

Playground Camp Parent Information Packet

PARKS & RECREATION DEPARTMENT: 839-8968

RECREATION Supervisor: Brooke Friess

1. DATES AND HOURS:

- **Session 1:** Monday, June 10th through Friday, July 12th (no camp July 1-5).
- **Session 2:** Monday, July 15th through Friday, August 9th.
- **Session 1&2:** Monday, June 10th through Friday, August 9th (no camp July 1-5).
- Program meets weekdays Monday - Friday 1:00pm - 4:00pm (trip times may vary).
- Counselors are responsible for your child during program hours only.
- As a parent, you are responsible for checking in your child. If your child is riding their bike to camp, you must let us know so we know they are at camp that day and we are responsible for your child.
- * Please do not drop off your child before 1:00pm or pick up after 4:00pm.
- * Program may be cancelled or moved to 210 Progress Dr. due to inclement weather.

2. SITE LOCATIONS:

- Northlawn Park – 900 N Parkview Street
- Rain Location – 210 Progress Dr. (Municipal Services Building)

3. TRIPS:

- We will take one trip per session.
- To attend trips all participants must ride the bus and be at their site on time.
- * **Chaperones are welcome on the trips.** Please let the Recreation Supervisor know if you are planning to attend.

4. WHAT TO BRING:

- Please bring a backpack or bag with a swim suit, towel, sunscreen and a snack every day. Be sure to mark your child's snack with their name. Your child may also bring a water bottle but a drinking fountain is available under the shelter.

5. ATTENDANCE:

- For your child to experience this program to its fullest, we recommend daily attendance and participation. This will allow your child to meet new friends and get to know their counselor. **On site policy:** Once a child arrives on site, he or she is required to stay unless a parent or guardian comes to pick them up. Friends of the family may pick up your child, but **the parent must let the Recreation Supervisor know.**

6. T- SHIRTS:

- Camp T-shirts **must be worn on all trips.** Any child who plans on attending a trip but is not wearing their shirt **will not** be permitted to go. T-shirts help our counselors locate the children in large crowds.

7. REFUND POLICY:

- There will be **NO** refunds issued after the start of the program. Request for refunds in the event of a medical injury must be done in writing and sent to the Parks and Recreation Department, Attention: Parks and Recreation Director.

9. RESPONSIBILITIES:

- The Cottage Grove Parks and Recreation Department and their staff are not liable for any lost or stolen personal items that are brought to Playground Camp. Personal items should be left at home.

Playground Camp Rules

In an effort to make this program more enjoyable for everyone, we are asking that you please go over the rules of the program with your child. Thank You.

1. NO SWEARING OR NAME CALLING
2. NO GOING INSIDE THE STORAGE ROOM WITHOUT A COUNSELOR
3. NO FIGHTING OR PICKING ON OTHER PARTICIPANTS
4. NO LITTERING
5. NO GOING THROUGH ANYONE'S BELONGINGS
6. NO TAKING OFF SHOES OR SHIRTS (Exception: water days)
7. NO BRINGING TOYS FROM HOME (bats, balls, games, phones, electronics, etc.)
 - The Cottage Grove Parks and Recreation Department and Playground Camp Staff are not liable for any lost or stolen personal items that are brought to camp. Personal items should be left at home!
8. PLACE EQUIPMENT BACK IN ITS APPROPRIATE PLACE WHEN FINISHED
9. NEVER LEAVE THE SITE
10. NO GUESTS ALLOWED
11. **GOLDEN RULE:** HAVE A GREAT TIME!

Consequences For Misbehavior

- FIRST OFFENSE:** Verbal warning by counselor. Parents, Site Director, Recreation Director and Recreation Supervisor are notified.
- SECOND OFFENSE:** Verbal warning by the Site Director, participant receives first discipline slip for parent to sign and return. Recreation Director and Recreation Supervisor are notified.
- THIRD OFFENSE:** Participant receives second discipline slip for parent to sign and return. Recreation Director and Recreation Supervisor are notified. The child will be removed from the next scheduled trip.
- FOURTH OFFENSE:** Participant receives third discipline slip and is **removed from the program.**

Field Trips



Session 1 field trip will be to the Monona Outdoor Community Pool on Wednesday, June 26th. **Please bring your child to camp at 12:00 pm.** The bus will leave from Northlawn Park at 12:30pm. Bus will arrive back at Northlawn Park at 4:00pm. Participants will be required to do a swim test upon arrival to the pool.

Participants will be required to wear their playground camp shirt to this field trip. They will not be required to wear the shirt while swimming.



Session 2 field trip will be to the Henry Vilas Zoo on Thursday, August 8th. **Please bring your child to camp at 12:00 pm.** The bus will leave from Northlawn Park at 12:30pm. Each participant will receive a snack provided by the CG Parks and Recreation Department. The bus will arrive back at Northlawn Park at 4:00pm.

Participants will be required to wear their playground camp shirt for the field trip.