

## 2022 Wyoming Summer Camp Information

Welcome Summer Camp families! We have spent many hours planning a safe and fun summer experience for our campers that meets the state health and safety guidelines.

### ENROLLEMENT/REGISTRATION INFORMATION

**ALL FORMS MUST BE COMPLETED ONLINE BEFORE REGISTERING YOUR CHILD.** Once the online forms have been submitted, you will be contacted **within 3 business days** to process your enrollment fee and register/pay for camp days/weeks. You may prepay for the entire summer. After the initial payment, all other payments will be made through the front desk or by calling 513.821.5200. **The deadline to register without a late fee is two weeks prior to the week attending camp OR until capacity is reached.** CAMP DAYS WILL FILL UP. The only way to guarantee your spot is to pay for camp days. Refer to the registration deadline schedule for specific dates.

### DAYS AND HOURS OF OPERATION

- The Summer Camp program runs Monday through Friday from May 31 thru August 10 for kids entering Kindergarten thru 6<sup>th</sup> grade. **Children must be 5 years old on their first day of camp.**
- Programming hours are 9:00 AM - 4:00 PM, though campers may be brought in as early as 7:00 AM and picked up as late as 5:30 PM.
- The Wyoming Summer Camp program closes promptly at 5:30 PM. **Any children remaining past 5:30 PM must pay a fine of \$25 per occurrence.**

### PAYMENTS, REFUNDS, LATE FEES

**Camp registration payments are due 2 WEEKS prior to the week attending camp and can be made at the front desk, or over the phone with a credit card.**

- **Enrollment Fee:** A one-time \$45/45/55 (member/resident/non-resident) enrollment fee per family is required to be paid with the first camp payment.
- **Weekly Rate:** \$195/member, \$213/resident, \$231/non-resident
- **Daily Rate:** \$45/member, \$50/resident, \$55/non-resident
- **Refunds:** No refunds will be given unless a camper is absent due to illness and a doctor's note obtained. This must be submitted in writing to [jpospisil@wyomingohio.gov](mailto:jpospisil@wyomingohio.gov) by 5:30 PM of the day they are absent. Once we have

received the doctor's note, a pro-rated refund in full for the days missed, will be provided.

- **Late Fees:** A late fee of \$15 per transaction/family will be assessed if registered after the **THURSDAY TWO WEEKS PRIOR** to the week attending camp. You will not be able to register for camp the Friday before the week attending camp.
- **Transfers:** No transfers of days are allowed.

**Please see the registration deadline schedule below to avoid late fees.**

Camp Week	Registration Deadline	Last Day to Register w/ Late Fee
Week 1 May 31-June 3	May 19	May 26
Week 2 June 6-10	May 26	June 2
Week 3 June 13-17	June 2	June 9
Week 4 June 20-24	June 9	June 16
Week 5 June 27- July 1	June 16	June 23
Week 6 July 5-8	June 23	June 30
Week 7 July 11-15	June 30	July 7
Week 8 July 18-22	July 7	July 14
Week 9 July 25-29	July 14	July 21
Week 10 August 1-5	July 21	July 28
Week 11 August 8-9	July 28	August 4

### **FOOD**

- **Campers MUST bring a packed lunch each day, unless otherwise noted.**
- **All campers must bring a water bottle labeled with their name.**
- An afternoon snack will be provided, and concession cards are available for purchase to use at the pool in the afternoon. Concession cards are \$15 per card and can be purchased at the front desk, or by calling 513.821.5200.
- Please note we are NOT a nut free facility.

### **SWIMMING**

- Each camper will be required to pass a water safety test prior to swimming in the pool. Children identified as non-swimmers on the "About My Child Information Sheet" will not be tested and will automatically receive a blue band.

- The test is administered by the pool staff. It will determine what areas of the pool are safe for your child to swim in based on their swimming ability. Please advise the Camp Coordinator if you have any questions.
- Once a camper has taken the swim test, they will receive a colored bracelet to wear when swimming.
  - Green: Permitted to swim everywhere.
  - Yellow: Can swim where they can stand/touch.
  - Pink: Must wear a life jacket.
- Each camper should bring a swimsuit, towel, sunscreen, and goggles (if they would like) every day for swimming. Each item must be clearly marked with the name of the child. **Each child must have their own bottle of sunscreen.**
- **Please apply sunscreen before each camper is dropped off at camp.** We will reapply sunscreen when we are going to the pool. Each camper 3rd grade and younger will have sunscreen applied by a counselor. Campers' 4th grade and older will be permitted to apply their own sunscreen under the supervision of a counselor.

