



## **Welcome to the Bartlett Nature Center's Summer Camp! Information / FAQ Sheet**

We are pleased that your child will be participating in our summer camp! We are planning exciting adventures for our campers. Please note the important camp information listed below.

The following forms must be completed and on file before your child may participate in camp.

- **Nature Camp Emergency/Information Form**
- **Camp Guidelines and Agreement**

Please fax, e-mail, drop off or mail these forms to the Bartlett Nature Center prior to the first day of camp.

### **Staffing:**

An experienced camp instructor will lead each program.

### **Weather:**

Camp is held outdoors, rain or shine. In case of extreme weather, children will participate in indoor activities at The Bartlett Nature Center. *Camp will not be cancelled due to rain.*

### **Daily Attire:**

Dress for the weather and outdoor activities. Expect hikes on gravel paths with uneven terrain. Proper attire is important for the safety and protection of your child.

- Wear a short-sleeved shirt.
- Wear shorts or pants.
- Wear sturdy walking shoes (sandals, crocs, open-toed shoes are not recommended).
- Bring a hat/visor and long-sleeved shirt (to protect from insects and sun).

### **Daily Supplies:**

Please bring a full water bottle each day. A small backpack can be used for the following personal supplies:

- Sunscreen (apply prior to arrival)- spray on only
- Insect Repellent (apply prior to arrival)
- Raingear (if rain is predicted)
- Waterproof shoes or old gym shoes (boots are not recommended) when necessary

### **Daily Snack, Lunch, and Beverages:**

Parent is responsible for providing all snacks, lunches, and drinks for their child. Do not pack items that require refrigeration.

- Half Day Camps - bring a small snack and drink.

- Full Day Camps - bring a snack, lunch, and drink.

### **Daily Drop-Off and Pick-Up Information:**

Please observe the camp start/end times. Your punctuality is appreciated.

- **Please do not arrive before 8:50 am unless you are registered for the Before Camp Program.**
- Camp staff will not be available for check-in prior to **8:50 am**. Children must be supervised by an authorized adult until camp staff arrives.
- For your child's safety, an authorized adult must sign your child in and out daily.
- Please arrive promptly at the end time of your camp to pick up your child.
- After Camp programs are available with advanced registration for Full Day Camps.

### **Late-Arrivals/Early Pick-Up:**

In the case of a late arrival, it is your responsibility to take your child to meet up with their group. Late arrivals should check-in at their group's picnic table. In the case of an early pick-up, it is your responsibility to arrange a meeting place and time to meet up with your child's group.

### **Late Fees:**

Parents/guardians will be required to pay a late pick up fee of \$5 if they are 1-10 minutes late; after 10 minutes the fee will be \$1 per minute until the child is picked up. The late fee is per child. The person picking up the child will be handed a late pick up slip by the child's instructor. The slip has to be signed by the person picking up the child and an invoice will be issued with the fee to be paid. Late fees are the responsibility of the parent/guardian, no matter who picks up the child.

### **Cell Phones:**

The use of cellphones will only be allowed before or after camp and phones should be kept in the camper's backpack. If there is an emergency please notify the office and the camper will be located. The Bartlett Park District does not assume any responsibility for lost, stolen, or broken items.

### **Lost and Found Items:**

Please label all items with your child's first and last name. If you have misplaced an item, please check the lost and found bin located at the front desk in the Nature Center.

### **Camp Evaluations:**

At the end of the week, you will receive an evaluation for your Summer Camp experience. Please take the time to complete this evaluation with your child. Your thoughts are very important to us.

### **Questions or Additional Information:**

Contact the Summer Camp Coordinator at the Bartlett Nature Center at (847) 608-3100 when prompted press 2

