is attending). First week must be paid at the time of registration.

~~Fee: \$85/res. & \$95/non-res. per week.~~

\$75/res. & \$85/non-res. per week.

*Breakfast & Lunch will **NOT** be provided. We have reduced the weekly price.*

Registration Deadline: 8 p.m., the Wednesday preceding session

If your not paid in full at this time, your spot will be dropped for the week.

Registration Open: June 15, 2020 @ 8:00 a.m

Resident Registration: Opens June 15, 2020

Non Resident Registration: Opens June 22, 2020

TYPICAL WEEK

Below is a general idea of what a typical week at the Ferguson Summer Day Camp looks like. Games, activities, crafts, and virtual field trips change based on the set theme of the week. The schedule is subject to change throughout the day/week based on previously scheduled events.

Monday	Tuesday	Wednesday	Thursday	Friday
Camper Drop - Off	Camper Drop - Off	Camper Drop - Off	Camper Drop - Off	Camper Drop - Off
Games/Activities	Structured Crafts	Games/Activities	Games/Activites	Games/Activities
Structured Crafts	Community Service Project	Games/Activities	Virtual Field Trip	Games/Activities
Lunch	Lunch	Lunch	Lunch	Lunch
Games/Activities	Campers Choice	Water Activities	Campers Choice	Water Activities
Campers Choice	Games/Activities	Campers Choice	Structured Crafts	Campers Choice
Camper Pick - Up	Camper Pick - Up	Camper Pick - Up	Camper Pick - Up	Camper Pick - Up

STAFF

Our staff is comprised of a Camp Director and 6 Camp Counselors at a ratio of no more than 1:8. These individuals have passed a background check, are experienced in working with children, and have had training in first aid, leadership, discipline, arts and crafts, and games. All staff members are evaluated continuously during the summer. All summer camp staff is supervised by our Recreation Specialist. Your comments are encouraged and should be directed to Katelyn Haniford, Recreation Specialist, at 314-521-4669.

LUNCHES/SNACKS

Children should bring a non perishable lunch and drink. There are NO refrigerators available for lunches, so please bring food that requires NO refrigeration. Please clearly label all bags, lunch boxes, thermos bottles, etc. with child's name. The Day Camp staff is not responsible for any personal possessions which are lost or stolen. Ferguson Day Camp will provide an afternoon snack each day. You may send your child with a snack if you prefer. **Note: Sharing and/or exchanging food/drinks will not be allowed. NO EXCEPTIONS!**

CHECK IN/OUT PROCEDURES

All children must be checked in upon arrival and checked out upon departure by a parent/guardian. Please refrain from picking up your children before camp activities are finished. However, we understand that appointments and other responsibilities come up, please notify your campers Group Leader in the morning if the child will be picked up early. If camp is off site, we will do our best to work with the parent/guardian to coordinate the best location and time for pick-up. Special arrangements for those children walking or riding a bike must be made in advance. If your child arrives late, accompany him/her to the North Entrance of the building, and call the Community Center to notify staff of your arrival. Please refrain from bringing your child through the main (front) entrance. If you check your child out in the middle of the camp day, you MUST notify his/her Counselor, Group Leader or the Director. If your child is to go home with someone other than those authorized on the Pick-Up Authorization form, this must be presented IN WRITING to the Camp Director upon arrival and listed on the check out form. No child will be allowed to sign him/herself in or out. NO EXCEPTIONS! Please be sure to have your Photo ID available during pick up.

The check in and out procedure will be as follows:

Check-In: Park in the designated parking spots labeled, "Summer Camp Pick Up & Drop Off." Proceed with your camper(s) to the check in table on the North end of the Community Center. Parent/Guardian(s) and camper(s) must wear a face mask while checking in. Social distancing squares will be outlined for those waiting in line to check in their camper(s). If you park and see more than 6 families waiting in line, please remain in your car until the line shortens. Once at the check in table, campers will have their temperature taken. If your camper has a temperature of 100.4 or higher, him/her will be denied entry to camp and the camp Director will be notified. Parent/Guardian(s) will sign their camper in prior to leaving their child in the Day Camp's care.

Check-Out: Park in the designated parking spots labeled, "Summer Camp Pick Up & Drop Off." Parent/Guardians must wear a face mask while picking up their camper(s). Proceed to the check-out table to sign your camper(s) out. Once signed out, camp staff will send your camper(s) out to depart from camp. If you are requesting to speak with the camp Director, notify the staff at the check-out table. You will be asked to step aside while the Director is contacted to come out.

Parent/Guardian(s) are asked to bring their own pen for check-in and check-out.

PARENT LATE PICK - UP POLICY

Main Camp pick up is no later than 4:00pm. Any guardian arriving late, will be charged \$5.00 for each 15 minutes he or she is late. Participants will not be allowed to return to the program until this fee is paid. If a parent is late more than three times, the child will not be allowed to return to the Summer Day Camp program.

LOST AND FOUND POLICY

Items will be held for two weeks. After that time, items will be removed and donated. Please label all belongings to ensure they are returned. Lost and found items are displayed at the Check-In and Out table with signs on it.

SWIMMING

Splash at Wabash will be closed for the 2020 Summer season. Although, we cannot take the campers swimming, we have many fun water activities and games planned throughout the summer. Who knows... we might get a few surprise visits from the Ferguson Fire Department! We will notify all parents/guardians the day before we are planning a full day of water activities. However, water activities may not be planned ahead. We suggest packing your camper(s) with a change of clothes and/or towel everyday.