#### **FIELD TRIPS**

- Field Trips will take place on Thursdays unless otherwise noted. All campers registered for camp on Thursday MUST attend the field trip.
- Each camper is expected to wear the official camp shirt for all field trip days. Any camper attending without the required shirt may be charged for an additional shirt. Shirts will be handed out on the first field trip day.
- Please check the field trip schedule for details and additional fees.

#### **ILLNESS, MEDICATIONS, EMERGENCIES**

- Illness: Parents will be notified if their child exhibits signs of illness (fever, vomiting, diarrhea, etc.) and will need to be picked up from camp. The camper will not be eligible to return to camp until they are 24 hours symptom free or have been released by a doctor. Parents will be notified of any presence or outbreak of illness.
- Medications: A Summer Camp Coordinator will administer medication to children with a completed medication form. A prescription medication will not be administered if we do not have on file an "administration of medication" form from the doctor on record. DO NOT send any medication to Summer Camp with your child. All medication must be delivered to the Coordinator on duty.
- Emergencies: In the case of a medical emergency the staff is directed to call 911 IMMEDIATELY and then notify the parent. An incident report will be completed for

any incident and a copy will be given to the parent. A staff member certified in CPR and First Aid is always on duty.

**BEHAVIOR POLICY: Absolutely no bullying will be tolerated.**

- **Behavior:** Students enrolled in the Summer Camp program are expected to follow rules of good behavior and treat one another with courtesy and respect. Discipline will be handled with kindness, consistency and understanding with the rules being made very clear with each camper. However, to assist counselors with inappropriate behavior, progressive discipline guidelines have been established. These procedures are to ensure the safety and welfare of all participating children and staff.
- Our expectation is to assist children in making appropriate choices, but, when necessary, the following steps will be taken:
  - **(Level 1)** Verbal correction or warning.
  - **(Level 2)** Removal from current activity and a verbal notification to parent that this is a Level 2 behavior problem.
  - **(Level 3)** Meeting with Camp Coordinator, and discipline form given to the parent.
  - **(Level 4)** Meeting with Camp Director, discussion with the parent, child will be excluded from the program for one day, and a discipline form will be given to the parent.
  - **(Level 5)** Removal from the program.

**MISCELLANEOUS**

- It is our desire to have a 10:1 ratio for campers to counselors. All campers will need to be signed in and out each day by an adult. Only those listed on the Camper's Information Sheet will be permitted to pick up a child. Campers are not permitted to walk home by themselves. Should an emergency arise where someone other than those listed on the form need to pick up a camper, the parent will need to call the front desk at 513.821.5200 with the necessary information.
- **Dress:** Most of our activities are held outside. Please be sure your child is dressed weather-appropriate each day. Tennis shoes are recommended for daily wear, but flip flops or sandals may be worn, unless otherwise noted. Please put your child's name on every item they bring to camp, including their water bottle.
- **Personal Items:** Electronic devices will only be permitted until 9:00 AM or after 4:00 PM during the Summer Camp day. Anyone bringing such items to camp do so at

their own risk. The Summer Camp staff will not be responsible for the safety of these items.

- **Money:** The Summer Camp staff is not responsible for money kept by campers. The staff cannot be held responsible if your child decides to “share” with other children.
- **Parent Concerns:** Parent comments, concerns, suggestions (both positive and constructive) are welcome at any time. Please contact Recreation Director, Rachel Leininger by email at [rleininger@wyomingohio.gov](mailto:rleininger@wyomingohio.gov) or by calling 513-842-1359 (office) or 859-314-7357 (cell).

### **IMPORTANT CONTACT INFORMATION**

#### **Wyoming Recreation Center**

9940 Springfield Pike, Cincinnati, OH 45215

513-821-5200

#### **Stephanie Stoppenhagen, Summer Camp Coordinator**

513-821-5200

[sstoppenhagen@wyomingohio.gov](mailto:sstoppenhagen@wyomingohio.gov)

#### **Jennifer Pospisil, Recreation Supervisor**

513-679-4648

[jpospisil@wyomingohio.gov](mailto:jpospisil@wyomingohio.gov)