



## DC DEPARTMENT OF PARKS AND RECREATION 2013 SPRING BREAK CAMP POLICIES

### DROP OFF/PICK UP

- All children must be signed in and out of camp daily by a parent/guardian or other designated adult.
- Children may not leave DPR property with anyone other than those designated by the parent/guardian on the registration form. Anyone designated to pick up a child must be listed on the registration form and must be at least 18 years old.
- If your child will walk to and from camp without an adult, you will need to complete a consent form. Please request a form from your camp director.
- Camp starts promptly at 9:00AM and ends promptly at 5:00PM. Before-care is provided from 8:00AM – 9:00AM; and after-care is provided from 5:00PM – 6:00PM at an additional cost.
- Children cannot be dropped off before 8:50am if they are not enrolled in before-care. Children must be picked up by 5:10pm if they are not enrolled in after-care.
- Children enrolled in after-care must be picked up no later than 6:10pm. If your child has not been picked up by 6:30pm, the proper authorities will be contacted.
- Parents/guardians picking up a child after the designated time will receive a verbal warning for the first offense; a written warning for the second offense; and if there is a third offense, then your child will risk possible dismissal from the program. **Children dismissed from the program are not eligible for a refund.**

### FOOD

- Breakfast and lunch will NOT be provided. Please send a lunch each day, marked with your child's name.
- Because of the length of the day, parents are encouraged to send snacks for their child. **Please note:** *Due to the number of campers who eat lunch together during the lunch period, we will not be able to microwave children's lunches.*
- Because we encourage healthy eating habits, we do not allow the following food or drinks at camp:
  - red juices or drinks of any kind
  - soda
  - chips, cookies, candy, sunflower seeds, or any kind of sugary snacks
  - ABSOLUTELY NO PEANUT PRODUCTS (due to the number of children with nut allergies)

If your child arrives at camp with any of these items, these items will be held for them until the end of the day.

### MEDICATION AND ILLNESS

- DPR is not permitted to and cannot administer medication of ANY kind under ANY circumstance. If your child is in need of medication, he/she must be able to administer it him/herself. As well, a parent or other approved adult can come to the site to administer the medication. This includes epi-pens and asthma inhalers.
- Please do not send your child to camp if he/she is sick. However if your child will be absent from camp because they are sick, please inform the camp director that your child will not be at camp that day.
- If your child becomes ill at camp, we will notify you to pick up your child immediately. The camp staff must consider the well-being of every child. If your child is sent home with a communicable disease (something that is contagious), he/she may not return to camp unless they have a written doctor's note/permission. (A doctor's note will be required for pink eye, fever, diarrhea, unexplainable rashes, ringworm, lice, etc.)

### FIELD TRIPS and SWIMMING

During Spring Break Camp, your child will have at least one field trip, and at least one trip to an indoor swimming pool. At the start of camp, the camp staff will give you the information about the trips and ask you to sign a permission slip. Some campsites will plan additional field trips that may or may not require a fee, but all trips will require a signed permission slip. Camp staff will give you more information about these trips. If, for any reason, your child cannot participate in the field trip, please do not send your child to camp that day and keep him/her at home.

- For pool visits, children must change into swimwear, even if they do not intend to swim. Children will not be allowed onto the pool deck without proper swim wear attire.



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- All children must adhere to the pool rules. Any child breaking the rules will risk being excluded from future pool trips.

**BEHAVIOR EXPECTATIONS AND CODE OF CONDUCT**

Camp is a fun leisure experience for children and teens. DPR’s expectations are direct and clear: respect for self, respect for others and respect for the environment. We encourage campers to be responsible and mindful of their words and actions at all times with camp staff and with each other.

DPR reserves the right to dismiss any child who violates DPR site and/or camp rules; or whose conduct is disruptive and prevents camp staff from providing a complete, consistent and enjoyable camp experience for the other participants. **Children dismissed from the program are not eligible for a refund.**

**POTTY TRAINING POLICY**

- Children participating in any DPR camp must be potty-trained.
- No child will be able to attend camp if still wearing diapers or pull-ups.

**DPR REFUND POLICY**

- Refund requests must be received by ONE WEEK PRIOR to the start of Spring Break Camp.
- DPR retains a 10% processing fee on ALL refunds.
- If your child is dismissed from the program for any reason (chronic misbehavior, violence, late pick-ups, repeated absences, etc.) you will NOT be entitled to a refund.
- To request a refund, please email [dpr.camps](mailto:dpr.camps).

**I have read, reviewed and understood the contents of these 2013 Spring Break Camp Policies. I agree to abide by and ensure that my child abides by all of the policies, guidelines and procedures listed within. I understand that my or my child’s failure to comply with the policies, guidelines and procedures contained on this fact sheet can lead to the suspension or expulsion of my child from DPR’s Spring Break Camp Program.**

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**Parent / Guardian Name** **Date**

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**Parent / Guardian Name** **Date**

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**Child’s Full Name** **Site/Camp**