SUNSCREEN

Sunscreen is **VERY IMPORTANT** and highly recommended. **SPRAY ON SUNSCREEN IS RECOMMENDED.** Dri-fit or polyester shirts are also recommended if your child burns easily. We will be doing various games and activities outdoors.

- For 6 years and under, staff will apply sunscreen to shoulders and face only. Parents should apply to other areas prior to dropping the child off, as they see fit.
- For 7 years and older, campers will be reminded often to apply sunscreen. Children are only allowed to assist each other if they use spray on sunscreen. Ferguson Day Camp staff will NOT apply sunscreen.

Reminders to reapply sunscreen will be given throughout each day!

INCLEMENT WEATHER POLICY

Camp will be held at the Ferguson Community Center (indoor), but various activities will be outdoors. Activities and space will be limited on these days, but all campers will remain indoors at the Ferguson Community Center. No refunds will be issued for rainy days. Should rain or severe weather develop during the day, campers will remain indoors. In the case of extremely severe weather or tornado, the campers and staff will take cover in the halls, restrooms, and basement, if needed. Parents should drop off and pick up their children according to the rules outlined above.

If it is an extremely hot day, limited camp activities will still be held outdoors . The following precautions are taken:

- Frequent water breaks are taken
- Daily physical activity is limited
- Staff keeps campers in the shade as much as possible
- Camper activities will be limited to 30 minutes outdoors before taking a break indoors.

ARTS AND CRAFT SUPPLIES

The materials listed below can be used as arts and crafts supplies in our program. Instead of disposing of these items, please send them to camp with your child. You would be surprised at the imaginative things your child can create. Baby food jars and lids, any type of containers (buckets, shoe boxes, jars and cans, margarine tubs and lids), wood, carpet scraps, paper plates, socks, tiles, old jewelry, cotton balls, wire, magazines, buttons, yarn, toothpicks, pipe cleaners, milk cartons, tooth brushes, aluminum pie pans, sea shells, ribbon, string, feathers, pine cones, clothes pins, thread spools, bottle caps, paper towel and T.P. tubes, sponges, beads or anything else you think will create that "special project"! All donated supplies will be sanitized and quarantined for 48 hours before use.

T-SHIRTS/CLOTHING

Children should wear cool, comfortable clothing. Tennis shoes or closed toed shoes are required due to the nature of the activities. Flip flops and sandals are not permitted at camp (even on during water activities). We will not have camp t-shirts this year. Children should bring swim suits with them every day of camp for water activities. We suggest packing a sweatshirt/jacket as we will be indoor for part of the day and some children may get cold after water activities outside.

ON-SITE INJURY

An attempt will be made to notify the parent or guardian immediately in case of accident, injury or sudden illness. Please make sure we have all the necessary phone numbers to reach you during the day. If your child is injured, the staff will take whatever steps are necessary to obtain emergency care. These steps may include, but are not limited to the following: contact other persons listed on the emergency information form, contact your physician or medical center for assistance, call an ambulance or paramedic, and have the child taken to an emergency hospital in the company of a staff member.

ILLNESS/MEDICATIONS

Please indicate anything you think might be of assistance to your child's counselor in the Registration Packet (e.g. hypertension, epileptic, attention deficit, shy, prescribed medications, etc). Also, please let us know immediately if your child develops a contagious disease so that we may notify other parents. If your child needs medications during camp hours, a Medication Administration and Authorization Form **MUST** be filled out prior to the week the child is attending camp. Please call Katelyn Haniford, Recreation Specialist at (314) 521-4669 with any questions, concerns or accommodation needs.

CAMPER DISCIPLINE

Camp rules will be outlined at the beginning of camp each week. Children will be in on the rule making. Should a discipline problem arise, a Reset, also known as a Time Out will be enforced and the parent or guardian may be contacted depending upon severity. Should it continue to be a problem, the parents will be contacted and the child may be suspended for a day or dismissed from camp, with no refund given. A parent may request a conference with the Group Leader, Director or Recreation Supervisor any time they feel one is needed. Camp has a discipline log and all incidents are recorded for reference.

Discipline plan is as follows:

1. Verbal Warning
2. "Reset", also known as a Time Out in a designated place to reflect on the situation (parents will be notified if repeated discipline occurs)
3. Conference with Team Leader and/or Director
4. Parent will be talked to (may or may not be accompanied by a written warning)
5. Suspension from camp
6. Dismissal from camp

Note: Each situation will be dealt on a case-by-case basis. We reserve the right to bypass any of these steps as the situation warrants.

REMINDER

We would like to encourage your child to attend on a regular basis so he/she can feel a part of the group and feel comfortable interacting with the staff and other children. In order to accomplish this, we urge you to register early as space is limited due to COVID-19 Social Distancing practices. If your child is in need of special accommodations, please contact Katelyn Haniford, Recreation Specialist: Ferguson Parks and Recreation at (314) 521-4669.



Questions, comments, or suggestions should be directed to the Ferguson Summer Day Camp Director by speaking with him/her on-site. You may also contact Katelyn Haniford, Recreation Specialist: Ferguson Parks and Recreation at (314) 521-4669.